

# **East Gwillimbury Skating Club**

## **Enhanced COVID-19 Response Protocols**

East Gwillimbury Skating Club (EGSC) is committed to enhancing club operating protocols due to COVID-19, in order to support the health and well-being of our members, coaches and volunteers. EGSC will continue to follow all existing health and safety, and Return-to-Play protocols as directed by Skate Canada, Skate Ontario, the Town of East Gwillimbury and York Region Public Health.

### **Procedures**

All of the same procedures as outlined in the EGSC Policies and Procedures are to be followed. In addition, the following actions will be followed:

1. There is an increased risk for severe COVID-19 outcomes for those:
  - Aged 65 and over, and/or
  - With compromised immune system, and/or
  - With underlying medical conditions

EGSC strongly advises that those who have and/or are living with anyone with increased risk take this into consideration before participating in our programs.

2. The facility has identified ONE main entrance, and ONE exit for each ice pad for all members attending programs. Public Health screening processes are to be completed at the designated entrance upon arrival, and before participating in club programming.
3. No spectators (parents/guardians) are allowed in the facility while we operate under enhanced protocols.
4. EGSC members are to immediately report to the COVID-19 Oversight Committee if they have developed or have been exposed to someone with COVID-19 symptoms.
5. Maximum training group size varies:
  - STARSkate: Maximum 20 individuals (coaches and skaters)
  - Synchronized Skating: SYS teams may resume training as a whole while maintaining physical distancing.

The Town of East Gwillimbury maintains that there is a maximum of 25 participants per ice pad.

6. All skaters, coaches, choreographers, and volunteers must sign a one-time Acknowledgement, Release, Indemnity, and Assumption of Risk regarding COVID-19 form (Waiver) prior to the start of participation in club activities.

**EGSC will take every precaution and measure necessary to reduce the spread of COVID-19 during this provision of escalated pandemic emergency.**

## **DAILY ROUTINES**

All skaters/coaches/choreographers/club volunteers should self-screen before coming to the facility each day. A full list of symptoms can be found at:

[http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/2019\\_reference\\_doc\\_symptoms.pdf](http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/2019_reference_doc_symptoms.pdf)

Any person who meets the following criteria must stay home and immediately report their symptoms to the COVID-19 Oversight Committee:

- Temperature equal or greater to 37.8 degrees Celsius, and/or
- Has any cold or flu-like symptoms or vomiting and/or diarrhea

Any person who is feeling unwell is strongly encouraged to self-isolate immediately and seek a health assessment for COVID-19. Some options for assessments include:

1. An online self-assessment tool at:  
<https://covid-19.ontario.ca/self-assessment/>
2. An assessment over-the-phone with Telehealth Ontario: 1-866-797-0000 (available 24/7)
3. Speak to your primary care provider for a phone or virtual assessment and further direction regarding COVID-19 testing.

Individuals must not attend any training sessions or club activities if they:

- Exhibit any COVID-19 symptoms such as: fever, cough, difficulty breathing, or other symptoms identified 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 of Canada and do not have a Travel Exemption as per the Government of Canada

## **ARRIVAL**

Participants will arrive at the facility wearing a non-medical face mask 15 minutes prior to their program start time and line up outside the main sliding entrance doors (South side of the building), standing on the designated spots while maintaining 2-metres physical distance. The health screener will greet each participant, take attendance and complete the health screening.

For entry onto the Atlas Rink (East Pad), participants will enter through the right side of the sliding doors. For entry to the New Road Rink (West Pad), participants will enter through the left side of the sliding doors.

Once the complete group has arrived, the screener will call the Municipal Staff to unlock the door. All persons entering the building must complete the health screening prior to entry. Please arrive on-time so there is no delay in the entrance and screening process. **Late arrivals will not be granted access into the building.**

Only skaters, coaches and volunteers are allowed into the facility.  
NO PARENTS/GUARDIANS/SPECTATORS are permitted to enter at this time.

Parents/Guardians must accompany their skater to the entrance to ensure skater safety on the sidewalk and through the parking lot. Before parents leave, they will be asked to confirm the phone number that they registered with to ensure EGSC has the correct information if a parent needs to be contacted while their skater is participating in training.

While the skater is inside the facility participating in club programming, parents/guardians must remain nearby and **immediately available** to their skaters in the event of an injury, emergency, illness, or in case their skater needs assistance with the washroom.

## DAILY SCREENING PROCESS

All participants (including skaters, coaches and volunteers) will submit to daily COVID-19 screening prior to entering the facility while maintaining 2-metres physical distancing from the health screener.

