



**SKATECANADA**  
**BRITISH COLUMBIA/YUKON**

## **Return to Play for Figure Skating Guidelines**

The BC/YK Section Return to Skating Guidelines have been approved for the use of skating clubs and schools located in the Province of BC. Yukon Territory skating clubs and schools are to use the COVID-19 Operational Business Plan that has been approved by the Yukon Government.

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## RETURN TO PLAY GUIDELINES & RECOMMENDATIONS FOR FIGURE SKATERS

If you wish to skate, make sure that you follow the below recommendations:

### **BEFORE YOU SKATE**

- Make sure that your city or region and Provincial Sport Organization allows skating based on the government health authorities' criteria for the progressive lifting of confinement measures and that your municipality permits the use of a skating rink and/or the approved operation of a private facility.
- Do not skate if you:
  - Exhibit any COVID-19 symptoms, such as a fever, cough, difficulty breathing, or other symptoms identified by health experts.
  - If you or someone in your household has been in contact with someone with COVID-19 in the last 14 days.
  - If you or someone in your household has travelled outside of Canada in the last 14 days.
- It is highly recommended that if you are a person who has been identified as vulnerable or at risk, as described below, you should consider not participating in Skate Canada Programs or figure skating related activities. It may be defined that a vulnerable or at risk person is:
  - A vulnerable or at risk person (especially elderly individuals), who are immunosuppressed, individuals suffering from serious health problems, notably high blood pressure, pulmonary diseases, diabetes, obesity and asthma.
- Skaters, coaches, parents(if allowed) and volunteers will have a daily verbal screening for symptoms upon arrival at the entrance of the facility. The daily screening can be executed by either the club or the facility. Clubs and facility to decide on who conducts to the daily screening.
- Make sure there is availability on your desired session. Numbers will be limited to the following:
  - **As of August 6, 2020**-Numbers during phase one will be limiting to the following: no more than ~~10~~ **14** people, including coaches, allowed on or near the ice at any one time.
  - **As of September 1, 2020**-Numbers during phase one will be limiting to the following: no more than ~~10-14~~ **18** people, including coaches, allowed on or near the ice at any one time.
  - **As of August 6, 2020**- In accordance with Skate Canada regulations, there **MUST** be 1 Skate Canada certified coach or choreographer included in your group of ~~10~~ **14**. As well, please keep in mind that all physical distancing restrictions apply to Pairs, Dance and Synchronized skaters.
  - **As of September 1, 2020**- In accordance with Skate Canada regulations, there **MUST** be 1 Skate Canada certified coach or choreographer included in your group of ~~10-14~~ **18**. As well, please keep in mind that all physical distancing restrictions apply to Pairs, Dance and Synchronized skaters.
  -

- All session registration and payments must be online. No bookings or payments in person at the facility. Drop in/buy on participation is not allowed.
- In person assessment (test) days and simulations with officials should not be happening at this time.

### **PREPARING TO SKATE**

- Arrive no earlier than your scheduled time to enter the building. Arrival time will be approximately 15 minutes before your scheduled session.
- Off Ice Warm Up can only be done outside or in indicated areas where allowed and skaters must keep a 2 metre distance with other skaters and coaches.
- Dressing rooms may be closed as this may differ from facility to facility. Skaters and coaches should be prepared to come dressed to skate with only the skates to be put on.
- If dressing rooms are not available, benches or chairs may be provided for skaters and coaches to put their skates on near the ice. Markings on the ground will show where skaters and coaches can sit so they are spaced out 2 metres apart. This process to be discussed between the facility and the club.
- To protect yourself against infections:
  - Wash your hands with disinfectant soap and hot water for at least 20 seconds before going on the ice for each session.
  - Bring hand sanitizer. Each participant must bring their own hand sanitizer.
  - Clean your equipment, including your skates, clothing and water bottles regularly.
  - Do not share any equipment(water bottles, clothing, gloves, facial tissue, towels) with other skaters or coaches.
  - Used Facial Tissues must put into the garbage can immediately after use. Do not put on the boards or anywhere else. You should use hand sanitizer immediately after blowing your nose.
- Wear clean clothes and gloves for each day of training. Make sure used clothing and gloves are washed immediately when you return home from training.
- Make sure you have enough water before leaving the house to avoid having to touch a tap or water fountain handle.
- Other than reusable water bottles, no other food or drink should be brought into a facility, **unless the club or skating school has permission from the facility.**
- Consider wearing a mask and/or gloves while skating.
- If you cough or sneeze, do so in a tissue or in your sleeve. If you use a tissue immediately dispose of the tissue in a garbage can. You should use hand sanitizer immediately after coughing or sneezing.
- Avoid touching door handles, gates, benches and all other objects where the virus could survive. If you touch something, make sure to use hand sanitizer immediately after.
- While waiting to go on the ice, stand at the designated physical distancing markers and stay away from others. Avoid putting equipment on the boards while waiting to go on the ice.

