



Esquimalt Speed Skating Club

Return to Play Protocol

Version 2.0

Updated: August 23, 2020

As the BC government starts to look at easing some of the measures put in place to limit the spread of the COVID-19 virus, the ESSC in alignment with the BCSSA, is committed to a plan to return to short track speed skating.

This document outlines the policies and guidelines for beginning dryland training and an eventual return to indoor skating. The guidelines adhere to and follow the overarching general guidelines proposed by the BCSSA and will be adapted to align to specific guidelines defined by BC's public health officer or the province of British Columbia.

The ESSC is excited to be able to return to training in 2020, but we recognize the importance of adhering to safe practices and commit to providing clear guidance to our members as they return to play.

– Ian Scott, President ESSC

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1 Introduction

On May 6, 2020 the Government of B.C. announced B.C.’s Restart Plan: NEXT STEPS TO MOVE THROUGH THE PANDEMIC. The goal outlined within this plan “is to slow the spread of COVID-19, protecting our most vulnerable and ensuring our health-care system can respond to increased demand while we develop a vaccine.”

In Phase Two, some easing of restrictions will enable certain businesses and activities to open and operate within the orders of the Provincial Health Officer (PHO). This is not a return to normal, but rather to a “new normal” which will require everyone to modify their behavior, stay informed, apply protective measures and follow public health advice. Restarting is not mandatory.

This document outlines the steps taken by the Esquimalt Speed Skating Club to mitigate the risk of infection and to create guidelines for the skaters to follow to allow for the safe return to training. These guidelines are flexible and will change along with B.C.’s restart plan and with recommendations from the Provincial Health Officer.

1.1 Revisions

Version 2.0: Major update to include Return to Skating Protocols

2 Participant Wellness

2.1 Avoiding the Transmission of COVID-19

Avoiding transmission of the COVID-19 virus is critical to BC’s Restart Plan. Transmission can occur via person-to-person contact or surface contact. There are risks of both forms of transmission that are inherent in sport, and measures must be put in place to mitigate the risk. The *Five Principles for Every Situation* below are included in BC’s Restart Plan. Each principle is discussed in detail in relation to the application and implementation for speed skating clubs in BC.

Five Principles For Every Situation

Personal Hygiene:	Stay Home if You Are Sick:	Environmental Hygiene:	Safe Social Interactions:	Physical Modifications:
<ul style="list-style-type: none"> • Frequent handwashing • Cough into your sleeve • Wear a non-medical mask • No handshaking 	<ul style="list-style-type: none"> • Routine daily screening • Anyone with any symptoms must stay away from others • Returning travellers must self-isolate 	<ul style="list-style-type: none"> • More frequent cleaning • Enhance surface sanitation in high touch areas • Touch-less technology 	<ul style="list-style-type: none"> • Meet with small numbers of people • Maintain distance between you and people • Size of room: the bigger the better • Outdoor over indoor 	<ul style="list-style-type: none"> • Spacing within rooms or in transit • Room design • Plexiglass barriers • Movement of people within spaces

These five principles are at the root of the ESSC’s Return to Play Protocol. It is important that all members read and follow the guidelines set forth in this document to ensure the safety and health of all.

3 Pre-Season Communication Plan

3.1 Member Communication

The ESSC Return to Play Protocol will be distributed to members through the following channels:

- Member Focused Email
- Publicly available at www.esquimaltspeedskating.org
- Acknowledgement during registration

3.2 Pre-Season Focused Email

Prior to the first ice session of the speed skating season, the ESSC Board of Directors will send out an email to all members. This email will serve to inform members on the following topics:

- ESSC protocols and responsibilities for team staff, participants and members
- Importance of social distancing both on and off the ice
- Archie Browning guidelines for maximum participants and spectators.

- Archie Browning guidelines for use of entrances/exits, dressing room use and/or capacity, washroom facilities, pre- and post-event time limits, water bottles
- The importance of mandatory attendance tracking
- The importance of staying home when sick
- Return to play from illness
- Safety person, manager and coach roles in COVID return to play
- Equipment guidelines and mat protocols
- Inform members of their respective pods and specific pod protocol.

4 Return to Skating

All members, parents, coaches and skaters are required to adhere to the following requirements in order to return to play safely. The Archie Browning specific guidelines were used to define the return to skating protocol.

4.1 Practice Overview

This section will provide an overview of how the practices will be run this season, there will be some changes in an effort to maintain as much social distancing as possible.

