

Prince George Ringette Association COVID – 19 Safety Plan

This safety plan was adapted from Ringette BC Safety Plan Template, which follows the Worksafe BC template.

STEP 1: Assess the Risks at your facility or facilities:

Identify areas where there may be risks, either through close physical proximity or through contaminated surfaces. The closer together individuals are and the longer they are close to each other, the greater the risk.

- We have identified where people gather.
 - Entry and exit locations; skate/helmet garbing areas.
 - Traditionally, Board met in meeting room at Treasure Cove Casino.
- We have identified situations and processes where individuals are close to one another or members of the public.
 - Entering and exiting through doorways; during on-ice activities
- We have identified the equipment that may be shared by individuals.
 - Goalie pads
 - Ringette/Hockey Nets
 - Ring
 - Other skills equipment such as pylons
- We have identified surfaces that people touch often.
 - Door handles
 - Gate handles
 - Top of the boards

STEP 2: Implement Protocols to reduce the risks

Select and implement protocols to minimize the risks of transmission. Look to the following for information, input and guidance:

- viaSport Sector Guidelines and Ringette BC guidelines.
- City of Prince George CN Centre and Community Arena Safety Plan.

First level protection (elimination): Limit the number of people and ensure physical distance whenever possible

- We have established maximum program numbers for our program that meets facility requirements
- We have agreed to adhere to the posted occupancy limits for facilities and areas within each facility as applicable (such as meeting rooms, change rooms, washrooms)



- We have implemented measures to keep participants and others at least 2 metres apart, wherever possible.

Measures in Place:

List your control measures for maintaining physical distance in your environment. If this information is in another document, identify that document below:

- PGRA will adhere to the maximum attendance limits outlined by the City of PG Community Arena Safety Plan and Ringette BC Return to Ringette Guidelines Appendix A & B.
 - Currently, maximum 24 people in facility, no parent spectators
- Individuals will maintain a distance of at least 1 ringette stick length between them at all times, as an estimation of 2 m, including in gathering areas, during skate lacing-up and on the ice.
- Players will lace up in designated area only (as designated by City of PG).
- Ringette BC will ensure City of PG has posted signage per Community Arena Safety Plan in facilities regarding occupancy limits and access areas
- Washroom use will be restricted to one player at a time
- Participants will not be permitted to access areas of the arena designated by the City as off-limits
- Meetings will be held over Zoom or in a manner that allows for social distancing.

Second level protection (engineering): Barriers and partitions

This section may only apply to facility owners and operators

- Does not apply – facility owners and operators will provide the direction.

Measures in place

Describe how barriers or partitions will be used in your environment (if appropriate). If this information is in another document, identify that document here.

Third level protection (administrative): Rules and guidelines

- We have identified rules and guidelines for how participants, coaches, volunteers, spectators should conduct themselves.
- We have clearly communicated these rules and guidelines through a combination of training and signage.
 - Coaches will receive instruction and be required to sign document confirming agreement to distancing protocols.
 - Safety Ambassadors will be assigned to any practice time to track attendance and monitor for safety adherence.
 - No unsanctioned team events will be permitted.
 - We have prepared communications to all parents and participants outlining use of facilities and on-ice rules of distancing. (see Association Member Information Package)
 - We will be hosting webinars for parents, participants, coaches, and ambassadors outlining safety requirements once registration complete, prior to any ice time.



Measures in place

List the rules and guidelines that everyone is required to follow. This could include things like using one-way doors or walkways, no sharing of equipment, and wiping down equipment after use. If this information is in another document, identify that document here.

- All players and volunteers will be required to have their own hand sanitizer and to clean hands on entering
 - Coaches and Volunteers will carry extra hand sanitizer and cleaning wipes (Lysol or equivalent products)
 - No equipment will be shared between players, including no sharing of water bottles
 - Players will bring labelled and filled water bottles to practice. Water stations will not be available at arena.
 - Goalie pads will be assigned to one player for the season if possible. If not possible, then a 24 hour quarantining process will be followed. If quarantining is not possible, then cleaning wipes will be used on contact surfaces.
 - Entry and exit points will be designated one-way by the City of PG per Community Arenas Safety Plan.
 - No spitting will be allowed.
 - Players will be required to come to practice fully dressed. No changing on site will be permitted; no change room access will be granted per City of PG Community Arenas Safety Plan.
 - No participants will be permitted in facility to touch – no handshakes or other forms of contact.
 - If medical attention is required, responder will done mask and gloves.
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Fourth level protection: Using masks (optional measure in addition to other control measures)

- We have reviewed the information on selecting and using masks and instructions on how to use a mask.
- We understand the limitations of masks to protect the wearer from respiratory droplets. We understand that masks should only be considered when other control measures cannot be implemented.
- We have trained individuals on the proper use of masks (if applicable).

