

## **COVID- 19 Facility Safety Plan – Port Coquitlam Community Centre - ARENAS**

The City of Port Coquitlam has implemented the following safety plan to reduce the spread of COVID-19 and safely re-open City arenas and associated shared spaces (including the arena level spectator seating, north east washrooms, and arena lobby). These procedures are based on recommendations and guidelines issued by the Provincial Health Officer (PHO), ViaSport, and BC Recreation and Parks Association (BCRPA), and must be followed by all user groups.

Please note that the City of Port Coquitlam will continue to follow the advice of the PHO and guidelines issued by governing agencies appointed by the Province including ViaSport and BCRPA and will update user groups whenever modifications to the procedures are required.

In this plan “users” includes all persons associated with booking a City arena or participating in pre-registered activities. This includes but is not limited to volunteers, staff, coaches, instructors, participants, spectators and/or parents/guardians.

### **PHYSICAL DISTANCING**

- At all times, all users must adhere to the current physical distancing guidelines as per the PHO and individual sport governing bodies. In addition, all users must adhere to the physical distancing guidelines in all posted signage in the facility and in the City’s COVID Safety Plans, when interacting with users, staff, volunteers, patrons and moving through facility spaces and common areas, not specified in the rental permit.
- Activities that cannot adhere to the guidelines referenced in this document are not permitted.

### **GATHERINGS**

- Access is limited to those participating in the booked or pre-registered activities i.e. participants, instructors and coaches.
- For pre-registered activities, one parent/guardian is permitted to remain in the viewing area with the participating child(s) if occupancy limits can be maintained.
- It is essential that large groups and gatherings are avoided.
- Users are expected to vacate the premise within 15 minutes after their activity is complete.
- To ensure that physical distancing is maintained, the occupancy limit of each area is posted and will vary with the size of each space.
- When physical distancing cannot be maintained, all persons should wear a non-surgical face mask.
- **Please note:** spectator space is limited; seating areas will be designated to allow the necessary physical distancing required. Access to the corridor and upper viewing areas will be closed or limited; as a result, there may not be sufficient space for all parents/guardians to remain on-site.

## **FACILITY/SPACE CAPACITY**

- The occupancy limit of each area will vary with the size of each space and will not exceed 50 persons.
- Occupancy for shared amenities will be posted including: arena lobby, washrooms, spectator spaces, player's benches, scorekeeper's boxes, dressing rooms (if in use), skate shop, etc.
- Max occupancy inside each Arena (on-ice and outer arena space) is 50 people which includes all users as defined above (i.e. players, coaches, staff, spectators and participants).

## **FACILITY ADMISSION AND ACCESS**

- Entry into the facility is permitted no earlier than 15 minutes before the start of the scheduled session.
- All participants must pre-register for drop in and registered activities.
- Physical distancing signage is placed outside of the entrance to the arena at the north east side of the building (entrance facing Wilson Avenue) as well as throughout the facility.
- Entrance and exit points are one-way only and are indicated by posted signage and communicated to all user groups and participants in advance.
- All participants are encouraged to come fully dressed in full gear including skates (with skate guards) and a filled water bottle labelled with the participant's name. Water fountains will remain closed.
- If required, limited space is available in the lobby with designated seating locations for participants to tie skates, fasten helmets and remove skate guards.
- PLEASE leave all valuables at home. Personal items that must be brought to the facility are to be left in the designated arena as the participant takes the ice.
- The city is not responsible for any lost or stolen items. There will be no lost and found collected – items left behind will be discarded. Lockers will not be available.
- Access to dressing rooms, including referee room, will be limited.
- Washrooms are available in the main arena lobby with signage posted specifying occupancy limits.
- Only the arenas, arena lobby, washrooms and designated dressing rooms will be accessible to designated user (Not open to public).
- The main facility and upper level areas including the concession and seating area next to the concession will remain closed to public.
- There are no warm-up or dryland spaces available inside the facility.
- Users must leave the site no later than 15 minutes after their booking time.

## **ON-ICE PROCEDURE**

- User groups must follow and enforce their board approved safety plan (see ViaSport Return to Sport Guidelines).
- Failure to maintain appropriate safe play protocols may result in the loss of privilege or termination of rental permits.

## HEALTH SCREENING

Before visiting a City of Port Coquitlam facility, and throughout the activity, users should self-monitor for symptoms associated with COVID-19 by using the BC Health COVID-19 Symptom Self-Assessment Tool located here: <https://bc.thrive.health/> and answer the prompted questions, which include:

1. Are you experiencing symptoms consistent with COVID-19 (refer to the link above for the most up to date list of symptoms)?
2. In the past fourteen (14) days have you been outside of Canada?
3. In the past fourteen (14) days have you been in close contact with anyone who is symptomatic or has been diagnosed with COVID-19?

If users answer 'yes' to any of the above questions, display symptoms or do not adhere to the safety protocols in place, they will be asked to leave the facility immediately and call 811 for assistance. If a user becomes ill and is unable to leave the facility, they will be escorted to a designated isolation area.

A pre-screening sign with the self-assessment questions will be posted at the facility entrance.

## PERSONAL HYGIENE

Users are required to practice the proper "hygiene" protocols outlined in each user group's return to sport plan, in addition the user must:

- Adhere to posted hand washing and social distancing signage.
- Practice proper "hand hygiene" techniques often, as it is the single-most effective way of reducing the spread of infection. This includes washing and/or sanitizing hands before entering and exiting the facility.
- Follow proper respiratory etiquette at all times including coughing and sneezing into your elbow and shoulder.
- Avoid touching your face, including eyes, nose or mouth.
- Do not spit.

## CLEANING & DISINFECTING

- A 30 minute buffer will be booked between users to limit crossover between groups and to provide adequate time to clean and disinfect the facility.
- City staff will clean and disinfect common areas between users.
- User groups are required to clean and disinfect common high touchpoints, such as benches, nets, score clock controls, etc. during their scheduled bookings with the disinfecting wipes provided. Users will clean and disinfect their own equipment and do so with their own cleaning supplies.
- City staff will clean and disinfect the arena between user groups.
- City staff will clean and disinfect dressing rooms between cohorts.
- For public washrooms a cleaning schedule will be established by the City's Facility Cleaning Risk Assessment Guidelines and posted in each washroom.

## USER GROUP SAFETY PLAN

- User groups must submit an approved safety plan (see ViaSport Return to Sport Guidelines) that aligns with the protocols in this document and clearly outlines the following:
  - Physical Distancing Procedures
  - Frequent Hand Hygiene Procedures and Communication
  - Cleaning and Disinfection Procedures
  - Adherence to occupancy limits
  - Participants who are ill procedure and communication
  - Communication Plan
  - Training Plan
  - Emergency Procedures

**Please note:** this document will be modified as the City deems necessary and upon advice and information received from the Provincial Health Officer (PHO), ViaSport, and BC Recreation and Parks Association (BCRPA):

<https://www.viasport.ca/return-sport>

<https://www.bcrpa.bc.ca/media/242766/bcrpa-restarting-guidelines-final.pdf>

<https://www.fraserhealth.ca/COVID19#.XzroAKZYaUk>

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/bc-restart-plan>

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19>