

Oak Bay Parks, Recreation and Culture

COVID-19 ICE ARENA

SAFTEY PLAN & GUIDELINE FOR RESTARTING OPERATIONS

Updated June 18, 2020



Introduction

This Safety Plan for restarting operations was created to inform patrons and arena user groups about the guidelines and procedures in place to prevent the transmission of COVID-19 and to maintain a safe and healthy environment for all participants, and staff during the COVID-19 pandemic.

Amateur and Private Rental groups that utilize the Ice Arena are a large portion of the arena's total usage. This Guidelines include the approved Return to Sport (RTS), Sport Specific Plans for every Local Sport Organization (LSO) participating at Recreation Oak Bay's Arena. These Safety Plans have been adapted from their Provincial Sport Organizations (PSO) and ViaSport's RTS. It is important that there is congruence between the Return to Sport guidelines and the District's Safety Plan. Rental and user groups of the Arena will work closely with District staff to ensure all guidelines are met.

It is understood all LSO's individual participant agreement, includes direction that participants will abide by Recreation Oak Bay's Safety Plan, when entering Recreation Oak Bay's facilities under the COVID-19 Response plan and RTP Protocol.

Resources

The following resources are available to inform participants of programs and rentals in the arena about guidelines and necessary protocols in place from the Province of British Columbia:

BC COVID-19 Self-Assessment Tool:

<https://bc.thrive.health/covid19/en>

BC Cleaning and Disinfectant for Public Settings:

http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting_PublicSettings.pdf

Work Safe BC COVID-19 Safety Plan

<https://www.worksafebc.com/en/resources/health-safety/checklist/covid-19-safety-plan?lang=en>

Preventing exposure to COVID-19 in the workplace: a guide that employers may use to assess the risks and controls in their workplace.

<https://www.worksafebc.com/en/resources/about-us/guides/preventing-exposure-to-covid-19-in-the-workplace?lang=en>

ViaSport BC – Return to Sport Guidelines

<https://www.viasport.ca/sport-specific-guidelines>

The Recreation and Parks Sector Guideline for Restarting Operations

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

Recreation Oak Bay's Ice Arena Facility Safety Plan

Prior to developing this plan, a risk assessment was reviewed on all arena programs and sessions. Risk mitigation strategies were developed under the following 6 categories to assist in ensuring a safe re-opening

June 22 – Arena will reopen for Oak Bay Figure Skate Club rentals only.

June 29 – Arena will reopen for skate programs and rental/user groups. The following programs and activities will be offered through the Arena:

- Pre-registered open skating sessions
- Small group learn to skate programs and private lessons
- Power skating and other skill development sessions
- Pre-registered “stick and puck,” hockey skill development sessions
- Minor sport rental and user group sessions

General Arena and Skate Program Guidelines

- All access to the arena will be done on reservation/pre-registration system accessible by phone or online only to minimize contact with employees at the Reception desks.
- Patron screening will occur prior to entry into the facility space. Patrons are to be asked to remain home or leave the facility if they answer positively to questions regarding the presence of symptoms related to COVID-19, exposure to others with symptoms or having traveled in the last 14 days.
- Signage will be posted at the entrance to all facility and program spaces regarding COVID-19 safety precautions.
- Participants in any program or activity must adhere to physical distancing requirements.
- Maximum ice occupancy to ensure physical distancing requirements will be 20 people at one time. The occupancy level has been determined by the guidelines of a 5 metre radius for active participants as presented by the B.C. Recreation and Parks Association's “Guideline to Restarting Operations.”
- Maximum allowable registrations within each program session have been reduced to reflect the need for physical distancing and to meet the maximum ice occupancy level as stated above.
- There will be separate entrance and exit ways with patron movement delineated by floor markings and directional signage. Patron movement through the arena lobby and arena will be one way only.
- For children's programs and activities, only one parent per child will be allowed to enter the facility and to access the arena spectator area/stands. Seating will be delineated within the arena stands.
- Seating in the arena lobby will be limited with directions for patrons to sit at least 6 feet/2 metres apart.
- There will be no skate or helmet rentals available.
- There will be no changerooms or showers available.