**WHILE SKATING**

- Avoid all physical contact, for example shaking hands, high fiving or hugging, with other skaters and coaches.
- Avoid touching your face during your skating session. Should you need to touch your face you must use hand sanitizer immediately after touching your face.
- Make spatial awareness a priority. Try to keep a 2 metres distance from other skaters and coaches while on the ice at all times.
- Do not touch any equipment, including music playing equipment. One designated person will operate all equipment for all skaters.
- Pairs & Dance skaters who do not live together, must not touch each other and stay 2 metres apart at all times while on and off the ice.
- Synchronized skaters must not touch each other and stay 2 metres apart at all times while on and off the ice.

**AFTER SKATING**

- Wash your hands carefully with hot water and disinfectant soap or with hand sanitizer.
- Leave the arena immediately (within approximately 15 minutes) after you finish skating.

## **RETURN TO PLAY GUIDELINES AND RECOMMENDATIONS FOR CLUB ADMINISTRATORS, COACHES AND FACILITIES ORGANIZING FIGURE SKATING ACTIVITIES**

In light of a gradual return to skating across the Province, Skate Canada BC/YK Section is issuing its recommendations for club administrators, coaches and facilities organizing/participating in Skate Canada programs and figure skating related activities.

With a situation that evolves each day and differs in various cities, regions and municipalities, Skate Canada BC/YK believes that it is the responsibility of the people organizing or hosting figure skating-related activities to ensure a safe environment for skaters.

Thank you for taking the necessary precautions and doing your part to limit the spread of COVID-19. Please stay up to date on the ever-changing situation by often checking and referring the following sources of information:

[Skate Canada COVID-19 Response Page - https://skatecanada.ca/covid-19-response/](https://skatecanada.ca/covid-19-response/)  
[Skate Canada BC/YK COVID-19 Page- https://www.skatinginbc.com/news/skate-canada-bcyk-covid-19-information](https://www.skatinginbc.com/news/skate-canada-bcyk-covid-19-information)

[Government of BC COVID-19 Page -](https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support)

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support>

[BC COVID-19 Screen Tool for Self-Assessment - https://bc.thrive.health/covid19/en](https://bc.thrive.health/covid19/en)

There are necessary protocols that **SHOULD** be followed before organizing a Skate Canada programming/figure skating activity. Please note that your municipality and/or arena/facility and/or provincial/national organization may have protocols that exceed or are looser than those set out below. All clubs or skating schools **SHOULD** follow the highest restriction standard that has been set.

### **ORGANIZING FIGURE SKATING IN YOUR FACILITY**

- The activity must always comply with the physical distancing, cleaning and sanitizing measures and recommendations issued by federal, provincial and municipal government authorities, including the arrival, time spent on site and departure of skaters.
- For provincial and interprovincial travel:
  - Please check with your destination for any/all restrictions such as self-isolation or quarantine required upon arrival
  - Please check with your home jurisdiction for any/all restrictions such as self-isolation or quarantine upon returning
  - Each province, municipality, city/town, facility, and/or Skate Canada Member Club may have different requirements that you will need to abide by.