The skaters in the club will be split into 4 pods of no more than 9 skaters per pod. The skaters will be assigned to a pod during registration and will remain in that pod for the season. The objective is to be able to skate as a group while limiting exposure to members of the club, skaters will only be exposed to other skaters within their respective pod.

The only people that will have contact with each pod during practice will be the coaches, for this reason the coaches will wear a face covering during practice.

Tuesday	Thursday	Saturday
Pod A/B: 18:10-18:35	Pod A/B: 17:10-17:35	
Pod C/D: 18:40-19:10	Pod C/D: 17:40-18:20	Pod C/D: 06:30-07:10

4.2 Pods

Skaters will be separated into 4 different 'pods', the objective of the pods is to allow skaters to skate together as a group on the ice while limiting contact with each other within the club. In other words, skaters will only be exposed to other skaters within their respective

pods.

Pods will be labelled A, B, C, and D. The Pods will be finalized after registration and be promulgated to the members before the first practice. The general overview of the pods is as follows:

Pod A: Learn to Skate
Pod B: Special Olympics
Pod C: Group 2
Pod D: Group 1

A special effort will be made to ensure that households with more than one skater will skate in the same pod to reduce cross-pod exposure. Each Pod will be assigned an entrance and an exit to the arena as well as a dressing area. These assignments can be found in the Appendix.

Each pod will be assigned a chaperone to help guide the skaters through the steps from arrival to departure.

See Appendix A for Pod specific protocols.

4.3 Hygiene

These are the steps to follow for safe hygiene during practice.

- Wash hands or use hand sanitizer upon entry to the facility
- Water bottles
 - Bring pre-filled and labelled water bottles
 - Water available in some facilities, but please please limit contact
 - Do not share water bottles
- Absolutely no spitting; participants found spitting will be asked to leave and the area will be cordoned off for sanitization.
- There will be no consumption of food or snacks before, during, or after practice unless cleared beforehand with the ESSC Board.

4.4 Arrivals & Departures

Each pod will be assigned an entrance and exit to the rink, it is vital that members of each pod adhere to this guideline to maintain separation from each other. In addition to an assigned entrance, each pod will have an assigned preparation area to put their skates on prior to coming onto the ice.

- Members of a pod are to arrive no earlier than 15min before their assigned start time.

- Enter and exit through pod designated entrance.
- Arrive fully dressed with skates and water bottle in hand.
- Do not bring equipment bags into the facility.
- Skaters must exit the facility within 15min following the end of their skating session.

4.5 Attendance limits

- There is a limit of 20 people on the ice at a given time (2 Pods + 2 Coaches)
- Each pod will be assigned a parent to assist in skate tying, alternatively, skaters are to arrive with their skates on their feet ready to go.
- Each skater is allowed one parent to remain at the practice and watch from a designated area.

4.6 Physical Distancing on the Ice

This section will outline the guidelines that the skaters shall adhere to while on the ice.

- Skaters will remain with their respective pods at all times.
- Members of opposing pods will maintain physical distancing at all times.
- Coaches will wear face coverings while on the ice and attempt to maintain as much physical distancing as possible given their role.
 - Coaches will demonstrate skills from a distance and refrain from touching skaters unless necessary (i.e. Medical Emergency)
- Pods will alternate taking turns on the track, while one pod is skating the other will remain in the centre of the ice.
- If at any time, neither pod is skating, each pod will be assigned half the ice and will not cross the red line.
- Water Bottles and Skate guards will be stored in a designated container on the ice. Each skater will be assigned a container.