- All toys and other skate lesson equipment will be removed from the ice and will not be available for programs.
- No hockey games or scrimmages will be allowed, all sports activities must be focused on individual skill development and practice drills.
- Participants will be advised and directed to arrive at the facility in the appropriate gear and equipment for their activity (other than skates and helmet which may be put on at the Arena).
- Participants in programs will be allowed to arrive up to 15 minutes ahead of their scheduled program/activity time and must exit the facility within 15 minutes of the end of their scheduled program/activity time.
- Programs and rental group activities will be scheduled with a minimum of 45 minutes between each to facilitate for the exit of one group prior to the entrance of the next group and to allow for cleaning and sanitization of equipment and touch surfaces in the arena and arena lobby.
- General cleaning and disinfecting of the arena lobby and spectator area will occur during the 15 minute time slots built into arena schedule between every user group. During this time frequently touched surfaces such as door handles, light switches, counters, chairs and equipment will be cleaned and sanitized.
- For hockey programs, goalies will be provided with a separate bench area for dressing and removing gear/equipment.
- Absolutely no spitting will be tolerated. Participants seen spitting on the ice or in the arena will be asked to leave the facility immediately. Employees will then cordon off the area and request cleaning and sanitization by OBPRC Maintenance staff.
- Hand sanitizer and/or hand washing options will be available and patrons will be instructed to use these options before and after participation in class.
- Instructors will inform patrons on the safety guidelines and expectations of hand washing and sanitization at the start of each class.
- The Arena Lobby washrooms will be available with use restricted to two people at a time.
- The indoor water fountains and water bottle filling stations will be available for use and will be sanitized after each program or activity.

Arena Rental User Groups

- All minor sport and arena rental user groups affiliated to a provincial sport organization must present a COVID-19 Safety Plan approved by the Province via their Provincial Sport Organization (PSO's) and which has been adopted by their local sports organization (LSO). Proof of this approval process will be required upon request of Oak Bay Parks, Recreation and Culture.
- Sport rental user groups that are not affiliated with a recognized PSO or LSO will be required to provide a safety plan that adheres to the VIASport BC and recognized PSO guidelines for their sport. User groups of this nature will be required to provide signed acknowledgement and acceptance of these guidelines prior to any participation on the ice.
- No games or scrimmages are permitted at this time. All sport activities must be focused on individual skill development and training or practice which support physical distancing requirements.

- Oak Bay Parks, Recreation and Culture staff will periodically monitor the activities of rental/user groups and those found in contravention of the approved COVID-19 guidelines of their respective sport risk losing their ice time and risk closure of the facility for all.
- Rental/user group participants must adhere to physical distancing requirements at all times.
- No changerooms or showers will be available, participants must arrive ready to participate other than skates, gloves and helmets.

Cleaning and Disinfecting

- Program spaces and equipment will be cleaned and disinfected in accordance with the BC Centre for Disease Control *Cleaning and Disinfecting Guidelines*.
- Recreation Oak Bay to secured cleaning/disinfection supplies (see WorkSafeBC Guide) and nonmedical PPE for employees.
- Sports staff schedule on shifts that include new cleaning duties will be trained on proper cleaning/disinfection.
- Information for patrons on Recreation Oak Bay's cleaning and disinfection practices are posted
- General cleaning and disinfecting of spaces will occur, during the 15min scheduled clean time between every user of the arena.
- Frequently touched surfaces such as door handles, light switches, faucets, tables, counters, chairs, and toys will be cleaned and sanitized frequently after use.
- Toys such as stuffed animals, beanbags and sponges that cannot easily be cleaned will be removed from all program areas.
- Garbage cans, and recycling bins, will be cleaned daily.