- Limit programming to only STARSkate (recreational competitive stream), Competitive and Adult Level Skaters. Canskate and Junior Academy type programming should not be taking place at this time. Canskate and Junior Academy type programming may be allowed within a later phase.
- Session numbers will be limited to the following:
  - **As of August 6, 2020**-Numbers during phase one will be limiting to the following: no more than ~~10~~ **14** people, including coaches, allowed on or near the ice at any one time.
  - **As of September 1, 2020**-Numbers during phase one will be limiting to the following: no more than ~~10-14~~ **18** people, including coaches, allowed on or near the ice at any one time.
  - **As of August 6, 2020**- In accordance with Skate Canada regulations, there **MUST** be 1 Skate Canada certified coach or choreographer included in your group of ~~10~~ **14**. As well, please keep in mind that all physical distancing restrictions apply to Pairs, Dance and Synchronized skaters.
  - **As of September 1, 2020**- In accordance with Skate Canada regulations, there **MUST** be 1 Skate Canada certified coach or choreographer included in your group of ~~10-14~~ **18**. As well, please keep in mind that all physical distancing restrictions apply to Pairs, Dance and Synchronized skaters.
- Limit your activities to practice and private lessons or lessons with small groups. If lesson with small groups occur, physical distancing measures must be followed.
- Off ice warm up and classes can only be done outside or in indicated areas where allowed and skaters must keep a 2 metre distance with other skaters and coaches.
- Skaters, coaches, volunteers and program staff may not participate if they:
  - Exhibit any COVID-19 symptoms, such as a fever, cough, difficulty breathing, or other symptoms identified by health experts.
  - If they or someone in their household has been in contact with someone with COVID-19 in the last 14 days.
  - If they or someone in their household has travelled outside of Canada in the last 14 days.
- It is highly recommended that if you are a person who has been identified as vulnerable or at risk, as described below, you should consider not participating in Skate Canada Programs or figure skating related activities. It may be defined that a vulnerable or at risk person is:
  - A vulnerable or at risk person (especially elderly individuals), who are immunosuppressed, individuals suffering from serious health problems, notably high blood pressure, pulmonary diseases, diabetes, obesity and asthma.
- Skaters, coaches, volunteers and program staff must have a daily verbal screening for symptoms upon arrival at the entrance of the facility. The daily screening can be executed by either the club or the facility. Clubs and facility to decide on who conducts to the daily screening. **Please see Appendix E for a health screening template.**

- **As of August 6, 2020**-We recommend to have an adult supervisor off the ice making sure that physical distancing guidelines and traffic flow are being followed. This person would not be considered in the ~~10~~ **14** person on or near the ice limit.
- **As of September 1, 2020**-We recommend to have an adult supervisor off the ice making sure that physical distancing guidelines and traffic flow are being followed. This person would not be considered in the ~~10-14~~ **18** person on or near the ice limit.
- It is recommended that skaters and coaches put their skates on by the rink on benches or chairs with proper physical distancing spacing marked on the floor or bench.
- However, if you have four dressing rooms per rink, two could be dedicated to current session skaters and two dedicated to upcoming session skaters. Transitions from dressing room to on ice would have to be monitored by an Adult Supervisor to ensure physical distancing between groups. This should be discussed between the club and the facility. If dressing rooms are used, the doors to the dressing rooms must be propped open.
- All session registration and payments must be online. No bookings or payments in person at the facility. Drop in/buy on participation is not allowed.
- In person assessment (test) days for all levels STAR 1-Gold and simulations with officials should not be happening at this time.
- Scheduling is to include on ice sessions, time(approximately 15 minutes before) each session group can enter the building and time(approximately 15 minutes after) each session group is to leave the building.
- Discuss with your facility the limitations of gatherings in relationship for accessibilities.
- Communicate all hygiene measures in advance to all your clients.
- Return to Play Plans should be communicated to all skaters, coaches, volunteers and parents ahead of time. The Return to Play Plans should be posted on club websites and at the facility.
- Provide your employees/coaches with masks, gloves and all other protective items and ensure that each member of your staff washes their hands regularly.
- Keep a record of all skaters and coaches on each session, so that you can contact them if needed, for example, if an infected person should use your facility. **Please see Appendix C for the record sheet template to complete every day for each session.**
- All skaters, parents, coaches, and volunteers must give written consent by signing and submitting a completed paper waiver prior to any participation. It is the responsibility of the club/skating school to ensure these waivers are completed, collected and stored appropriately. Failing to do so may increase possible liability. **Please see Appendix B for the waiver that each participant must complete.**
- Clear markings for skaters to follow should be in the following areas.
  1. Where they put their skates on.
  2. Where they stand prior to going on the ice.
  3. Where on the boards they are to put their personal equipment(guards, water bottles etc...)
- Signage posted throughout the facility
- Examples:



