

SASCU RECREATION CENTRE COVID-19 SAFETY PLAN

Salmon Arm Recreation

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your link to recreation



Staff Training Plan

Category: COVID-19 Procedures

Approved by: Aquatic Manager: May 2020

Revised:

Procedure

Staff Training

Salmon Arm Recreation will provide training to re-activate and up-date all staff prior to returning to work in Aquatics.

Online Training Topics

- Session 1: Disinfection (All staff)
 - o https://www.youtube.com/watch?v=bt52_P06nE&feature=youtu.be

- Session 2: Lifeguard Training (Lifeguards only)
 - Life Saving Society Videos (to be provided)

In-Person Training Topics

1. Rescue-Ready Assessment (Lifeguards only)
2. Personal Protective Equipment (All staff)
3. First Aid Procedures (Lifeguards only)
4. Cleaning Procedures (All staff)
5. Cleaning Chemicals (Maintenance only)
6. Front Desk Procedures (Cashiers only)
7. Exposure Control Plan (All staff)

All training must be documented and signed by both staff member and supervisor.

Staff Health and Hygiene

Category: COVID-19 Procedures

Approved by: Aquatic Manager: May 2020

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Procedure

COVID-19 Health Assessment

To avoid transmission between employees and patrons, every employee suspected or confirmed to have contracted COVID-19 must stay home.

Staff are required to verbally declare to their supervisor that they are symptom-free at the start of their shift.

Staff COVID-19 Self-Assessment

Any employee experiencing respiratory illness similar to a cold or flu should stay home from work and start to self-isolate immediately. These symptoms include: fever, chills, cough, shortness of breath, sore throat, painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue or loss of appetite. Contact the Interior Health COVID-19 Information line at 811 for advice. Follow the advice you receive and inform your supervisor.

It is likely that you will be required to self-isolate at home for a minimum of ten days from the onset of these symptoms and to stay home until these symptoms are completely resolved. If you are advised to be tested for COVID -19 and your test result is negative, you must continue to isolate until your symptoms are resolved.

Sick Workers

Workers who develop flu-like symptoms including fever, cough, sneezing, sore throat should immediately report it to their supervisor and go home or remain at home. They should then:

- complete the self-assessment via bc.thrive.health/covid19,
- call 8-1-1 for further review and/or call their doctor for direction,
- and request a COVID-19 test immediately

Workers may need to isolate for 10 to 14 days at home depending on the outcomes and advice of the above. <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/self-isolation>.

Anyone who may have been working in close proximity to a worker with flu-like symptoms, who was not following the requirements of the social/physical distancing procedure, is required to self-monitor for symptoms.

Work areas will need to be disinfected to prevent further spread of the virus to other employees

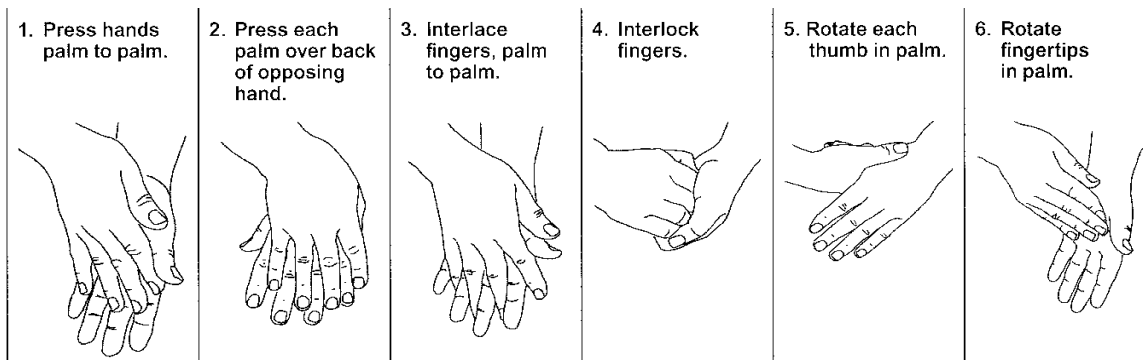
Hygiene

Hand Washing and Hygiene

Hand washing is one of the best ways to minimize the risk of infection. Proper hand washing helps prevent the transfer of infectious material from the hands to other parts of the body – particularly the eyes, nose and mouth – or to other surfaces that are touched.

Wash your hands immediately:

- Before leaving a work area;
- After bathroom use;
- After handling materials that may be contaminated such as money or documents or
- Before eating, drinking, smoking, handling contact lenses, or applying makeup.



