

THE CORPORATION OF THE

TOWN OF PETROLIA

Greenwood Recreation Centre

COVID 19 Arena Operations

Version 1.0 September 2020

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| Reviewed by: | Rick Charlebois | CAO/Treasurer |
| Approved by: | Lambton Public Health |  |

**Introduction:**

Whether arenas are municipality owned, volunteer led or privately owned, they all provide similar services; however, the differences in facility design, schedule demands, human and financial resources often result in different levels of service.

This guidance is designed to assist Greenwood Recreation Centre operations during the re-opening phase.

As owner and operator of the Greenwood Rec Centre the responsibility for safe operating procedures have been place directly on the Town of Petrolia and will not be lessened to accommodate different organization.

**Review:**

These guidelines will be reviewed as needed by the Director of Facilities & Community Services and Lambton Public Health

**Guidelines & Arena Operations, Phase 3 of Ontario COVID-19:**

The potential risk of COVID-19 spread is highest when individuals are indoors, within two meters of each other, in a small space with limited ventilation, sharing equipment or food, and/or taking deep breaths (e.g. while singing, shouting or exercising). Therefore, recreational activities and sports occurring indoors and/or near others, are considered higher risk. Ensuring physical distancing during recreation activities and sports can often be more challenging when the activities involve young children as they may not understand the risk.

1. The Greenwood Recreation Centre may re-open for both ice and non-ice program offerings for groups of 50 people or less (including staff, guardian, participants, volunteers and coaches) on a single pad ice or no ice/floor/open space surface if the following steps can be followed:
	1. A minimum of 2 metres or 6 feet between all household bubbles always on and off-ice spaces. This includes the lobby, change rooms, hallways, and while off the ice/floor. There will be physical distancing markers on floors near entrance/exits and other appropriate signage to remind visitors of the need for physical distancing. Arena operators/staff and user groups must monitor/manage areas to ensure physical distancing;
	2. Arena operators provide access to hand washing stations and hand sanitizer stations (e.g. at all entrances and exits, in bench areas, lobby area, minor sports offices, hallways, washroom facilities, canteen, changerooms). Hand sanitizer must be Health Canada approved and contain at least 60 percent alcohol;
	3. That every person attending the arena take notice of the signage indicating “Visitor Notice”, “Physical Distancing”, and “Hand Washing”;
	4. Extra waste containers will be made available for discarding trash, tissues, and any personal protective equipment (e.g., masks and gloves, which may otherwise become a public health hazard). Open top trash containers are the preferred choice;
	5. All frequently touched facility surfaces will be cleaned and disinfected at least twice per day. Benches, top of boards, railings, gate handles, doorknobs, push bars, light switches, electronics and seating areas to put skates on will be cleaned after each use;
	6. The press box will be limited to 2 people maximum who must maintain physical distancing, wipe the access ladder off after each use;
	7. Arena staff will have access to cleaning and disinfection products and personal protective equipment as needed to perform their duties in the safest manner possible;
	8. Employees, volunteers, participants, and spectators are required to stay home if they are unwell or symptomatic. They will also be required to preform a covid-19 self-assessment before passing through the main entrance and into the lobby. They will be asked if they have symptoms, travelled outside the country in the last 14 days, or have been in contact with a covid-19 positive individual – if any of these questions are answered yes the individual with not be allowed to enter the arena.
	9. All public washrooms in the arena will be open; they will be monitored, cleaned, and disinfected at a minimum of twice a day. During heavy admission days (e.g. Saturdays) the cleaning schedule will increase to meet demands. Signage will indicate a 2-person limit at any given time in the washrooms;
	10. Cleaning logs will be maintained and available for public view when requested;
	11. Dressing rooms/change rooms and showers in the arena will remain closed. All participants will need to come dressed for their activity;
	12. Indoor water fountains/stations will not be used or available. Participants must bring their own water bottles and not share with other participants;
	13. Signage about the risks of COVID-19 and proper cough etiquette and proper hand hygiene will be posted in all entrances to the arena and near washrooms and main gateways to the arena floor/ice surface to raise awareness about the risks of COVID-19;
	14. The Greenwood Recreation Centre will create separate exit-only and entrance-only access points;
	15. The Greenwood Recreation Centre staff will encourage one-way traffic flow throughout the facility to the best of their ability;
	16. Spectator seating will be restricted to abide by indoor crowd size restrictions;
	17. Participants will be encouraged to bring their own equipment. Wherever possible the use of shared equipment will be limited unless the participants are from the same household. All equipment will be cleaned and disinfected after every use;
	18. All individuals will be encouraged to wear gloves while in the arena for any reason, but it will not be mandatory;
	19. At all times and for all people, masks and or a face covering will be mandatory inside the arena at all time. The exception will be on ice/floor participants in the associated sport and the requirements of exemption by public health;
	20. If sport or recreation equipment is supplied by operators to participants such as skating aids, all equipment must be sanitized before and after activity and not shared during use;
	21. Staff/volunteers and participants must be able to maintain physical distancing when retrieving and returning equipment;
	22. Registration processes should be completed online or by phone whenever possible, the Greenwood Recreation Centre will open to allow for in person registration at this time;
	23. Organizers of any activity must make a record of all participants/coaches/sport officials/supervisors/care or respite workers for each activity. If the Greenwood Recreation Centre has organized the event, this responsibility lies with the Town of Petrolia. This record must be kept for 14 days to aid in contact tracing, if needed;
	24. Spectators may attend sessions (maximum of 50 including all persons in the building) and must maintain a physical distance of two meters between household bubbles or two meters of physical distance between individuals. The Greenwood Rec Centre will limit spectators to designated areas and request one caregiver / spectator per family. Viewing areas will be open, if physical distancing is possible and other public health guidance is being followed;
	25. Public seating areas (bleachers, individualized seating areas) are permitted, if physical distancing measures have been established. Some areas will be closed without effecting emergency exits;
	26. After activities conclude, participants must leave the building, but should maintain physical distancing when returning to vehicles. Participants will not be allowed to linger in arena lobbies, nor will participants be allowed to interfere or cause congestion at the entry door or exit door of the arena. There will be no drop off or pick up directly in front of the main doors;
	27. Socialization activities following activities/rentals/programs inside Greenwood Recreation Centre will not be permitted.
	28. The Greenwood Recreation Centre will not allow any type of lottery, 50/50 or selling of merchandise at this time;
	29. Activity schedules / Ice schedules are to be staggered adequately to ensure only the participants involved in the activity are in the facility and staff/contractor have ample time to flood the ice, clean and disinfect. It is recommended that there be at least 30 minutes to 45 minutes between arena activities/sessions;
	30. Food and beverage service will be allowed to open. The Town of Petrolia will work with the concession contractor to develop appropriate guidelines;
	31. Post session, food or beverages are not permitted to be provided for onsite consumption;
	32. Skate sharpening operations will not be available by any staff;
	33. Participants and spectators will be discouraged from cheering, yelling, and singing as it presents an increased risk of spreading droplets;
	34. The Town of Petrolia will establish and have user groups sign a ‘User Declaration Form’, the risk of covid-19 and communicate information to participants before use of the arena.
2. Each user group, renter, and organization will provide the Town with plans on:
	1. “Response” if someone shows sign, develops signs or tests positive to the COVID-19;
	2. “Communication” on how the organization will inform all official departments;
	3. “First Aid” First aid providers caring for participants;
	4. Coaches and team personal procedures;
	5. Training and practice schedules;
	6. Referee procedures above what the Greenwood Rec Centre has in place upon entry