- [Physical distancing policy](#)
- [Do Not Enter If You Are Sick](#)
- [Cover coughs and sneezes](#)
- [COVID-19 Protection poster](#)
- [Handwashing poster](#)
- [Health Canada's poster on Vulnerable Populations](#)

## PROVIDE A CLEAN AND SAFE ENVIRONMENT

Clubs and sporting facilities must have operational security procedures in place during the crisis related to COVID-19. These procedures must also be well displayed and communicated to all users.

- Use markings on the ground to indicate proper distancing from employees, for example at the reception.
- Separate entrance and exit into/out of building.
- Separate entrance and exit onto/out of ice surface.
- Coordinate with your facility who is responsible for cleaning specific areas.
- Frequently clean all surfaces, including counters, door handles, benches, toilets, etc.
- All surfaces must be cleaned at least once per day and twice per day for high traffic areas. This is to be discussed with your facility.
- Any area exposed to personal items must be disinfected. Encourage skaters, coaches and volunteers to leave unnecessary personal items at home.
- All chairs and tables in communal areas should be inaccessible or removed to avoid all gatherings.
- All doors accessible to the public should remain open to avoid contact with door handles.
- Doors to ice surface must be closed during skating sessions. Designate one coach who will be responsible for opening and closing the doors to the ice surface.
- Personal protective equipment for on ice coaches and skaters (such as masks) should be optional as long as it does not obstruct or inhibit skating ability.
- **As of August 6, 2020**-Have only 1 person operating the music system. Keep sanitizing wipes next to the music player and affiliated equipment. If off ice volunteer is operating the music they should be supplied with a mask and gloves. Also, if an off ice volunteer is operating the music system they do not count towards the maximum of ~~10~~ **14** people allowed on or near the ice.
- **As of September 1, 2020**-Have only 1 person operating the music system. Keep sanitizing wipes next to the music player and affiliated equipment. If off ice volunteer is operating the music they should be supplied with a mask and gloves. Also, if an off ice volunteer is operating the music system they do not count towards the maximum of ~~10-14~~ **18** people allowed on or near the ice.
- Soap or hand sanitizer must be made available to all clients in various locations throughout the facility. It is strongly encouraged that skaters and coaches bring their own hand sanitizer.

- Regularly remind and encourage clients to wash their hands and adopt proper hygiene practices. Skaters and coaches must wash hands prior to going on the ice for each session.
- Close all water fountains and ask that all participants bring their own water. No other food or drinks should be allowed in facilities, **unless the club or skating school has permission from the facility.**
- Used facial tissue must go directly into the garbage can after use. No used tissues allowed on the rink boards.
- If dressing rooms are used, the club/skating school and facility to discuss and agree upon cleaning schedule and cleaning methods.

### **ENCOURAGE PHYSICAL DISTANCING**

- Encourage skaters to respect physical distancing of 2 metres, recommended by government authorities.
- Ask skaters to try to remain 2 metres from all other skaters and coaches on the ice.
- Put in place measures to limit physical contact between all on ice participants.
- Parents should not be in the building and should drop off and pick up skaters at designated times.

### **FIRST AID**

- In the event that first aid is required to be administered during an activity, all persons attending to the injured individual must first put on a mask and gloves.
- A first aid kit, along with extra gloves and masks, should be kept by the ice during all on ice club activity.

