

VERNON FIGURE SKATING CLUB  
COVID-19 SAFETY PLAN  
PRIEST VALLEY ARENA  
KAL TIRE SOUTH

Tina N

Updated November 26 2020

## Vernon Figure Skating Club COVID-19 Safety Plan

### RISK ASSESSMENT:

- We have assessed the risks for in-person training at Priest Valley Arena. New policies and procedures have been put into place as per the below document.
- We have designated the following individuals and roles:
  - COVID Liaison:
    - Name: Tina Naveri
    - E-mail: tinanaveri@yahoo.ca
    - Cell #: (778) 938-4473
  - Director of Skating:
    - Name: Carla Bryan
    - E-mail: skate\_bryan@hotmail.com
    - Cell #: (250) 260-6632
- We have the following volunteer positions available for designated parent volunteers:
  - COVID Ambassador – 1 (2 for select sessions)
  - COVID Ambassador MUST be approved by the COVID Liaison
  - Skate Lacer – 2 (4 for select sessions)

### GENERAL SAFETY PRACTICES IN OUR CLUB:

- Implementation of the Daily Wellness Check, administered by a responsible COVID Ambassador.
- Implementation of Daily Attendance log, administered by a responsible COVID Ambassador.
- Daily Attendance records will be kept for a minimum of 30 days should they be needed for contact tracing. (First Name, Last Name, Phone Number)
- Skaters must have a mask and hand sanitizer in their bag at all times.
- Coaches must have a mask and hand sanitizer in their bag at all times.
- Masks are required by coaches and athletes when in the changing rooms, hallways or waiting to enter on to the ice.
- Skaters are not yet required to wear masks while on the ice.
- Coaches are not required to wear masks while on the ice, with the exception of CANSkate and CANPower.
- Skaters and coaches are to wear clean gloves while on the ice.
- Spectators (Patrons) are no longer permitted in the Priest Valley Arena.
- All volunteers must vacate the premises immediately after completing their duties, with the exception of the Covid Ambassador(s).

- All volunteers are required to wear a mask at all times.**
- No food is permitted during a training session or in the dressing rooms.
- Water bottles are required at each training session and must be filled prior to arriving at the arena.
- All individuals will sanitize their hands on arrival and prior to departing the training environment.
- Skaters are required to have their own individual equipment. Sharing of equipment is not permitted.
- Skaters and coaches are required to wash/sanitize all attire and equipment after every training session.
- Skaters and coaches must arrive ready to train, only skates should be put on after arrival.
- Skaters and coaches will be divided into "Training Groups".
- Coaches will limit all physical contact with skaters.
- Any members not complying with the policies and procedures outlined in the Safety Plan may be asked to leave the facility.
- Once a training session is complete, skaters and coaches are expected to leave within 15 minutes.
- Drop in/buy on participation will only be permitted if a skater pre-registers with the Director of Skating and pre-pays online. Drop in/buy on participation where a skater shows up at the rink to register and pay in person is not allowed.

**MAXIMUM GROUP NUMBERS:**

	VFSC	City of Vernon	Skate Canada BC/YK
On Ice Training	25 athletes/5 coaches	25 athletes/5 coaches	18 on ice including coaches
CAN Skate	25 athletes/5 coaches	25 athletes/5 coaches	20 athletes/10 coaches
Off Ice Training	20 athletes/coaches	20 athletes/coaches	As per facility rules
Dressing Rooms	10 athletes/coaches/parents	10 athletes/coaches/parents	As per facility rules

- In accordance with Skate Canada Regulations, there MUST be at least 1 Skate Canada certified coach or choreographer included in the maximum numbers.

**A - ARRIVING AT THE ARENA:**

- Daily health checks MUST be completed by the COVID Ambassador prior to the start of each in-person training session.
- Parents are to drop skaters off at the designated **drop off area for their specific arena.**
- Skaters are to arrive no earlier than 15 mins before their scheduled practice.
- Spectators (Patrons) are no longer permitted in the Priest Valley Arena.

- All parent volunteers **are required to wear** a mask while in the City of Vernon facility.
- Skaters are to meet the club representative outside of the **designated entrance door.**
- Skaters are required to stand in line, 2 meters apart while waiting for their designated practice time.
- Skaters and coaches are required to wash and/or sanitize their hands before entering the facility.
- Masks are required by skaters and coaches when moving from their designated land space to their designated ice space or vice versa and when in the dressing rooms.**

#### **B – PROGRAM DELIVERY:**

- Any equipment used on the ice must be disinfected before and immediately after each session.
- Coaches and/or skaters** operating music equipment must disinfect all touch points before and immediately after each session.
- Only coaches and skaters are permitted in the Off Ice room.**
- Only coaches are permitted to operate the Off Ice and On Ice harnesses. The harnesses **MUST** be sanitized before and after each use.
- Until further notice, ALL Off Ice sessions will be knowledge based (goal setting, nutrition ect)**
- Skaters and coaches are required to wear a mask for Off Ice sessions.**
- Should a skater or coach need to use the washroom during a training session, they must wash and/or sanitize their hands before returning to the ice or land session.
- Coaches must wear a mask and gloves during all CanSkate and CanPower sessions [Skate Canada BCYK requirement].
- If you cough or sneeze, do so in a tissue or in your sleeve. If you use a tissue immediately dispose of the tissue in a garbage can. You should use hand sanitizer immediately after coughing or sneezing.
- Avoid touching door handles, gates, benches and all other objects where the virus could survive. If you touch something, make sure to use hand sanitizer immediately after.
- Synchro skaters must form a cohort if they wish to train with contact. Each cohort is permitted a maximum of 24 skaters.