Measures in place

- Who will use masks?
- What work tasks will require the use of masks?
- How have workers been informed of the correct use of masks?

If this information is in another document, identify that document here.

- Coaches will be required to wear a mask and gloves if needing to provide medical attention. The Ambassador will wear a non-medical mask in order to receive people into the facility and complete screening assessments as they may not be able to maintain distance of 2 m.

Reduce the risk of surface transmission through effective cleaning and hygiene practices

- We have reviewed the information on cleaning and disinfecting surfaces.



- Our sport facility has enough handwashing stations on site for our participants. Handwashing locations are visible and easily accessed.
- We have communicated good hygiene practices to participants, coaches, volunteers, etc. We have implemented cleaning protocols for all common areas and surfaces.
- Workers who are cleaning have adequate training and materials.
- We have removed unnecessary tools and equipment to simplify the cleaning process

Cleaning protocols

Provide information about your cleaning plan. Specify who is responsible for cleaning, the cleaning schedule, and what the cleaning protocols will include (e.g., which surfaces, tools, equipment, etc). If this information is in another document, identify that document here.

- Coaches, athlete and officials are to keep rings, equipment and other objects required for play in a clean, separate space at their own homes. Items should be cleaned and sanitized frequently. Sticks should be used to move equipment, such as rings or cones.
- Cleaning within the facility of facility surfaces will be completed by City of PG staff, per Community Arenas Safety Plan
- Cleaning and personal hygiene protocols will be included in the communications and webinars provided to parents and participants

Step 3: Develop policies

Develop the necessary policies to manage your sport. Our policies ensure that workers, participants and others showing symptoms of COVID-19 are prohibited from participating in sport activities:

- Anyone who has had symptoms of COVID-19 in the last 10 days. Symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat, and new muscle aches or headache.
- All members will be provided with Prince George Ringette Association Illness Policy (adapted from Ringette BC Illness Policy) and will be required to acknowledge receipt and commitment to adhere as part of the Participants Agreement
- Anyone directed by Public Health to self-isolate.
- Anyone who has arrived from outside of Canada or who has had contact with a confirmed COVID-19 case must self-isolate for 14 days and monitor for symptoms.
- Our policy addresses individuals who may start to feel while participating.
- PGRA will adopt and follow the Ringette BC Illness Policy.
- **It includes the following:** Sick individuals should report to first aid (or designated individual), even with mild symptoms.
- Sick participants should be asked to wash or sanitize their hands, provided with a mask, and isolated. Ask the participant to go straight home. [Consult the [BC COVID-19 Self-Assessment Tool](#), or call 1-844-645-7811 (NH COVID Line) or 811 for further guidance related to testing and self-isolation.]
- If the participant is severely ill (e.g., difficulty breathing, chest pain), call 911. Clean and disinfect any surfaces that the ill participant has come into contact with.



Step 4: Develop communication plans and training

You must ensure that everyone participating in the sport activity knows how to keep themselves safe while participating:

- We have a communication and training plan to ensure everyone is trained in policies and procedures. All participants have received the policies for staying home when sick.
- We have posted signage at the sport location, including occupancy limits and effective hygiene practices.
- We have ensured that the City of PG has posted occupancy limits.
- The Ambassador will ensure adherence to hygiene practices.
- We have posted signage indicating who is restricted from participating, including visitors and workers with symptoms.
- Coaches or safety volunteers have been trained on monitoring participants to ensure policies and procedures are being followed.

Step 5: Monitor and update your plans as necessary

Things may change as your business operates. If you identify a new area of concern, or if it seems like something isn't working, take steps to update your policies and procedures.

- We have a plan in place to monitor risks. We make changes to our policies and procedures as necessary.
- Individuals know who to go to with health and safety concerns.
- When resolving safety issues, we will involve designated health and safety representatives

Step 6: Assess and address risks from resuming operations

If your workplace has not been operating for a period of time during the COVID-19 pandemic, you may need to manage risks arising from restarting your programming/business.

- We have a training plan for new staff, coaches, volunteers, and participants.
- We have a training plan for staff, coaches, volunteers taking on new roles or responsibilities.
- We have a training plan around changes to our business/programming.
- We have identified a safe process for cleaning and removing things that have been out of use.

Organization Information:

Club – Association Name: Prince George Ringette Association.

COVID – 19 Safety Plan was approved on: August 14, 2020.

Be advised that personal information must not be included in the COVID-19 Safety Plan

Personal information is any recorded information that uniquely identifies a person, such as name, address, telephone number, age, sex, race, religion, sexual orientation, disability, fingerprints, or blood type. It includes information about a person's health care, educational, financial, and criminal or employment history. Visit <https://www.oipc.bc.ca/about/legislation/> for more information.