Waterford Tricenturena Skating Club
COVID-19 Club Protocols, Response Plans and Communication Plan
Sept 27, 2020 Update

WTSC COVID-19 Oversight Group (as of Sept 27, 2020)

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Communication Before Programs Begin

Before the start of any program, WTSC will communicate with all registered participants and their parents/guardians to ensure they are aware of club, municipal, Skate Ontario, provincial and national requirements for Return to Skating Protocols. These will be communicated via WTSC email, WTSC website COVID-19 section, Facebook updates, virtual Zoom meetings and our Waterford arena bulletin board. As information can change frequently, posts and emails will be clearly dated. Regular communication will be added, at least once a month, even if no new information has occurred, so club members are aware information is being kept current.

Completion of COVID-19 Waiver

All individuals participating in club/skating school must complete the Skate Ontario Acknowledgement, Release, Indemnity and Assumption of Risk regarding COVID-19 ("COVID-19 Waiver"). Failure to do so means that individual must not participate in club/skating school activities. Any individual participating in club or skating school activities is required to complete a COVID-19 Waiver, or have a signed COVID-19 Waiver on-file. This includes Skaters , Coaches, Board Members, Volunteers and Program Assistants. The COVID-19 Waiver is completed for all skaters as part of registration for any program in the 2020/21 skating season. For any parents or guardians who attend programs with a WTSC participant, a copy of the COVID-19 Waiver must also be filled out and kept on file with WTSC. A printable copy can be found on the WTSC website to fill out and bring to the arena. Copies will also be available at each program run by WTSC.

Self Screening Measures

Any person, including skaters, parents, guardians, coaches and board members, must self-screen in accordance with current public health guidelines before each training session. Individuals must not attend any skating session or club activities if they:

- exhibit any COVID-19 symptoms, such as fever, cough, difficulty breathing, or other symptoms identifies by health experts
- have been in contact with someone with an active case of COVID-19 in the past 14 days
- have returned from travel outside Canada and do not have a Travel Exemption as per the Government of Canada

Anyone who are considered vulnerable or at risk (individuals over 70 years, weakened immune system or medical conditions such as heart disease, lung disease, cancer, etc.) should strongly consider avoiding participation in WTSC activities

Public Health Guidelines

Club and skating school members shall follow all Public Health Guidelines regarding COVID-19. These may include:

- Any WTSC members who themselves have travelled outside of Canada must self-isolate and not participate in WTSC activities for 14 days
- Any individual who has been exposed to someone with a confirmed case of COVID-19 should self-isolate and is not permitted to participate in WTSC activities for 14 days, unless they engaged in consistent and appropriate use of PPE (i.e. healthcare workers)
- Any individual with symptoms of COVID-19 is not permitted to take part in WTSC activities

Daily Contact Tracing/Health Screening

At the beginning of each session, whether off or on ice, each individual attending WTSC programs will be asked to verbally reply to the Skate Ontario COVID Health Screening Questionnaire. They will then need to sign in on a Session Participation and Health Screening Tracking form indicating they are attending the program and have passed the screening questionnaire. These forms will be kept by WTSC for future reference at the arena.

Mask Policy

Norfolk County currently requires masks be work inside all arenas from the point of entry. Skate Ontario also strongly recommends wearing masks, as does WTSC. Skaters do not have to wear masks when they are on ice.

Skating at Multiple Facilities

It is strongly recommended that skaters plan to be at only one arena on any given day. Anyone attending multiple training locations in one day is asked to notify the club.

Physical Distancing

Individuals are required to maintain a physical distance of at least 2m from any other person during the session. Individuals from the same household or social circle are not required to follow physical distancing requirements.

Spectator Policy

ONE parent or guardian is allowed in the arena with a skater under 18. Norfolk County limits a maximum of 50 individuals inside the arena at any time. Spectators are asked to remain in designated spectator seating areas inside the arena.

Accessibility

All lifts, elevators, washrooms and viewing areas will be available as required for patron use in Norfolk County facilities.

Concessions/Outside Food

Norfolk County has closed all food concession stands in each facility until a later date and **no outside food or drink is to be brought in. (Skater's individual water bottles not included)**

Hand Sanitizer

All skaters and accompanying parent or guardian are required to use hand sanitizer provided by Norfolk County or WTSC before entering the arena. Hand sanitizer stations are also located throughout the arena for the use of patrons to facilitate cleanliness.