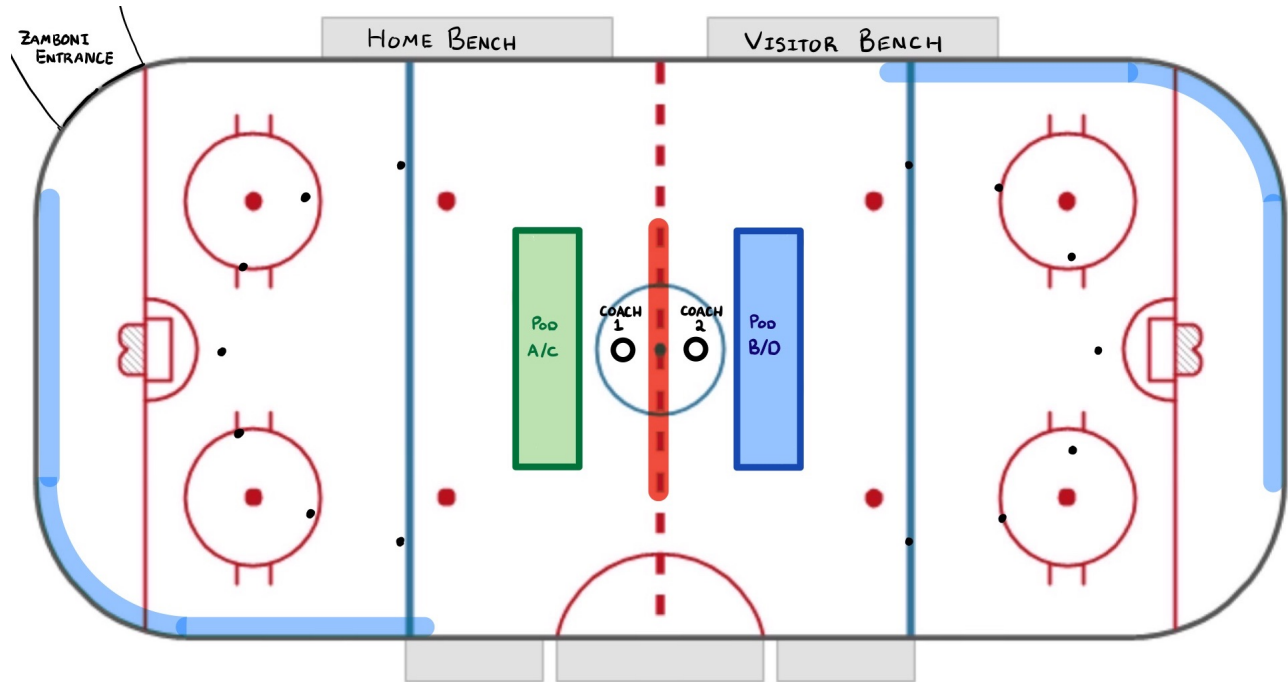


Figure 1: Instruction Diagram

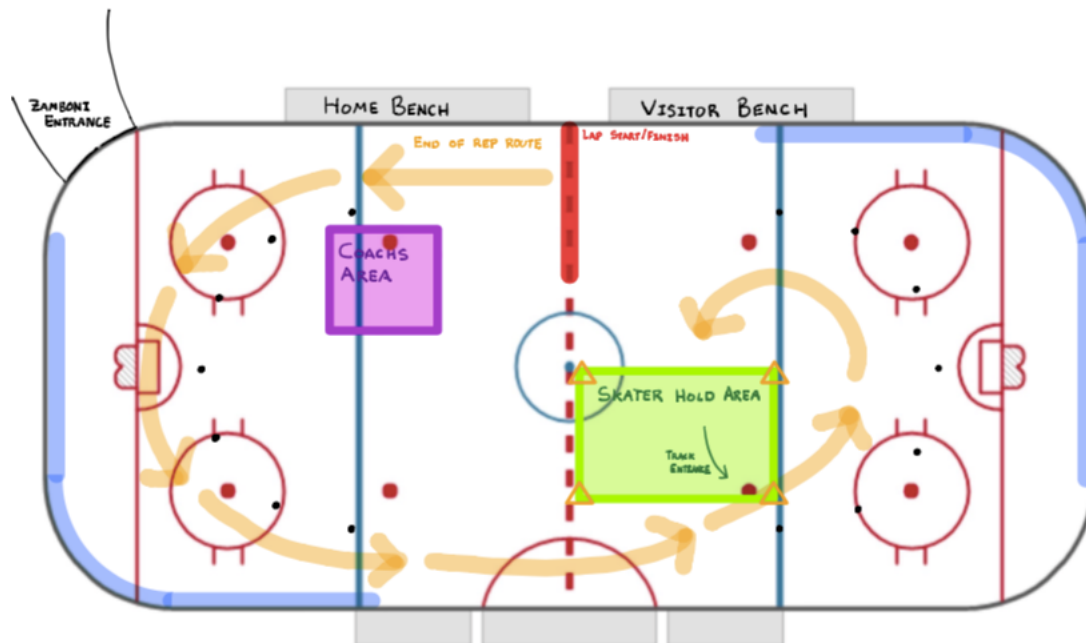


Figure 2: Lap Skating Diagram

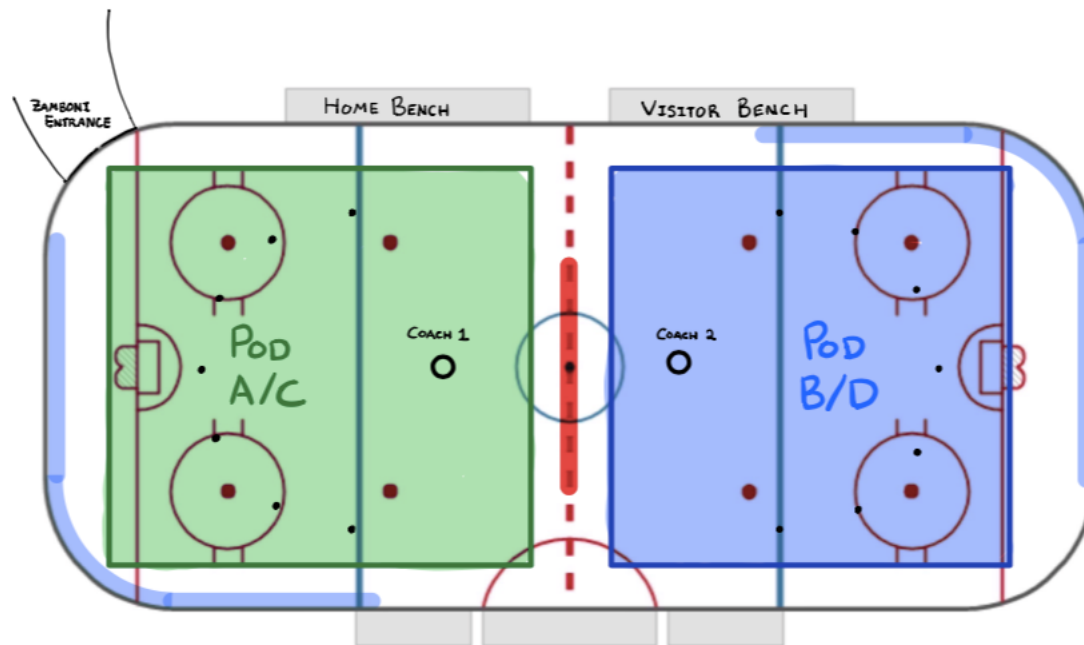


Figure 3: Technical Instruction Diagram

4.7 Mats

A team of parents will be designated as the mat crew. This crew and the coaches will be the only people that will come into contact with the mats throughout the duration of a practice. The crew of parents will begin setting mats out in the area immediately adjacent to the mat room no sooner than 15 minutes before the practice. The coaching team is responsible for the placement of the mats on the prior to the commencement of practice. Skaters shall wait until all mats are in place prior to embarking on the ice.

- The parents will be provided with a pair of gloves and a face covering. Gloves will be sanitized pre and post mat contact as per Health Canada Guidelines.
- Coaches will also wear face coverings and gloves while handling mats.

It is vital that the mats are stored and the room secured within 15min after the practice has ended.

5 Responsibilities

5.1 Return to Play Committee

The ESSC Board assigned a ‘return to play’ committee under the direction of the Club President. Our committee members were as follows:

- Isaac LeBlanc, Head Coach
- Candice Low, Vice-President
- Susan Robinson, Registrar

The committee's responsibilities include:

- Creating the plan for the safe return to play