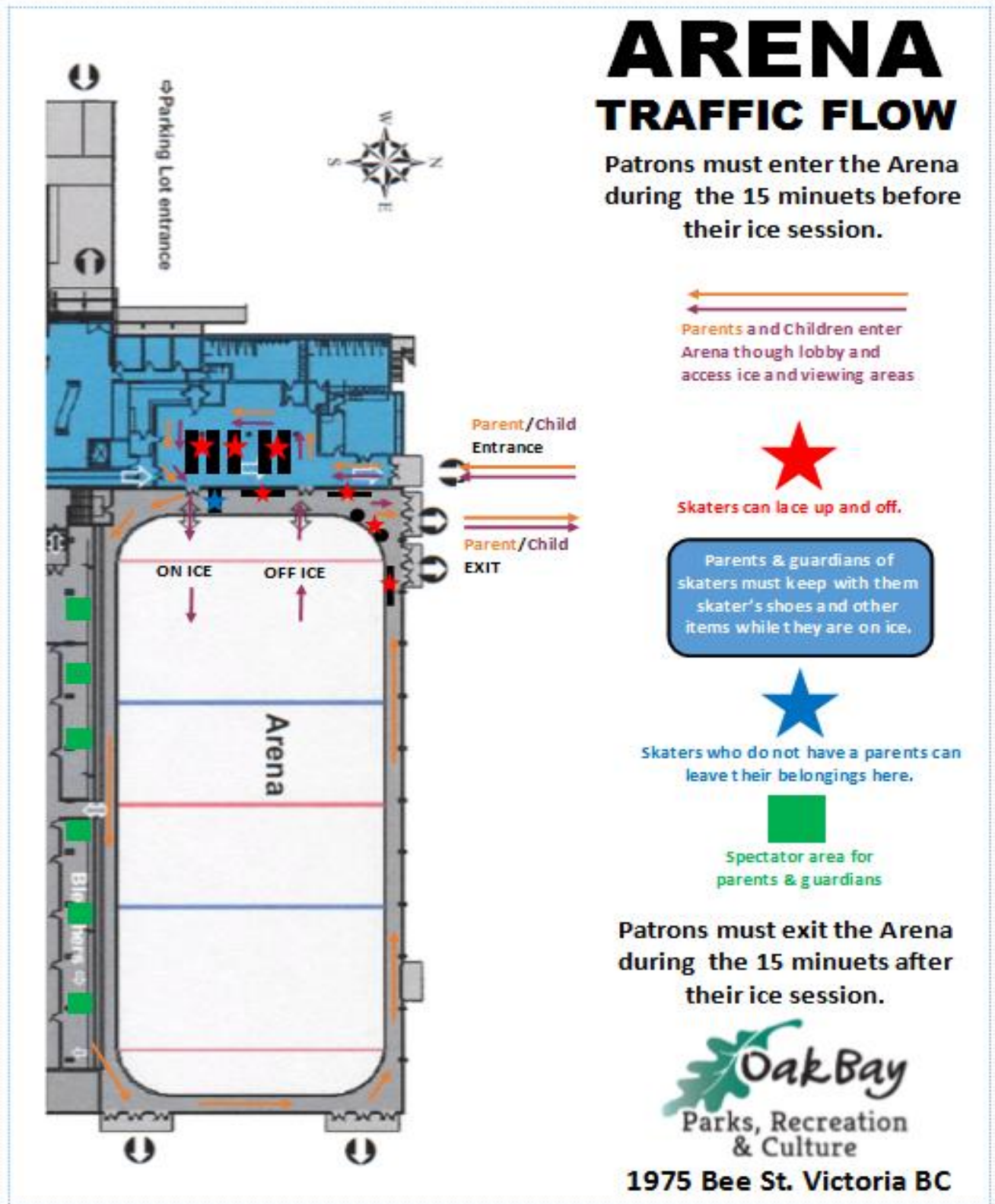
Staff Safety & Training

Recreation Oak Bay staff will be trained in the following protocols to support a healthy return to work, sport and recreation:

- Monitoring and supervision of physical distancing requirements
- Safe practices for first aid emergencies,
- Expectations that every employee adheres to regarding the requirement to stay home if sick or experiencing symptoms of COVID-19
- Proper and appropriate use of PPE such as masks and gloves
- Cleaning and sanitization procedures and safety measures
- Support for any workers expected to monitor compliance with public and the potential for conflict situations
- Frequent hand washing/sanitizing and proper respiratory hygiene

Staff performing first aid for patrons in the arena, follow the protocols provided by governing bodies such as Red Cross and Lifesaving Society for COVID-19 protocols. Staff will follow hygiene and distancing as guided by occupational first aid attendants in the workplace. Also see [WorkSafeBC OFAA protocols](#)

Recreation Oak Bay's Ice Arena Traffic Flow



VIASport BC, Provincial Sport Organization (PSO) and Local Sport Organization (LSO) Return to Sport and Sport Specific Guidelines

All arena user and rental groups will be required to present a COVID-19 safety plan that aligns with guidelines from VIASport BC and their Provincial Sport Organization. These plans must also be approved by the board of the local sport organization. The following specific examples and categories will be utilized:

BC HOCKEY - Admirals Minor Hockey & CRFMHA

~With approval from Vancouver Island Amateur Hockey Association (VIAHA)