### **COACHING**

- Coaches to practice physical distancing from skaters, volunteers, parents and other coaches on and off the ice.
- Any equipment used on the ice must be disinfected before and immediately after each session.
- Only designated persons may set up equipment. Only 1 person should be operating equipment.
- Harnesses:
  - In order to use the harness skater must be able to, without help, get in, tighten, and get out of harness
  - **It is recommend that the** harness operator **should** wear a mask and gloves
  - Skater must disinfect equipment they have touched
  - Keep harness portion of lesson under 15 minutes
- Divide coaches and skaters into “training groups,” if ice time can accommodate.
  - Number and assign each coach a designated area along the boards where they should stand to teach private lessons.
  - Coaches should remain in the area and may not skate alongside any student.

- Limit coach/skater contact; coaches should not physically help students up unless the student is unable to get up. Coaches should use verbal cues when instructing students rather than physical contact.
- Lesson plans should be communicated over email, text or by phone. Avoid meeting in person if possible.

#### **PLAN AHEAD**

- Develop flexible refund policies should stay-at-home orders be restored or if rink is forced to close.
- Create an emergency plan with rink management for a possible outbreak. **Please see Appendix F for a sample Outbreak Plan.**
  - Have a communication strategy to alert all who may have been exposed.
  - Consult local health authorities should an outbreak happen in your facility.
  - Identify a contact person to receive reports from skaters/families/staff of new illness.
  - **Refer to the Illness Policy, in Appendix D, for more information.**
- Update your club's Emergency Action Plan (EAP) and have available board/rink side or with your designated onsite emergency person.

#### **COMMUNICATE EARLY & OFTEN**

- Club administrators and coaches have the authority to ask skaters, members, volunteers, parents, coaches, etc... to leave if they are not following the above outlined protocols, and those of your local facilities.
- Email skaters and their families with your facility/club/skating school's new policies and procedures.
- Coaches should provide their preferred method of communicating with parents (email, text, lesson plan notes, etc.)
- Appoint a COVID-19 point person to communicate with rink management and monitor local, provincial and national developments.

**Appendix A- Figure Skating Sport Activity Chart**

	<b>Strictest Controls Phase 1 Complete</b>	<b>Transition Measures Phase 2 As of June 1, 2020</b>	<b>Progressively Loosen Phase 3 TBD</b>	<b>New Normal Phase 4 TBD</b>
<b>Restrictions in Place</b>	<ul style="list-style-type: none"> <li>• Maintain Physical Distance(2m)</li> <li>• No non-essential travel</li> </ul>	<ul style="list-style-type: none"> <li>• Maintain Physical Distance(2m)</li> <li>• No non-essential travel</li> <li>• No group gatherings over 50 people</li> </ul>	<ul style="list-style-type: none"> <li>• Refer to PHO and local health authorities</li> </ul>	<ul style="list-style-type: none"> <li>• Refer to PHO and local health authorities</li> </ul>
<b>Enhanced Protocols</b>	<ul style="list-style-type: none"> <li>• Increased hand hygiene</li> </ul>	<ul style="list-style-type: none"> <li>• Increased hand hygiene</li> <li>• Symptom Screening in place</li> </ul>	<ul style="list-style-type: none"> <li>• Increased hand hygiene</li> </ul>	<ul style="list-style-type: none"> <li>• Increased hand hygiene</li> </ul>
<b>Number of Participants</b>	<ul style="list-style-type: none"> <li>• Individual Activities</li> </ul>	<ul style="list-style-type: none"> <li>• Small Groups</li> <li>• No or limited spectators</li> </ul>	<ul style="list-style-type: none"> <li>• Group sizes may increase</li> <li>• Limited spectators</li> </ul>	<ul style="list-style-type: none"> <li>• Large Groups allowed</li> <li>• No restrictions on spectators</li> </ul>
<b>Competition</b>	<ul style="list-style-type: none"> <li>• Should not occur</li> </ul>	<ul style="list-style-type: none"> <li>• Simulations or highly regulated club and/or virtual competitions</li> </ul>	<ul style="list-style-type: none"> <li>• Regional Competitions</li> </ul>	<ul style="list-style-type: none"> <li>• Provincial competitions and larger scale events</li> </ul>