- Monitor updates to local and provincial guidelines, via Sport, BCSSA, and SSC
- Ensuring Skaters are following the guidelines set by Esquimalt Rec, BCSSA, and SSC
- Monitor event screening and incident reports
- Provide guidance and support to team staff including team safeties
- Update the return to play plan as restrictions and health guidelines are updated

5.2 Coaches

- Ensure physical distancing is taking place on the ice and dressing areas in support of team safety
- Maintain communication with safety person to address any updates to plans or issues
- Assist team safety in ensuring that participants and team staff are adhering to the return to play plan

5.3 Parents/Guardians

- Discuss the return to play plan with your participant(s) to ensure they understand
- Assist team safety in ensuring that your participant(s) is adhering to the return to play plan
- Understand the ramifications of failing to comply with the Return to Play plan
- Sign the ESSC Return to Play Agreement with your skater and comply with requirements

5.4 Skaters

- Water Bottles
 - Bring pre-filled and labelled water bottles
 - Do not share water bottles

- Wear a face covering while not lap skating in your pod and/or when unable to maintain physical distancing.
- Do not share equipment with any other skater.
- Clean and wash equipment frequently.
- Wear skating gloves continuously from the designated dressing room/area, throughout the ice session and until return to the dressing room.
- No spitting at any time.