Use soap and warm running water; it does not have to be hot to be effective. Wash and rinse your hands for at least twenty seconds. **If water is unavailable**, use a waterless hand cleanser that has at least 70% alcohol. Follow the manufacturer's instructions on how to use the cleanser. Workers should avoid touching their face, nose, and mouth and avoid rubbing your eyes. Personal hygiene should be maintained, and routine handwashing must take place. Dispose of anything that touches your mouth such as tissues or plastic eating utensils.

Face Masks

- Staff shall wear masks/face coverings outside their personal workspaces while in common areas (i.e. hallways, photocopy, meeting rooms and lunchrooms);
- All staff shall wear masks/face coverings when entering another employee's workspaces;
- Contractors and visitors shall wear masks/face coverings when visiting office areas;
- Staff shall wear face masks if physical distancing cannot be maintained with other staff members.
- At this time, wearing a face mask/face covering at all times in the facility is mandatory. This will be updated according to provincial health recommendations.
- Washable cloth masks will be provided for staff for use on the job site.
- Masks can become contaminated on the outside when touched by hands so employees should avoid touching or adjusting them often.
- Masks that become wet, soiled, or damaged are less effective and must be replaced immediately.
- Masks must be put on and taken off correctly, including not touching the front of the mask and washing hands before/after application and removal.
- Never share masks with others.

Personal Hygiene

- Avoid physical greetings such as handshakes and hugs.
- Employees must practice good hygiene throughout their shift including proper hand washing and cough/sneeze etiquette.
- There should be no sharing of cigarettes or vaping equipment.

Keeping Shared Spaces & Equipment Clean

Shared Staff Change Rooms

- Staff should arrive dressed in their uniform.
- A maximum of two staff in the change room. Physical distancing must occur at all times.
- Personal items brought in (e.g. bags, shoes, jackets) must be kept to a minimum.
- If personal items are in the change room, adequate space must be between each staff member's items to encourage physical distancing.
- All belongings must be brought home at the end of each shift.
- Lockers must be emptied and disinfected at the end of each shift.

Shared Equipment

- Equipment and tools must not be shared between employees (PPE, fanny packs, whistles, keys, etc.).
- Lifeguards should only use one rescue tube per shift. Disinfect the rescue tube before and after the shift. If a rescue tube must be shared, it must be disinfected between use.
- Clean staff room table before and after each use.
- Do not share cups, glasses, or utensils.
- Avoid sharing common objects (e.g. pens).
- Uniforms should be washed at home at the end of each shift.

Facility Admission & Access

Category: COVID-19 Procedures

Approved by: Aquatic Manager: May 2020

Revised:

Procedure

Facility Admission

Salmon Arm Recreation is implementing the following facility admission protocols:

1. At the entrance, sign posted stating:

FACE MASKS/COVERINGS ARE MANDATORY WHILE ATTENDING THIS FACILITY

“Do Not Enter If You Have:

- COUGH, FEVER, SORE THROAT OR ARE EXPERIENCING BREATHING DIFFICULTIES
- BEEN IN CONTACT WITH SOMEONE WHO HAS COVID-19 IN THE LAST 14 DAY

PLEASE WASH YOUR HANDS WITH SOAP AND WATER.

PLEASE RESPECT SOCIAL DISTANCING IN THE FACILITY.

PLEASE BRING YOUR OWN DRINKING WATER AS OUR FOUNTAINS ARE REMOVED FROM SERVICE.”

2. Patrons are encouraged to shower at home prior to entering the facility and to arrive in their bathing suit to limit time spent in the change rooms.
3. Employees located at the front desk are protected by a plexiglass barrier. Employees should wear gloves while handling cash and locker tokens.
4. Patrons must self-apply personal protective equipment as needed.
5. A reservation system and swim time limitations are in place to avoid crowd gathering and wait times.
6. Occupancy limit of 50 persons in the natatorium.

Facility Access

1. Facility access is provided with separate entry and exit points at the main entrance with a barrier ensuring physical distancing.

2. Signage, floor markings and barriers are installed to guide patrons in and out of the building.
3. Physical markers are installed on the lobby floor which indicate two metre physical distancing for patrons waiting in line.
4. Signage and barriers are installed in the change rooms to encourage physical distancing.
5. Occupancy limits posted for all public and staff spaces.
6. Staff visitors are prohibited.
7. Staff must leave the building immediately after their shift ends.

Disinfection Procedures

Category: COVID-19 Procedures

Approved by: Aquatic Manager: May 2020

Revised:

Procedure

The disinfection procedures listed are in response to the COVID-19 pandemic. These cleaning measures are in addition to regular facility cleaning procedures which are outlined in the Pool Safety Plan.

Personal Protection

The risk of exposure to cleaning staff is inherently low, however cleaning staff should wear disposable gloves and appropriate PPE for all cleaning tasks, including handling trash. PPE should be removed carefully to avoid contamination of the wearer and surrounding area.