Washrooms

The unisex washrooms will be open in the Waterford arena lobby for the use of skaters and spectators.

Change rooms

No change room will be available for use at this time. Skaters are encouraged to arrive at the arena fully dressed in their skating clothes.

Personal Items

Skaters must use individual water bottles, tissue boxes, etc. No sharing of items is

permitted. Any winter gloves worn on the ice should be washed after each session. Skaters must have their own closed container (ie Ziploc bag) for disposal of personal items such as tissue. These must be disposed of at home or in the arena garbage. Personal items like skating bags should be left in the skater's vehicle if available (in a safe and secure location) and where possible, not be brought into the arena.

Playing Music

Music will be organized by agreement of the coaches. Sanitizing wipes will be available as needed for cleaning.

On Ice Coaching

Coaches and skaters must remain at least 2 m apart from each other on ice.

Harness

Both skater and coach must wear a mask when using the harness. The harness must be disinfected using materials provided by WTSC before and after each use. Both coach and skater should sanitize their hands before and after each use. A distance of 2m between coach and skater is encouraged whenever possible. Harness lessons should be limited to no more than 15 minutes with adequate time for cleaning in between lessons. WTSC Board Members will be available to assist with cleaning.

Protocols for Entering and Exiting the Ice Surface

Entry to Waterford Arena

- *Arena doors will be locked until 10 minutes prior to start of program as per Norfolk County.*
- *Skaters complete COVID Health Screening Questionnaire and Session Participation and Health Screening Tracking at arena entrance. Any accompanying parents or guardians do so as well. A COVID Waiver must be on file with WTSC.*
- *Skaters enter the front door of the arena with masks on and use of hand sanitizer.*
- *Arriving with Skates On: Follow arrows to ice entrance to remove skate guards and mask to proceed to the ice.*
- *Arriving with No Skates On: Follow arrows to socially distanced seating area to put on skates. Remove guards and masks as you proceed to the ice.*
- *Skaters or parents/guardians place skater's belongings on other side of arena in social distanced area for use at end of program.*
- *Parents and guardians can proceed to marked seating area in the arena. Parents may not stand or sit in the arena lobby. Parents may go outside if they choose. WTSC will use the phone number on Session Participation and Health Screening Tracking Sheets to contact parent/guardian if need be.*

Exiting the Waterford Arena

- *After skaters are done skating, they can return to their skating bags and put their*

street shoes on or skate guards. Masks are put back on.
- *Skaters and spectators exit the arena through the east exit door.*

COVID-19 Refund Policy

Missed Skating due to COVID Like Symptoms or COVID Diagnosis Policy

Any skater, parent, guardian, coach, board member, or program assistant exhibiting potential COVID-19 symptoms is asked to stay at home. If you are unsure of the symptoms, please use the linked self assessment tool on the WTSC website. This policy is designed to minimize the chance of virus transmission. The club will refund the cost of any sessions missed due to self isolation following email application at wtsc.info@gmail.com ***within 48 hours of the missed session only***.

Refunds will be given in the following situations:
A skater tests positive for COVID 19
A skater is required to isolate for COVID like symptoms or exposure to COVID like symptoms.
Norfolk County, the Haldimand Norfolk Health Unit or other governing body mandates the closure of facilities and/or termination of club activities.

Refunds will not be given if parents are not allowed to enter the arena with their child due to changes in COVID restrictions.

Skate Canada fees and Skate Ontario fundraising tickets are non-refundable.

WTSC COVID-19 Protocols

If an individual becomes unwell with symptoms of COVID-19

- If an individual becomes unwell with symptoms of COVID-19, or if someone is aware of an individual that becomes unwell with symptoms of COVID-19, that individual must immediately stop participation in WTSC activities.
- The individual should be isolated from all others in a well-ventilated area, or outside and provided with a non-medical face mask if one is available and one is not currently being worn.
- The individual shall be sent home and instructed to follow public health guidelines regarding self-isolation and testing.
- The facility, in this case the Waterford Arena staff, should be informed in order to determine if any areas need to be closed off and/or require additional cleaning/disinfecting. Jenn Bard from the COVID Oversight Group will be responsible for this contact.
- Jenn Bard from the COVID Oversight Group should be informed of the situation and contact the individual or their parent/guardian to determine if next steps are being taken regarding testing.