*\*The above chart is subject to change at any time.*

**Appendix B-Waiver**

**To come**

**APPENDIX C: SKATE CANADA MEMBER CLUB/SKATING SCHOOL SESSION RECORD**

Date: \_\_\_\_\_ Facility Name: \_\_\_\_\_

Start time of Session: \_\_\_\_\_ End time of Session: \_\_\_\_\_

Name of Volunteer/Coach collecting information: \_\_\_\_\_

FIRST NAME	LAST NAME	RESIDENCE (City/Town)	PHONE NO.	ACTIVITY AT FACILITY	LOCATION IN FACILITY	WAIVER SIGNED & SUBMITTED	DAILY VERBAL SCREENING COMPLETED
Ex. Andy	Axel	Vancouver	604-555- 1234	Coach	On-ice		
Suzy	Sit-Spin	Vancouver	604-555- 1234	Skater	On-ice		

## APPENDIX D – ILLNESS POLICY

In this policy, “Participant” includes an employee, coach, volunteer, skater or parent/spectator.

1. Inform an individual in a position of authority (coach, club administrator) immediately if, you feel any symptoms of COVID-19 such as fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue and loss of appetite.

### **2. Assessment**

- a. Participants must have a daily verbal screening for symptoms upon arrival at the entrance of the facility.
- b. Administrators/coaches will visually monitor participants to assess any early warning signs as to the status of their health and to touch base on how they are regarding their personal safety throughout the workday/practice/activity.
- c. If Participants are unsure please have them use the self-assessment tool <https://bc.thrive.health/covid19/en> or through the COVID-19 BC Support App self-assessment tool.

### **3. If a Participant is feeling sick with COVID-19 symptoms**

- a. They should remain at home and contact Health Link BC at 8-1-1.
- b. If they feel sick and /or are showing symptoms while at work/practice/activity, they should be sent home immediately and have them contact 8-1-1 or a doctor for further guidance.
- c. No Participant may participate in a practice/activity if they are symptomatic.

### **4. If a Participant tests positive for COVID-19**

- a. The Participant will not be permitted to return to the workplace/practice/facility until they are free of the COVID-19 virus as verified by a medical professional.
- b. Any Participants who work/practice closely with the infected participant will also be removed from the workplace/practice/facility for at least 14 days to ensure the infection does not spread further.
- c. Close off, clean and disinfect their work/practice/facility area immediately and any surfaces that could have potentially be infected/touched.
- d. If any participant tests positive, the club/skating school must inform the BC/YK Section Office of the test positive case by emailing [bcyksection@skatinginbc.com](mailto:bcyksection@skatinginbc.com)

### **5. If a Participant has been tested and is waiting for the results of a COVID-19 Test**

- a. As with the confirmed case, the Participant must be removed from the workplace/practice/facility.
- b. The Public Health Agency of Canada advises that any person who has even mild symptoms to stay home and call the public health authority of B.C.

- c. Other Participants who may have been exposed will be informed and removed from the workplace/practice/activity for at least 14 days or until the diagnosis of COVID-19 is ruled out by health authorities.
- d. The workspace/practice/activity space will be closed off, cleaned, and disinfected immediately and any other surfaces that could have potentially been infected/touched.

**6. If a Participant has come in to contact with someone who is confirmed to have COVID-19**

- a. Participants must advise their coach/club administrator if they reasonably believe they have been exposed to COVID-19.
- b. Once the contact is confirmed, the Participant will be removed from the workplace/practice/activity for at least 14 days or as otherwise directed by public health authorities. Participants who may have come into close contact with the Participant will also be removed from the workplace/practice/activity for at least 14 days.
- c. The workspace/activity area will be closed off, cleaned, and disinfected immediately and any other surfaces that could have potentially been infected/touched.

