



**COVID-19  
Re-opening of Scugog Arena  
Plan**

**July 27, 2020  
Revised October 7, 2020**

The Township of Scugog understands that all plans for recovery and to re-open municipal facilities will be based on orders and recommendations from health specialists and the Government of Ontario and Canada. This is a fluid document and will be revisited and revised regularly as more information is made available. The timeline will be confirmed as the provincial Government issues its directives.

We acknowledge the Ontario Recreation Facilities Association's work in the development of this framework.

## **1. FACILITY STAFFING**

The Township will:

- 1.1 Employee's will complete a self-screening daily to ensure they do not have COVID-19 symptoms.
- 1.2 Follow the employee sickness and return to work protocols.
- 1.3 Ensure that every employee suspected or confirmed to have contracted COVID-19 stays home or seeks medical attention.
- 1.4 Ensure employees wash their hands when arriving and leaving the facilities, and before and after:
  - Eating
  - Breaks
  - Smoking
  - Blowing one's nose, coughing, or sneezing
  - Going to the toilet
  - Being in contact with animals or pets
  - Using shared equipment
- 1.5 Ensure personal items and clothing brought in by staff is kept to a minimum. Where staff must bring items in, they are stored separately, with adequate space between each staff member's items.
- 1.6 Ensure physical distancing of two metres is maintained whenever possible. If the two metres cannot be maintained a face mask must be worn.

## **2. EMPLOYEE EQUIPMENT**

- 2.1 Employees must avoid sharing equipment and supplies between employees, or disinfect shared equipment before re-use.
  - If possible, ensure that each employee has their own equipment needed for each shift.

- Do not share cups, glasses, plates. Wash dishes in hot water with soap.

2.2 All non-essential items will be removed from common areas.

### **3. EMPLOYEE PERSONAL PROTECTIVE EQUIPMENT (PPE)**

3.1 Ensure employees are provided with the appropriate personal protective equipment (PPE) for the work being performed, and that the equipment is disposed of or cleaned and sanitized between uses.

3.2 PPE recommendations vary for employees and is dependent on the duties they perform in the workplace. Adequate PPE will be provided when performing cleaning routines.

3.3 When wearing gloves, employees are to avoid touching the face.

### **4. FACILITY ACCESS**

4.1 Signs will be posted at the facility entrance to inform all visitors that:

- Patrons may not enter the facility if they have COVID-19 symptoms or suspect they have COVID-19
- If admitted, patrons are to maintain physical distancing of two metres from other visitors and employees
- All patrons must maintain proper hygiene when in the facility

4.2 The occupancy number of the facility will be limited and monitored to ensure that physical distancing can be maintained and that proper cleaning/disinfecting can be performed by Township staff.

#### **In Stage 3, the occupancy number is 50 per ice pad area.**

- This number includes: For a game situation: 22 players on ice. Referees are not included in the number of players on the ice but are included in total in the ice pad area. The remaining number can be made up of parents/guardians in spectator viewing area, coaching, training and executive staff.
- For a practice or skill development situation: 24 players/skaters on ice, includes two coaching staff with skates. The remaining number can be made up of parents/guardians in spectator viewing area, coaching, training and executive staff.
- For adult recreational leagues, no spectators will be allowed entry to the facility.

- 4.3 Participants will use the entrance that corresponds to the facility area their program is scheduled, i.e. Pad 1 entrance through main south entrance, Pad 2 entrance at south/west entrance.
- 4.4 Facility access will be provided at one entry point and a separate exit point, where available.
- 4.5 While entering the facility, each person will be asked to use hand sanitizer provided.
- 4.6 The entrance doors will remain locked until it is the next group's time to get ready (15 minutes prior to rental)
- 4.7 Parents and players/skaters must line up outside the entrance doors keeping two metres distancing. Follow signage and floor markings.
- 4.8 Township staff will unlock the door and allow one person (parent/child) in at a time according to physical distancing markers.
- 4.9 Township staff will ask each patron two screening questions upon entry and the tracking sheet will be completed (name and contact information) for contact tracing purposes.
- 4.10 On arrival, patrons must sanitize their hands with hand sanitizer.
- 4.11 Maximum number of patrons will be limited to 50 people at one time in each area (i.e. 50 people for Pad 1 area, includes ice pad, dressing rooms, player benches and lobby area).
- 4.12 One parent/guardian allowed into the facility with player/skater. If two youth participants from the same family, still only one parent allowed. Access for spectators will be limited to the spectator area inside the ice pad. No lobby access for spectators.
- 4.13 Spectator seating area will restricted to the stands in each pad with reduced capacity and appropriate spacing. Spectators must remain in designated area.
- 4.14 Visitors and players must wear a mask when inside the facility until they enter the ice surface. Coaches must wear a mask on the players benches.
- 4.15 Dressing rooms have a maximum of between 8-10 people, dependent on the square footage, including the coach. Dressing room doors will be propped open to minimize frequently touched areas.