The screener must wear a non-medical face mask when completing the Daily Screening Process. Other PPE (gloves, eye protection) will be available for the screener.

### How to Conduct Daily Screens

1. Everyone will be greeted upon arrival at the facility in a calm, friendly manner.
2. Look to see if the participant appears unwell/is displaying signs or symptoms of COVID-19.
3. Ask the parent/guardian about the well-being of the skater and of those at home. For coaches and volunteers, ask them about their well-being and those of their household.
4. Complete the Daily Health Screening Questionnaire:
  - Do you have a fever? (Feeling hot to the touch, a temperature of 37.8 degrees Celcius or higher)
  - Do you have any of the following symptoms:
    - Cough (that's new or worsening)
    - Shortness of breath
    - Runny, stuffy or congested nose (not related to other known causes such as seasonal allergies)
    - Sore throat
    - Difficulty swallowing
    - Lost sense of taste or smell
  - Have you travelled outside of Canada in the past 14 days, or had close contact with anyone that has travelled outside of Canada in the past 14 days that does not have a Government of Canada Travel Exemption?
  - Have you had close contact in the past 14 days with anyone with active respiratory illness or an active confirmed or probable case of COVID-19, without the consistent and appropriate use of personal protective equipment?
5. If the individual answers "no" to all the questions, they are cleared to enter the facility, sanitize their hands and participate in their on-ice activity.
6. If the individual answers "yes" to any of the questions, they are not permitted to enter the facility and participate in club activities.
7. Everyone participating in the training session will be logged on the Session Participation Tracking Sheet

When entering the facility, participants are to maintain 2m physical distance from any other person who is using the facility unless they are from the same household.

## **PREPARING FOR A SESSION**

Non-Medical Face Masks are required to be worn while in the lobby of the facility.

Upon entry into the facility, participants will be immediately directed to sanitize their hands once they have passed the screening area. Participants will be directed to a chair in the lobby of the ice pad that they will be using to put their skates on and prepare for the session. Changerooms will remain closed at this time.

Participants using the Atlas (East) rink will enter the ice on the player's bench/skating office side of the pad through the door closest to the lobby.

Participants using the New Roads (West) rink will enter the ice on the music room side of the pad through the door closest to the lobby.

Participants are strongly encouraged to arrive at the arena ready for the session (skates on, guards on, wearing appropriate training attire, etc.) as there will only be a 10-minute window for entry, screening and taking the ice. Skaters are encouraged to put on and remove their skates outside of the arena respecting physical distancing protocols. Skaters can use their own vehicles for this. Warm up should take place outside of the facility, or at home before arrival.

NO BAGS are permitted in the facility at this time. Please bring only what you will need to participate on the session, including:

- Gloves
- Water Bottle
- Kleenex box (with a Ziploc bag for disposal)
- Skates
- Guards
- Helmet
- Posture Bar

All personal belongings (i.e., shoes/boots) should be kept on or below the participant's designated chair. Players benches and penalty boxes will be off-limits.

All participants must maintain physical distance from each other while preparing for a session and when entering the ice surface. No gathering of participants is allowed.

Access to a washroom will be provided. The New Roads washroom will be available for participants using the West Pad, and the referee's room will be available for participants using the Atlas Rink (East Pad). Social distancing must be maintained to and from the washroom. Proper hand hygiene must take place.

Water fountains will not be available for use. Please bring your own individually filled water bottle to the arena. Sharing of water bottles is strictly prohibited.

## **ON-ICE PROCEDURES**

All skaters are to maintain 2m physical distance from any other person during the session. Individuals from the same household are not required to follow physical distancing requirements.

Coaches are recommended to wear a non-medical face mask while coaching. Skaters are not required to wear a non-medical face mask while skating.

Any winter gloves worn should be washed daily.

Hand sanitizer will be available at the boards during each session.

Skaters are encouraged to “pass” each other to a different area of the ice to prevent gatherings on the ice surface. The perimeter of the ice should be used as a continuous lane to help physical distancing. Coaches will advise skaters on where to stand while receiving instructions to maintain a safe distance.

Coaches will use circuits, highway lanes and X&O Patterns during group lessons to promote distancing and safety. Dances will be skated solo by the skater or shadowed by a coach. There will be no partnering for dances.

Coaches and choreographers are recommended to coach from one spot on the ice and limit their movement on the ice.

Skaters participating in club activities must be able to comprehend and follow verbal and visual instructions. Coaches must be “hands-off” with no physical touch while coaching skaters. The boards may be used as a teaching aid. Coaches and skaters must sanitize their hands (if no gloves are worn) before touching the boards. Coaches will disinfect the boards after each use.