HOCKEY CANADA & BC HOCKEY'S RETURN TO HOCKEY GUIDELINES

https://cdn.hockeycanada.ca/hockey-canada/Exclusive/return-to-hockey/downloads/HC_RTH_Safety-GUIDELINES_EN.pdf

The type of hockey activities that may occur when hockey returns will be determined by the regional governing member of Hockey Canada, in consultation with the appropriate government and public health authorities. In some cases, this may be limited initially to include skill based activities that respect social distancing protocols, while in others, modified or traditional game play may be possible. It is difficult at this stage to predict when games will return with any degree of certainty.

SKATE BC – Oak Bay Figure Skating Club

~With approval from Skate BC

The [BC/YK Section Return to Play for Figure Skating Guidelines](#) have also been approved by the BC/YK Section Board of Directors, which provides the detail by which clubs can return to the rinks should their local facility be open

<https://www.skatinginbc.com/sites/default/files/news/resources/skate-canada-bc/yk-covid-19-information/bcyksectionreturntoplayforfigureskatingguidelines060120.pdf>

PRIVATE SPORT – Rental Groups

Other arena user groups are expected to have similar plans outlining safe practices to reduce the transmission of COVID-19. All plans should adhere to and align with their respective PSO Return to Sport guidelines. If there is no corresponding PSO, organizations are to align their plans with the general ViaSport guidelines for best practices.

All current guidelines indicate that there will not be any playing of contact sport nor competition nor games at this time. **Therefore no private or adult hockey leagues or and games are permitted at this time. In the future these groups will need to submit their own RTS Safety Guidelines to Recreation Oak Bay before they are permitted to use the arena.**

Recreation Oak Bay's Ice Arena in house Program specific Safety Planes and Guidelines

Registered Open Skating Sessions – Unstructured Activity Saturdays – 6:30-8pm

The calculated radius of this activity ensures a two metre distance can be maintained between participants, recognizing this activity will typically require spacing of up to five metre radius.

About the session

- Patrons must pre-register and pay through PerfectMind or via phone on the day they want to skate.
- Maximum of 20 patrons per session.
- Staff will be given a class list to confirm each patron's registration as they arrive
- One staff will be on duty patrolling the ice and educating patrons on physical distancing and other COVID-19 safety guidelines.
- No skate aids, toys or equipment will be available to the public.
- No skate/helmet rentals will be available to the public.

How the shift will run/guidelines

- Staff will be on shift 30 minutes prior to the start of the session to facilitate cleaning of the arena lobby, washrooms and all "high touch" surfaces.
- Patrons will be asked to arrive 15 minutes prior to the start of the session as the "entry time" and follow the foot traffic patterns as posted on the floor and walls of the arena and lobby.
- The session will run with patrons being asked to adhere to physical distancing.
- Once the session has ended, patrons will be given a 15 minute "exit time" where they take off equipment and leave the building via the posted traffic patterns.
- Staff will remain on shift for an additional 15 minutes to facilitate cleaning of the arena lobby, washrooms and all "high touch" surfaces.

Registered NHL Hockey Camp

- Staff and campers will follow all camp specific guidelines as per **Oak Bay Parks, Recreation and Culture , COVID-19 Childcare Handbook for Licensed Care and Summer Camps.**

Registered Stick and Puck– Unstructured Activity

Aug 10 -14th – 8:30 – 12noon

The calculated radius of this activity ensures a two metre distance can be maintained between participants, recognizing this activity will typically require spacing of up to five metre radius.

About the session

- Patrons must pre-register though PerfectMind or via the phone on the day they want to skate.
- The sessions will have no more than 18 skaters, and 2 goalies registered in any one session.
- Staff will be given a class list to confirm each patron’s registration as they arrive.
- One staff will be on duty patrolling the ice and educating patrons on physical distancing and other COVID-19 safety guidelines.
- No skate/helmet/sticks or equipment rentals will be available to the public.
- Skates, helmets, gloves, and sticks are all mandatory equipment for this session. No sharing of equipment will be permitted.
- Full gear is permitted, but patrons must show up to the rink in full geared, and leave in full gear, with the exception of their skates. (Goalies have a specific area to put on large equipment items)