Cleaning Procedures

Surfaces frequently touched by hands are most likely to be contaminated. These include doorknobs, handrails, light switches, cabinet handles, faucet handles, tables, countertops, and electronics. These areas are high priority cleaning areas within the facility.

Lockers and cubbies used by pool patrons/employees to store personal belongings are closed.

Salmon Arm recreation has created a detailed cleaning log which includes where, what, and how often cleaning will occur. Log sheets are posted outside washroom doors, completed/signed off each time they are cleaned.

Cleaning occurs in the change rooms every 2 hours and cleaning/disinfection occurs during the designated cleaning blocks throughout the operational day and after-hours.

Aquatic Programming

Category: COVID-19 Procedures

Approved by: Aquatic Manager: May 2020

Revised:

Procedure

General

1. Bather loads are reduced to allow appropriate physical distancing.
2. Signage installed at the entrance to inform patrons that:
 - a. Users should not spit, urinate, or blow their nose in the water.
 - b. People at higher risk of COVID-19 should not participate in programmed activities.
 - c. Patrons should not share water bottles, towels, goggles, or any other equipment.
 - d. Water bottles should be filled at touchless fill station available on deck.
 - e. The use of goggles is encouraged to avoid mucus contamination.

Patron Equipment

1. There is no current evidence that COVID-19 survives in chlorinated pool water. There are no special disinfection procedures to put in place for equipment that is regularly in contact with chlorinated water.
2. Snorkels are prohibited.
3. Equipment will be cleaned between use.

Swim Information

Salmon Arm Recreation is offering a reduced pool activity schedule to limit the number of patrons in the building at any one time.

- Booking is done online; go to salmonarmrecreation.ca for more information.
- Aquatics will retain basic contact information of all group attendees, as required by the Provincial Medical Health Officer.

Salmon Arm Pool will be reopened on a phased-in approach.

Phases	Activity Type
Phase 1 July 13-24 Monday to Friday only	Progressive reopening of aquatic facilities in compliance with provincial health authority. <ul style="list-style-type: none"> • Lifesaving or lifeguard training • Aquatic sports training for athletes • Aquatic fitness classes with instructors being out of the water (except for demonstrations) • Supervised lane/lap swimming with reduced bather loads
Phase 2 Dates to be Announced If there is no significant rise in Covid cases reported by the Health Authority during Phase 1 in the community, add activity.	<ul style="list-style-type: none"> • Individual swimming lessons or training sessions that do not need physical manipulation by the instructor or coach <ul style="list-style-type: none"> • Extend hours of operation.
Phase 3 Dates to be Announced If there is no significant rise in Covid cases reported by BC Health Authority in the community during phase 2, add activity.	<ul style="list-style-type: none"> • Recreational swimming • Swimming lessons excluding groups that need physical manipulation by the instructor • Whirlpool, and sauna • Other equipment (e.g. toys) with proper disinfection procedure
Phase 4 Pandemic is over, COVID-19 is under control	<ul style="list-style-type: none"> • All activities can resume

Note: All conditions and activities are subject to change at our sole discretion or based on Provincial Health recommendations.

Aquatic Amenities

Diving Boards

- Floor markings installed to indicate physical distancing measures for line-ups.
- Clean all touch points as usual.

Sauna

Saunas present a higher risk of COVID-19 transmission due to:

- Design makes it more difficult to maintain appropriate physical distancing.
- Challenging surfaces to keep clean and disinfected.
- Potential for COVID-19 to be spread when patrons touch common surfaces.
- The sauna will remain closed until further notice.

Hot Tub

- When re-opened, reduced bather load (maximum 9 patrons) to encourage physical distancing.
- The Hot Tub will remain closed until further notice.

Water Features

Water features will be assessed regularly and closed if needed to encourage physical distancing.

SASCU Recreation Centre Meeting Room Safety Plan

Below is a list of amendments that will be effective immediately for the SASCU Recreation Centre as per the updated PHO Order as of Nov 19, 2020 and will be effective until otherwise notified by the PHO.

1. "Masks are now required for everyone in all public indoor settings and workplaces. People who cannot wear a mask or who cannot put on or remove a mask on their own are exempt. "
 - Masks are required upon entry and must keep them off until you are ready to begin physical activity. Masks must be stored in a personal bag; no masks can be left out loosely.
 - Masks are required for everyone over the age of 2 years old.