**7. Quarantine or Self-Isolate if:**

- a. Any Participant or someone from your household who has travelled outside of Canada within the last 14 days is not permitted to enter any part of the facility and must quarantine and self-isolate.
- b. Any Participant who has a member of their household that has travelled outside of Canada within the last 14 days is not permitted to enter any part of the facility and must quarantine and self-isolate.
- c. Any Participant with any symptoms of COVID-19 is not permitted to enter any part of the facility and must quarantine and self-isolate.
- d. Any Participant from a household with someone showing symptoms of COVID-19 is not permitted to enter any part of the facility and must quarantine and self-isolate.
- e. Any Participant who is in quarantine or self-isolating as a result of contact with an infected person or in families who are self-isolating, is not permitted to enter any part of the facility.



## Appendix E- Health Screening Questionnaire Template

This questionnaire must be completed by each individual daily prior to participation in each club activity.

This questionnaire may be completed verbally.

The answer to all questions must be “No” in order to participate in each club activity.

**Participant Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**1. Do you have a fever? (a temperature of 37.8C or higher)**

Yes

No

**2. Do you have any of the following symptoms?**

**• Cough**

Yes

No

**• Shortness of breath**

Yes

No

**• Runny nose, sneezing or nasal congestion(not related to other known causes such as seasonal allergies etc.)**

Yes

No

**• Sore throat**

Yes

No

**• Difficulty swallowing**

Yes

No

**• Lost sense of taste or smell**

Yes

No

**3. Have you or someone in your household travelled outside of Canada or had close contact with anyone that has travelled outside of Canada in the past 14 days?**

Yes

No

**4. Have you had close contact in the past 14 days with anyone with a new cough, fever or difficulty breathing or a confirmed case of COVID-19?**

Yes

No

**If an individual answers “Yes” to any of these questions, they are not permitted to participate in any club activities.**

## Appendix F-Outbreak Plan Template

Early detection of symptoms will facilitate the immediate implementation of effective control measures. In addition, the early detection and immediate implementation of enhanced cleaning measures are two of the most important factors in limiting the size and length of an outbreak.

An “outbreak” is two or more cases; a “case” is a single case of COVID-19.

1. Identify the roles and responsibilities of club and facility staff or volunteers if a case or outbreak is reported. Determine who within the organization and facility has the authority to modify, restrict, postpone or cancel activities.
2. If staff (including volunteers) or a participant reports they are suspected or confirmed to have COVID-19 and have been at the facility, implement enhanced cleaning measures to reduce risk of transmission. If you are not the facility operator, notify the facility right away.
3. **Refer to the illness policy(Appendix D)** and advise individuals to:
  - Self-isolate
  - Monitor their symptoms daily, report respiratory illness and not to return to activity for at least 14 days following the onset of fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue and loss of appetite.
  - The Participant will not be permitted to return to the facility until they are free of the COVID-19 virus as verified by a medical professional.
  - Use the COVID-19 self-assessment tool at BC COVID-19 Self-Assessment Tool to help determine if further assessment or testing for COVID-19 is needed.
    - o Individuals can contact 8-1-1 if further health advice is required and 9-1-1 if it is an emergency.
    - o Individuals can learn more about how to manage their illness here:  
<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/about-covid-19/if-you-are-sick>
4. In the event of a suspected case or outbreak of influenza-like-illness, immediately report and discuss the suspected outbreak with the Medical Health Officer (or delegate) at your local health authority. Implement your Illness Policy(**Appendix D**) and your enhanced measures.
5. If your organization is contacted by a medical health officer in the course of contact tracing, cooperate with local health authorities.

For more information on cleaning and disinfecting: [http://www.bccdc.ca/Health-InfoSite/Documents/CleaningDisinfecting\\_PublicSettings.pdf](http://www.bccdc.ca/Health-InfoSite/Documents/CleaningDisinfecting_PublicSettings.pdf)

Regional Health Authorities: <https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-caresystem/partners/health-authorities/regional-health-authorities>