Participants should remain on the ice for the duration of their session.

### **Harness Use**

Mounted and portable harnesses are permitted to be used in the following situations:

- Both the skater and coach must wear a mask while the harness is in use
- The harness lock, belt and pulling bar must be disinfected before and after each use
- The coach and skater should sanitize their hands before and after each use if no gloves are worn.
- Coaches are encouraged to stay 2-metres away during the lesson where possible
- Lessons in the harness should be limited to no more than 15 minutes, with adequate time for disinfection between lessons
- EGSC will make use of both harness belts during sessions and rotate these between skaters to allow for increased disinfection times

### **Music Playing**

Only coaches will be permitted to touch the iPod to play music at this time. Coaches will sanitize their hands before and after touching the iPod and disinfect the surface of the player after each use. The auxiliary cord will be disinfected after each session.

## **Personal Items**

All personal items required during the session (water bottle, Kleenex, face mask, etc) will be stored in a hanging shoe bag at the ice surface for the duration of the season. Each participant will have their own individually marked slot to keep their items. Skaters who need to access their items while training must sanitize their hands prior to touching the slot, and immediately after they are finished. The shoe bag will be disinfected after each session.

Skaters who use Kleenex on the session must bring their own closed container (i.e., Ziploc bag) for disposing of used personal items. These must be disposed of at home, or in a lidded garbage container in the facility. Skaters must sanitize their hands after using tissues and before returning to training.

EGSC recommends bringing a closed container (i.e., paper bag) to store their face mask in while training on the ice. Skaters must perform proper hand hygiene when donning and doffing their mask. Hand sanitizer will be made available at the ice-level entry and exit doors.

Gloves worn by skaters and coaches should be washed daily.

## **Synchronized Skating**

At this time, skaters are not permitted to contact each other on the ice. Skaters must respect physical distancing guidelines within all parts of the facility by staying at least 2m apart.

## **First Aid Kit**

A first aid kit will be available during each session. Coaches will be the only ones with access to the first aid kit and must sanitize their hands before and after its use.

Incident reporting will still be maintained as per normal procedures. Information about the accident will be collected, and an incident report will be filled out and submitted to Skate Canada within 30 days.

## **Teaching Aids**

Only teaching aids made of non-porous materials will be used.

All teaching aids will be disinfected prior to the start of the season, and before and after use on each session.

Markers will be individually assigned to each coach and should be sanitized after each session.

All signs used will be laminated and cleaned between sessions.

## **EXITING THE FACILITY**

Masks must be worn when exiting the ice surface. Skaters/Coaches must practice proper hand hygiene when donning their masks after leaving the ice. Hand sanitizer will be made available at the ice-level exit doors.

Participants using the Atlas (East) rink will exit the ice surface on the spectator's bench side of the ice through the door closest to the lobby. They will then return to the East pad lobby, collect their belongings from their designated chair, sanitize their hands and leave the facility through the East doors to the parking lot (near the baseball diamonds).

Participants using the New Roads (West) rink will exit the ice surface on the spectator's side of the ice through the door closest to the lobby. They will then return to the West pad lobby, collect their belongings from their designated chair, sanitize their hands and leave the facility through the West doors to the parking lot (near the Canada Hall).

The East and West building doors should only be used to exit the facility. Please use the appropriate markers to assist in a safe exit, maintaining 2 meters physical distancing. There will be no re-entry through these doors.

All participants will need to exit the building 5 minutes after the completion of their training session. Please use the appropriate markers to exit the facility.

Once participants have cleared the arena, Municipal Staff will use the remaining time between training groups to clean and disinfect high touch points and the areas that have been accessed. Once cleaning is completed, the next group will be allowed to enter.

## **SKATE ONTARIO COVID-19 WAIVER**

All individuals participating in club activities must complete the Skate Ontario Acknowledgement, Release, Indemnity and Assumption of Risk regarding COVID-19 ("COVID-19 Waiver). Failure to do so means that the individual must not participate in club activities.

Any individual participating in club activities is required to complete a COVID-19 Waiver, or have a signed COVID-19 Waiver on-file with Skate Ontario:

- Skaters
- Coaches
- Board Members
- Volunteers
- Officials (this will be kept on file with Skate Ontario)

EGSC will keep a copy of the waiver on file for all participants.