"Employers are expected to enforce the mandatory mask policy with both employees and customers"

- A customer will be refused entry or service if they do not wear a mask

2. "No spectators are allowed at any sport activities under the order. The only people allowed to attend sport activities are those that provide care to a participant or player. For example, providing first aid"

Access

The SASCU Recreation staff will prepare rooms for usage by doing the following:

- Hand Sanitizer will be available for use at each entrance to the building.
- Washrooms will be open and supplied with soap and paper towel. Washrooms will be cleaned twice per day.
- Common touch points (door handles etc.) will be sanitized frequently throughout the day.
- Meeting room floors will be cleaned once per day or as needed.
- Rental groups wishing to clean and sanitize beyond the level provided will have access to cleaning products supplied in each room.

Re-occurring Renters:

Groups that are using the facility on a re-occurring and regular basis must submit a group safety plan. This plan must include the following:

Mandatory masks/face coverings

Attendee tracking
Symptom Screening
Physical Distancing
Group flow in and out of the facility
Management of common supplies and equipment
If applicable, refer to the viaSport Return to Sport document:

https://www.viasport.ca/sites/default/files/Phase_3_Return_to_Sport_Guidelines_web_09-10-2020.pdf

Single Use Renters

Renters that are using the facility for single use or on a random basis must follow the guidelines outlined in this document and keep abreast of BC Health Minister guidelines.

Attendee tracking must be recorded and retained for 30 days after facility use.

Entry/Admission

Salmon Arm Recreation is implementing the following facility admission protocols:

FACE MASKS/COVERINGS ARE MANDATORY WHILE ATTENDING THIS FACILITY

Do Not Enter If You Have:

- COUGH, FEVER, SORE THROAT OR ARE EXPERIENCING BREATHING DIFFICULTIES
- BEEN IN CONTACT WITH SOMEONE WHO HAS COVID-19 IN THE LAST 14 DAY
- PLEASE WASH YOUR HANDS WITH SOAP AND WATER.
- PLEASE RESPECT SOCIAL DISTANCING IN THE FACILITY.
- PLEASE BRING YOUR OWN DRINKING WATER AS OUR FOUNTAINS ARE REMOVED FROM SERVICE.

Employees located at the front desk are protected by a plexiglass barrier.

Patrons must self-apply personal protective equipment as needed.

Patrons should respect others regarding physical distancing.

Facility Entry and Exit for Users

Renters will access Rooms 1, 2, 3, and Citizens on Patrol Room will enter and exit through the west side of the building. Please respect physical distancing as people pass each other in the hallways and washrooms.

Renters will access the Board Room, Auditorium and Spinners and Weavers Room through the Auditorium Doors. Spinners and Weavers must sign in at the front desk. Board Room renters will exit through the main pool exit doors.

Auditorium renters will exit through the side doors as indicated in the room. Renters using the gym for sports will remove their outdoor footwear in the lobby and carry through to the EXIT space and put their shoes on the mat provided. Gym users entering as group involving youth, meet outside at the entry doors and enter as a group under adult supervision.

Spinners and Weavers Room users will exit through the main pool exit doors.

Occupancy Limits

It is the responsibility of rental groups to adhere to the occupancy limits.

Auditorium Lobby	19
Auditorium	50
Room 1	35
Room 2	23
Room 3	9
Board Room	6
Spinners and Weavers Room	2
Citizens on Patrol	1

Registered Programs

All registered programs will follow the COVID-19 protocols listed in this document. Participants registered in educational sessions (Red Cross Babysitting & Home Alone) will receive an activity pack of course materials and equipment for their personal use during the course.

Participants registered in gym and sport activities are expected to participate at a level that they feel comfortable with. The level and use of Personal Protective

Equipment is up to each individual. Program equipment will be sanitized as program demands and structure allow.

Usage

Rental users of meeting spaces must comply with the following:

- All visitors shall wear masks/face coverings while attending the facility except during physical activities and programs;
- Set up of tables and chairs keeping physical distancing in mind. Only use tables and chairs that are labelled for public rental use.
- Even though it is only required to sanitize the tables and chairs after your use, we do however recommend that you sanitize before as well.
- Do not use any equipment in the facility that is not included in the rental.
- Sanitize all hard surfaces on all tables and chairs that have been used during the rental period at the end of the rental period using the provided cleaning supplies (outside cleaning supplies are not permitted in the building)
- Return all tables and chairs back to their original location.
- If using additional equipment (projection screens) please leave them set up in the room and staff will sanitize and put away.
- Please leave the facility as soon as possible, do not linger in the facility.

Emergency

In the event of an emergency, please call 911.

The location of the facility is:

SASCU Recreation Centre

2550 10th Ave NE

Salmon Arm

Rooms 1, 2 and 3 – West Entrance

Auditorium and Board Room – Main Entrance

COVID-19 Positive Testing

Any person who tests positive for COVID-19 within 14 days of using one of our facilities must report this do Stan Thiessen sthiessen@salmonarmrecreation.ca

Provincial Phone Number for COVID-19 enquiries is 8-1-1