

COVID-19 safety plan

Business name: Peterborough Academy of Circus arts

Revision date: Sept 15, 2021

Date completed: January 15, 2021

Developed by: Jennifer Elchuk

Division/group:

Reviewed by: Keith Beecroft
Health Promoter, Family & Community Health

Date distributed: July 19 2021

Others consulted: Tara Lember, Board Chair;
Victoria Kopf, Board member

How will you ensure all workers know how and are able to keep themselves safe from exposure to COVID-19?

Actions:

Signage placed in training space as well as hallways and locker-rooms/washrooms including:

Reminders about Physical distancing

Proper Hand washing steps

Mandatory Masks & Proper Mask Wearing Steps

Stop: Checklist of symptoms prior to entry

PACA's Safety Plan

Daily Cleaning and Sanitation Checklist

All staff have received training in screening process, covid-19 safety policies, cleaning and sanitation, equipment quarantine

How will you screen for COVID-19?

Actions:

Screening checklist from Peterborough Public Health is posted in the entrance, for patrons to read and self-screen prior to entry.

https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/COVID_19_bus_orgs_question_signage.pdf

Instructors are responsible for ensuring this screening is completed and to verbally check in about health status at the beginning of each class.

All staff will actively self-screen before entry and sign the screening log, on any day they visit PACA, referring to this link:

<https://covid-19.ontario.ca/screening/worker/>

How will you control the risk of transmission in your workplace?

Actions:

Masks must be worn at all times, with the exception of rigorous fitness activities. Masks are always worn in hallway and shared locker and washrooms. Even while wearing masks, 2m of distance is maintained whenever possible. Spotting or other physical contact between instructor and students is used only when necessary with proper hand sanitation before and after.

Participants are assigned to their own 'zones' for warm-ups and training (where possible) to ensure appropriate physical distancing. These zones are marked on the floor with tape and indicate a 2m distance from others.

Participants commit to 15 weeks sessions with max 4 participants in each class with 1 instructor. Our classes are max 1.5 hrs in duration. This ensures a very small cohort of potential spread if screening, masks, and distancing were to fail.

Minimum of 15min is allotted between classes for cleaning and sanitizing high touch surfaces with Oxivir Plus (Diversey) or Bioesque (government approved cleaners), and switching out equipment.

Equipment sharing is minimized through the purchase of multiple copies of equipment, and provision of own equipment by participants where possible. Any shared equipment is sanitized between uses with Bioesque. Some equipment which would be damaged with excessive cleaning such as aerial fabrics, is quarantined for 24hrs between uses.

All patrons are required to sanitize their hand upon entry, as well as before and after touching any shared equipment.

Doors are propped open whenever possible to avoid touching communal surfaces.

As of Sept 22, proof of vaccination (or a Doctor's note) will be required for participants over 18yrs.

What will you do if there is a potential case, or suspected exposure to, COVID-19 at your workplace?

Actions:

Designated safe isolation area is the futon in the corner of the smaller room if needed.

Anyone who starts to show symptoms while in the space would be asked to leave immediately or as soon as their parents could pick them up (in the case of children), and follow up with a healthcare professional, or complete the online self-assessment tool for more directions: <https://covid-19.ontario.ca/self-assessment/>.

We have contact information and records of everyone who enters the premises. This would be shared with Peterborough Public Health if anyone who had visited our premises is diagnosed with a case of Covid-19.

In the case of potential COVID-19 in the space, we will suspend classes until after we conduct a thorough sanitization of the entire space, focusing on training & warm-up zones and high-contact areas. The individual will be asked to not return until they are symptom-free for 14 days of self-isolation and are otherwise directed by public health

authorities. To a reasonable extent, we will notify any staff or participants of a potential exposure who were in the space within 24 hours of potential/suspected case.

How will you manage any new risks caused by changes to the way you operate your business?

Actions:

We have only 6 instructors and 1 janitor. We all check in regularly and communicate about updates to policies and practices, as well as share information about our own health and well being.

How will you make sure your plan is working?

Actions:

Jennifer Elchuk has spear-headed all of the health and safety protocol development, following current local regulations and updating as changes are made. This document has been reviewed and approved by Peterborough Public Health. She has and continues to request feedback from the board of directors, the other instructors, and participants. Instructors/staff communicate weekly (when classes are running) about how things are working and what could be improved.

All staff fill out daily screening, cleaning and equipment quarantine checklists.

COVID-19 safety plan – snapshot

This snapshot can be posted in a place where it can be seen easily so your workers, clients and other people entering the workplace will know what actions are being taken.

Business name: *Peterborough Academy of Circus Arts*

Division/group:

Revision date: *July 21, 2021*

Date completed: *Jan 15, 2021*

Measures we're taking

How we're ensuring workers know how to keep themselves safe from exposure to COVID-19

Daily passive screening of all patrons

Instructors complete active screening before entry and sign screening log every visit

How we're screening for COVID-19

Ptbo Public Health Screening Questions posted at entry; online screening questions for staff

How we're controlling the risk of transmission in our workplace

Physical distancing, separation and face covering

Max 4 participants and 1 instructor in each training space (2 spaces total)

Mandatory masks, with exceptions for rigorous fitness with 2m distance maintained

Cleaning

All mats, floor, walls, and high touch surfaces used are sanitized with Oxivir Plus (Diversey), 70% Isopropyl alcohol or Bioesque cleaner in between uses

Equipment that cannot be cleaned between uses is quarantined for 24hrs (fabric)

Other

Clear signage, verbal and email communication with all patrons regarding safety protocol

Proof of vaccination for participants over 18yrs, after Sept 22,2021

What we will do if there is a potential case, or suspected exposure to, COVID-19 at our workplace

Contact Peterborough Public health

Cancel classes until space can be thoroughly sanitized

Notify those that may have been exposed

How we're managing any new risks caused by the changes made to the way we operate our business

Regular communication between staff, keeping current with local legislation

How we're making sure our plan is working

Communicating weekly. Filling out daily cleaning, screening and equipment quarantine checklists.