## **HOW TO RESPOND TO SUSPECTED COVID-19**

### **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 club activities.

If the participant becomes unwell while engaging in club activities, the individual will be supervised and isolated from all others in a well-ventilated area (or outside) and the participant and individual providing supervision will be provided with a non-medical face mask. The ill participant will be provided with tissues and hand sanitizer to be used for proper respiratory etiquette and proper hand washing while waiting for pick up.

The individual shall be sent home and instructed to follow public health guidelines regarding self-isolation and testing.

The facility will be informed in order to determine if any areas need to be closed off and/or require additional cleaning/disinfecting.

A member of the COVID-19 Oversight group will be informed of the situation and will 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 the EGSC who has been tested for COVID-19 must not participate in club activities while waiting for the results of the test.

EGSC will work with Public Health to consult the Session Participation Tracking Sheet to determine the participants who might have been in close contact with the individual. Participant information will only be disclosed to Public Health per their direction as part of a case investigation. Close contact is defined as being within 2-meters for a period lasting longer than 15 minutes without appropriate or consistent PPE.

The local Public Health unit (York Region Public Health) will provide specific advice on what control measures are to be implemented to prevent the spread and how to monitor for other possible infected skaters/coaches/volunteers.

Any members who were in close contact with the individual should not participate in club activities and should follow public health guidelines until the diagnosis is ruled out by health professionals.

### **If an individual test positive for COVID-19**

If an individual test positive for COVID-19, they should inform a member of the EGSC 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. The Session Participation Tracking sheets may be used to assist Public Health officials in informing other EGSC members who may have been in close



contact with the individual. Participant information will only be disclosed to outside parties as part of a case investigation.

Any club members who were in close contact with the individual should not participate in club activities for 14 days and should follow Public Health guidelines regarding self-isolation and testing.

EGSC will inform and work with the facility in the case of a positive COVID-19 result and determine if any additional cleaning/disinfecting or closure of the building should be performed as per the facility's guidelines.

EGSC will inform Skate Ontario of a positive COVID-19 diagnosis by e-mailing [clubsupportservices@skateontario.ca](mailto:clubsupportservices@skateontario.ca)

### **Return to club activities following illness**

If no test was performed, or if the COVID-19 test was negative, and there was no exposure to a confirmed COVID-19 case or travel outside of Canada, the individual may only return to training sessions once they have been symptom-free for 24 hours.

Individuals must continue to maintain physical distance of 2 meters upon return.

### **Return to club activities following COVID-19**

Following a positive COVID-19 test, an individual must self-isolate for 14 days and follow all Public Health guidelines regarding return to activities.

### **Modification/restriction/postponing or canceling of club activities**

The local Public Health unit (York Region Public Health) will provide specific advice on what control measures are to be implemented to prevent the spread, how to monitor for other possible infected skaters/coaches/volunteers, and advice on restricting activities

## **PUBLIC HEALTH GUIDELINES**

EGSC skaters, coaches, board members and volunteers should follow all public health guidelines regarding COVID-19. These may include:

- Any member who themselves have travelled outside of Canada, or has someone in the household who has travelled outside of Canada must self-isolate and not participate in club 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 EGSC activities for 14 days

- Any individual **with symptoms** of COVID-19 is not permitted to take part in club activities
- Any individual who has **someone in their household showing symptoms** of COVID-19, should not participate in club activities

The local Public Health unit (York Region Public Health) will provide specific advice on what control measures are to be implemented to prevent the spread and how to monitor for other possible infected skaters/coaches/volunteers.

## COVID-19 OVERSIGHT GROUP

These individuals will be acting as the COVID-19 Oversight Group as we transition back to skating activities. The following people will comprise this COVID-19 Oversight Group.

| <b>Name</b>            | <b>Position</b>  | <b>Phone</b> | <b>E-mail</b>  |
|------------------------|--|--------------|--|
| Lianne Sherriff        | Skating Programs Director                                      | 905-715-3552 | <a href="mailto:programdirector@egskatingclub.com">programdirector@egskatingclub.com</a> |
| Kristin Malecki        | Skating Coach<br>R-ECE<br>JHSC Certified Member<br>(Childcare) | 905-868-4190 | <a href="mailto:kristin.malecki@hotmail.com">kristin.malecki@hotmail.com</a>             |
| Charlene Gunn-Hagerman | EGSC Parent<br>York Region<br>Public Health                    | 289-231-5499 | <a href="mailto:charlenegunn@rogers.com">charlenegunn@rogers.com</a>                     |
| Leigh Ann Pitre        | Past President<br>Teacher                                      | 905-715-2281 | <a href="mailto:r.lpitre@rogers.com">r.lpitre@rogers.com</a>                             |