- 4.16 Showers and washrooms in dressing rooms will be closed off and no access provided.
- 4.17 A physical barrier will be provided between the cashier and patron so that no physical contact is made between employee and the patron.
- 4.18 Access to washrooms will be provided to the public. Some urinals will be closed to maintain physical distancing. Washrooms will be cleaned daily and high touch surfaces disinfected twice a day as per the Cleaning and Disinfecting Facilities Standard Operating Procedure.
- 4.19 Cleaning and disinfecting of public washrooms, lobby areas, dressing rooms, referee's rooms, players' benches and penalty boxes will be completed according to the Cleaning and Disinfecting Facilities Standard Operating Procedure.
- 4.20 Water fountains will be turned off and patrons will only be able to access the bottle refill station to fill their own water bottles.
- 4.21 No outside food or beverages will be permitted in the facility.
- 4.22 Number of people permitted to use the elevator at one time to maintain physical distancing will be reduced to a maximum of one person, unless they are part of the same household.
- 4.23 No access will be provided to the mini stick area.
- 4.24 All contractors and visitors to the facility must sign in and provide contact information.

## **5. FACILITY BOOKINGS**

- 5.1 All users will be required to submit a Return to Play Protocol to show how COVID requirements will be met.
- 5.2 Ice rentals will be for one hour (50 minutes on ice) with a half hour in between to allow time for participants to leave building, staff to clean and disinfect and the next renter to enter the facility.
- 5.3 As more dressing rooms will be required to allow for physical distancing, this will have an impact with time spacing required between rentals for safety and disinfecting purposes and may be adjusted.

- 5.4 Ice bookings will only be taken from the ice booking representative of the organization.
- 5.5 Fees and charges for ice bookings will remain the same during the COVID-19 pandemic.
- 5.6 Signed contracts, payment and insurance (certificate of insurance from Ontario Hockey Federation and certificate of validation from Ontario Hockey Federation) must be submitted received prior to occupying the facility.
- 5.7 Organizations must acknowledge that each participant has signed a waiver acknowledging and understanding the conditions and risks in which they will occur, the risk of contracting COVID-19 by participating and the fact they have no participant insurance covering COVID-19 or any other infectious or communicable diseases.
- 5.8 If a private individual wants to rent the ice, when they sign the permit they are acknowledging and understanding the conditions and risks in which they and their participants will occur, the risk of contracting COVID-19 by participating, and the fact they have no participant insurance covering COVID-19 or any other infectious or communicable diseases.

## **6. USER PROTOCOLS**

- 6.1 If a player/skater/coach or parent feels sick and demonstrating COVID-19 symptoms they must stay home and not attend the facility or program.
- 6.2 Each Association or Club must have its own screening protocols in place and do its part to prevent the spread of COVID-19.
- 6.3 Players, coaches and skaters will only be permitted to arrive 15 minutes prior to their activity time.
- 6.4 No in and out privileges.
- 6.5 Participants must arrive fully dressed, with the exception of skates, gloves and helmet.
  - Participants may leave outdoor footwear and a small (duffel) bag in their area during the activity.
  - No full size hockey bags will be permitted
- 6.6 Coaches and instructors are responsible to supervise their participants and to ensure all protocols are being followed.

- 6.7 Participants will use the entrance that corresponds to the facility area their program is scheduled, i.e. Pad 1 entrance through main south entrance, Pad 2 entrance at south/west entrance.
- 6.8 Player boxes are restricted to five players only for physical distancing.
- 6.9 Parents/guardians are not permitted in the area where skaters put their skates on unless the player/skater requires assistance to tie skates.
- 6.10 All on ice participants are strongly recommended to wear full lexan/acrylic face shields.
- 6.11 Township staff will not be responsible at any time for the placement, removal and storage of cross ice boards.
- 6.12 No off ice warm ups will be permitted within the building.
- 6.13 Water bottles are never to be shared between participants. Each participant is to bring their own water bottle.
- 6.14 No body contact will be permitted on or off the ice, i.e. includes hand shaking, body contact.
- 6.15 **No spitting, snorting or releasing of any body fluids on the ice or players bench or ice surface. This could result in immediate ejection or removal.**
- 6.16 Each group will be expected to leave within 15 minutes after their program time has ended. While leaving the facility, each person will be asked to use hand sanitizer provided.

## **7. FAILURE TO COMPLY WITH FACILITY AND USER PROTOCOLS**

- 7.1 Failure to comply with the COVID-19 Facility and User protocols will result in the following steps being applied by Staff to permit violators:
  - First offence – Verbal warning
  - Second offence – Written warning
  - Third offence – Removal of one scheduled ice time at the cost of the permit holder
  - Fourth offence – Removal of three scheduled ice times at the cost of the permit holder
  - Fifth offence – Permit holder will not be permitted ice time for the remainder of the 2020-2021 season.

## **8. CLOSURE OF PROGRAMS AND AMENITIES UNTIL FURTHER NOTICE**

- 8.1 Showers will be closed and usage not permitted
- 8.2 Water fountains use not permitted
- 8.3 Mini stick area closed
- 8.4 Concession booth will remain closed
- 8.5 No off ice warm ups within the building
- 8.6 Skate harness is not permitted for use
- 8.7 No facility furnishings will be available for use

## **9. PRO SHOP**

- 9.1 Hand sanitizer will be made available upon entering and exiting
- 9.2 Only one customer will be allowed at one time
- 9.3 A physical barrier will be provided between the cashier and patron and that no physical contact is made between employee and the patron.
- 9.4 Cleaning and disinfecting of frequently touched surfaces will be completed twice a day.