How the shift will run/guidelines

- Staff will be on shift 30 minutes prior to the start of the session to facilitate cleaning of the arena lobby, washrooms and all “high touch” surfaces.
- Patrons will be asked to arrive 15 minutes prior to the start of the session as the “entry time” and follow the foot traffic patterns as posted on the floor and walls of the arena.
- The session will run with patrons being asked to adhere to physical distancing measures in mind.
- Patrons can skate, pass and stick handle with a puck. Players can also take shots on the goalie.
- ABSOLUTELY NO GAME PLAY OR SCRIMAGE IN ANY FORM.
- ABSOLUTELY NO SPITTING
- Once the session has ended, patrons will be given a 15 minute “exit time” where they take off skates and leave the building via the posted traffic patterns.
- Staff will remain on shift for an additional 15 minutes to facilitate cleaning of the arena lobby, washrooms and all “high touch” surfaces.

Learn to Skate (LTS) and Private Lessons

LTS -Monday to Friday 2:45-4:45pm – July 6-12/ July 20-26/ Aug 10-16/ Aug 17-23

Private/Family Lessons – Saturday – 12:30-3:30pm

Staggered start and end class times to aid in less congestion for the Mon –Fri Group lessons

- 2:45-3:15pm - Preschool 2-4
- 3:20 – 4:25pm - School Age – 2 & 3
- 4-4:45pm - School Age – 4,5,& 6

About the session:

- LTS Instructor to student ratios have been reduced to 1 :3
- LTS will not be offering lower level classes where direct physical contact is often unavoidable (pre-school 1, Skate 1).
- Classes are programmed with staggered start times, within a two hour time frame in order to ensure a minimum number of skaters on the ice at all times. Maximum skaters on the ice at any one time is 20.
- Staff will be given a class list to confirm registration.
- No skate or helmet rentals will be available. Patrons will be expected to bring and use their own.
- Toys and skate aid equipment will not be used during lessons.
- Patrons will be asked to arrive no more than 15 minutes prior to the start of the session as their “entry time” and follow the foot traffic patterns as posted on the floor and walls of the arena.

How the shift will run/guidelines

- Team Leaders will arrive 30 minutes prior to the start of the session to facilitate cleaning of the arena lobby, washrooms and all “high touch” surfaces.
- Participants and staff members will be asked to adhere to physical distancing at all times.
- Once the session has ended, patrons will be given a 15 minute “exit time” where they take off skates and leave the building via the posted traffic patterns.
- Staff will remain on shift for an additional 15 minutes to facilitate cleaning of the arena lobby, washrooms and all “high touch” surfaces.

Rules for the skate

The session will continue to run all of its usual rules, with the addition of the following:

- Patrons will be asked to supply their own skates/helmets.
- Patrons will be asked to sit at least 2m apart in designated spaces in the arena lobby as well as keep their distance as best as possible on the ice with no physical contact.
- No toys on the ice.
- Please follow the delineated travel patterns to enter and exit the facility.
- No high-fives or fist pumps throughout the lessons.

Recreation Oak Bay's Ice Arena Contract Program Specific Safety Plans and Guidelines

Inner Power Coaching – COVID-19 Safety Guidelines for Recreation Oak Bay

Inner Power Coaching is committed to keep players, parents and patrons safe during all hockey related activities at Recreation Oak Bay. The Inner Power participant agreement, includes direction that participants will abide by Recreation Oak Bay's Safety Plan, when entering Recreation Oak Bay's facilities under the COVID-19 Response plan and RTP Protocol.

- There will only be ONE coach on the ice during all ice sessions.
- Scrimmages and physical contact drills will NOT take place. No Game Play.
- The coach will demonstrate all drills and power skating techniques 6 feet away from all players.
- Players will keep their distance of 6 feet away from each other.
- Players are only allowed to enter the arena, one at a time and must arrive ready to participate in full gear other than skates.
- Parents and players will abide by the floor marking and directional signage stated at Recreation Oak Bay.
- A maximum of 10 players will be allowed to participate on the ice at any one time.
- Player will bring their own clearly labelled full water bottle.
- Players will only enter the arena facility during the 15 min prior to the identified start time.
- Player must leave during within 15 minutes of the program completion time
- Players/Penalty benches and hockey dressing rooms are closed

Conclusion

Oak Bay Parks, Recreation and Culture will continue to monitor and adapt to the guidelines and recommendations of the Health Authorities. Our safety plans may be adjusted and changed as required over time and experience in program implementation.