If an individual is tested for COVID-19

- Any individual that is part of WTSC that is unwell and has been tested for COVID-19 must not participate in club or skating school activities while waiting for the results of the test
- Any individual that is part of a club or skating school that has been tested for COVID-19 and has no COVID-19 symptoms, no known exposure to COVID-19 and no travel history is permitted to participate in club or skating school activities while waiting for the results of the test

If an individual tests positive for COVID-19

- If an individual tests positive for COVID-19, they should inform a member of the WTSC COVID-19 Oversight Group
- The COVID-19 Oversight Group will work where requested with the facility and public health officials to assist in contact tracing. Jenn Bard will contact the Haldimand Norfolk Health Unit and Norfolk County. The Session Participation and Health Screening tracking sheets may be used to assist public health officials in informing other WTSC members who may have been in close contact with the individual.
- Any WTSC members who were in close contact with the individual should not participate in WTSC activities for 14 days and should follow public health guidelines regarding self-isolation and testing
- All WTSC members will be informed of a positive COVID-19 result within the club/skating school setting
- WTSC will inform and work with the facility in the case of a positive COVID-19 result and determine if any additional cleaning/disinfecting should be performed as per the facility's guidelines. Jenn Bard will contact either Marc Bouw or Todd Shoemaker at Norfolk County.
- The club/skating school will inform Skate Ontario of a positive COVID-19 diagnosis by email at clubsupportservices@skateontario.org. This will be done by Jenn Bard.

Return to WTSC activities following illness or exposure to COVID 19

- Individuals must follow all public health and facility guidelines with respect to returning to skating following an illness or exposure to COVID-19
- If a COVID-19 test was negative and there was no known exposure to COVID-19, the individual may return to WTSC activities once they no longer have any symptoms of COVID-19 for at least 24 hours
- If a COVID-19 test was negative and there was a known exposure to COVID-19, the individual may only return to WTSC activities fourteen days after any symptoms started and once they no longer have any symptoms of COVID-19

Return to WTSC activities following COVID-19

- Following a positive COVID-19 test, an individual must follow all public health guidelines regarding return to activities.

WTSC Communication Plan

(1) Communication is paramount during times like these. Information changes quickly and WTSC will endeavour to keep a current, informative and accurate flow of information going to our members to the best of our abilities.

(2) All registration is being done online through UpLifter this year to eliminate face to face contact as much as possible. Families will be reminded to update their contact information should anything change throughout the year.

(3) A paper copy of contact information for the current session skaters will be kept with COVID-19 Waiver, Session Participation and Health Screening Tracking Sheets, and other session communication at the entrance to the arena.

(4) Information on COVID protocols and procedures will be communicated by Jenn Bard through UpLifter email. Courtney Mori will be posting shorter updates on Facebook. Tim Bard will update the website once receiving information from the COVID-19 Oversight Group.

(5) Information will be update on the website at a minimum of once a month. Any updates will be dated.

(6) Virtual Zoom meetings will be held before all programs begin to allow parents/guardians to get information and ask questions about the upcoming program.

(7) A specific tab entitled “COVID-19” has been created on the WTSC website to store all COVID related communication.

(8) Linda Trembley will follow up with any individuals who either become unwell with COVID like symptoms during club activities.

(9) If a WTSC skater is diagnosed with COVID-19, Jenn Bard will notify the Haldimand Norfolk Health Unit and provide copies of our Tracking Sheets. Either Mark Bouw or Todd Shoemaker from Norfolk County should be notified, as well as staff at the Waterford Arena. Finally, club members from WTSC should be notified, in conjunction with the HN Health Unit. Privacy will be respected for the individual involved.

(10) All Session Participation and Health Screening Tracking Sheets, Waivers, and paper copies of session communication are being stored in one binder labelled WTSC (Name of Skating Session) 2020. This binder is being stored in the WTSC locker at the Waterford Arena to be accessed as needed. Rowan's Law forms are also included for all skaters above Star 5.