#### **C – LEAVING THE FACILITY:**

- All mats and equipment must be sanitized before leaving the facility.
- Skaters and coaches must wash their hands with hot water and soap or with and sanitizer.
- Skaters must leave the facility as quickly as possible, at the end of the practice.

#### D – MANAGING COVID-19:

- All participants must complete the daily wellness questionnaire prior to the start of each training session.
- All User Groups are required to collect the names and phone numbers of all participants and spectators and keep on file for 30 days.
- Anyone with symptoms of COVID-19 are required to stay home.
- Anyone with symptoms will NOT be allowed to enter the training environment.
- Facility cleaning will be completed regularly as per the health code and City of Vernon regulations.
- Should any athlete, family member, or coach suspect they have contracted COVID-19 they MUST report their illness to The Director of Skating and the COVID Liaison.
- If any member reports contraction of COVID-19, everyone in the training group must self-isolate for 14 days.
- Should anyone in the training group test positive for COVID-19, return to sport is undetermined at this time.

#### E – FIRST-AID:

- In the event first-aid treatment is required during a training session, a mask must be donned by both parties and surgical gloves worn by the administrator.
- A first-aid kit, containing extra masks and gloves, must be kept by the ice during all on ice club activity.

#### CLUB COVID-19 ILLNESS POLICY: (Adapted from viaSport’s BC Return to Sport Guidelines)

##### Definitions:

*“Individual”* refers to and includes an employee, coach, volunteer, athlete, participant, or parent/spectator. *“Training environment”* refers to any in-person group training activities or events that take place either indoors or outdoors.

##### 1. Disclosure

Inform an individual in a position of authority (e.g. Director of Skating and the COVID Liaison) immediately if you feel any symptoms of COVID-19 such as fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigues, and/or loss of appetite.

##### 2. Assessment

- a. Individuals must conduct self-assessments on an ongoing basis and prior to joining or participating in any training environment to consider if they are experiencing any symptoms

or signs of COVID-19. If individuals are unsure, they are directed to administer the [BC COVID-19 Self-Assessment Tool](#).

- b. The Director of Skating will complete a Daily Wellness Check with all participants and spectators.
  - c. The Director of Skating and coaches will visually monitor skaters and other participants to assess any early warning signs as to the status of their health and to touch base on how they are regarding their personal safety throughout the training event.
3. If an individual is feeling sick with COVID-19 symptoms
    - a. They should remain at home and contact Health Link BC at 8-1-1.
    - b. If they feel sick and/or are showing symptoms during training activities, they will immediately be sent home and advised to contact 8-1-1 or a doctor for further guidance.
    - c. No individual may join or participate in a training activity, event, or training environment if they are symptomatic.
  4. If an individual tests positive for COVID-19
    - a. The individual will not be permitted to return to training or any skating activities until they are free of the COVID-19 virus.
    - b. Any individual who is in the same training group or has participated in a training activity or event with the infected individual will also be removed from the training environment for at least 14 days to ensure the infection does not spread further.
    - c. Close off, clean and disinfect any surfaces that could have potentially been infected/touched by the infected individual.
    - d. Any surfaces that could have potentially been infected/touched by the infected individual will be closed off, cleaned and disinfected.
  5. If an individual has been tested and is waiting for COVID-19 test results
    - a. As with the confirmed case, the individual must be removed from the training environment.
    - b. Public Health agencies/authorities advise that any person who has even mild symptoms to stay home and call their Regional Health Authority.
    - c. Other individuals who may have been exposed will be informed and removed from the training environment for at least 14 days or until the diagnosis of COVID-19 is ruled out by health authorities.
    - d. Close off, clean and disinfect any surfaces that could have potentially been infected/touched by the infected individual.
    - e. Any surfaces that could have potentially been infected/touched by the infected individual will be closed off, cleaned and disinfected.
  6. If an individual has been in contact with someone who is confirmed to have COVID-19
    - a. Individuals must advise the Director of Skating and the COVID Liaison if they reasonably believe they have been exposed to COVID-19.
    - b. Once the contact is confirmed, the individual will be removed from the training environment for at least 14 days or as otherwise directed by public health authorities. Individuals who may have come in close contact with the individual will also be removed from the training environment for at least 14 days.

- c. Close off, clean and disinfect any surfaces that could have potentially been infected/touched by the infected individual.
- d. Any surfaces that could have potentially been infected/touched by the infected individual will be closed off, cleaned and disinfected.

**7. Conditions Requiring Quarantine or Self-Isolation**

- a. An individual who has travelled outside of Canada or the province within the last 14 days is not permitted to enter the training environment and must quarantine and self-isolate.
- b. An individual with any 2 symptoms of COVID-19 is not permitted to enter any part of the training environment and must quarantine and self-isolate. An individual with any one of fever, vomiting or diarrhea is not permitted to enter any part of the training environment.
- c. An individual from a household with someone showing symptoms of COVID-19 is not permitted to enter any part of the training environment and must quarantine and self-isolate.
- d. An individual who is in quarantine or self-isolating as a result of contact with an infected person or in families who are self-isolating, is not permitted to enter any part of the training environment.

**EDUCATION AND TRAINING PLAN:**

- All staff/coaches will have policy training with the COVID Liaison prior to coaching on any Vernon Figure Skating Club Ice or Dry Land sessions.
- The COVID Liaison will provide coaches with all information regarding policy changes and updates.
- A Zoom meeting will be provided for skaters and parents.

**COMMUNICATION PLAN:**

- All information regarding COVID-19 policy and procedures will be e-mailed to each family and will be posted on the website.

**UPDATING:**

This document is a live, working document and will be updated on a regular basis. If any updates are required, the changes will be highlighted in yellow and sent to the members in a timely manner.