5.5 Cleaning Champion

The city of Esquimalt in conjunction with Archie Browning Recreation Centre requires that arena users are responsible for cleaning and sanitizing high touch surfaces. The ESSC board will nominate a small team of parents that will be responsible for this task during practice.

High Touch Cleaning Checklist	
Ice Surface Door Handles	
Hockey Room Door Handles	
Home Team Bench	
Visitor Team Bench	
Club Room Door Handle	
Warm Room Door Handles	
Viewing Stand Railing	

6 Protocols

6.1 Attendance Tracking

Attendance tracking is required for every event. Each pod will have their attendance taken while on the ice by the head coach. In addition to this, attendance of the mat crew will be taken as well as the coaches present and lead parent for each pod.

This will be done passively (no action is required by you) and kept in a secure format with the Head Coach, the information will only be shared with Public Health upon request.

6.2 In the event of Illness

No participant, team staff, parent/guardian, official or spectator should attend an event or facility if they are unwell. The symptoms of COVID-19 are similar to other respiratory illnesses including the flu and common cold.

They include:

- FeverChills

- Cough/Shortness of breath
- HeadacheSore throat and painful swallowing
- Stuffy or runny Nose, Loss of sense of smell
- Muscle aches/fatigue
- Loss of appetite

All members are advised to stay at home if they are feeling unwell. Even in the event of a non-COVID related illness. Please stay home if you are not healthy.

If they start experiencing symptoms while at an event, they must:

- Isolate themselves from others immediately
- Notify the Head Coach/Club President
- Excuse themselves from the event as soon as possible

Members who start displaying respiratory symptoms should use the BC COVID 19 self-assessment tool and follow all instructions provided.

6.3 Return to Play after Illness

If a member tests positive for COVID-19, they can return to play only after clearance from a physician. See the return to play form under tools.

7 Tools

7.1 ESSC Return to Play Agreement

Application - all athletes, coaches, members, volunteers, participants and family members of participants while in attendance at club activities (“Participants”)

All Participants of Esquimalt Speed Skating Club (ESSC) agree to abide by the following points when entering club facilities and/or participating in club activities under the COVID-19 Response plan and Return to Play Protocol:

- I agree to follow the guidance of Island Health throughout my recovery if found to have a positive test for COVID-19
- I agree to stay home if feeling sick, and remain home for 14 days if experiencing COVID-19 symptoms.
- I agree that when I confirm my attendance at a ESSC event I am agreeing to the following:

- The participant and their household is symptom free
 - The participant and their household has not travelled outside of Canada within the last 14 days
 - The participant is not caring for or come into contact with anyone who is a presumptive case or confirmed case of Covid-19
- I agree to sanitize my hands upon entering and exiting the facility, with soap or sanitizer.
 - I agree to continue to follow social distancing protocols of staying at least 2m away from others outside my assigned pod.
 - I agree to not share any equipment during practice times.
 - I agree to abide by ESSC COVID-19 policies.
 - I understand that if I do not abide by the aforementioned policies/guidelines, that I may be asked to leave the club for up to 14 days to help protect myself and others around me.
 - I acknowledge that continued abuse of the policies and/or guidelines may result in suspension of my club membership temporarily.
 - I acknowledge that there are risks associated with entering club facilities and/or participating in club activities, and that the measures taken by the club and participants, including those set out above and under the COVID-19 Response Plan and Return to Sport Protocols, will not entirely eliminate those risks.

Participant Name: _____ Parent Name: _____

Participant Signature: _____ Parent Signature: _____

Date: _____ Date: _____

7.2 Falling Ill at Practice

If a skater exhibits symptoms of COVID-19 while in attendance of an ESSC practice, the skater will be asked to follow the following protocols:

- Be asked to put on a face covering.
- Self-isolate from other in attendance.
- Be escorted from the area and asked to follow the direction of Public Health Authorities
- The skaters in the pod will be asked to leave the ice surface and all areas will be sanitized.

- The pod in question will be asked to self-isolate and follow the direction of Public Health Authorities.

7.3 Screening Questionnaire

The screening tool will be used for every participant, coach, and parent/guardian, while in attendance of an ESSC practice.

Have you experienced any of the following symptoms of illness in the last 14 days, including:

- Cough
- Breathing difficulty / short of breath
- Fever
- Chills
- Severe Fatigue
- Muscle pain
- Sore throat
- New loss of taste or smell

Have you or anyone you are in close contact with travelled outside of Canada in the last 14 days?

Are you taking care of or are you in close contact with someone that has symptoms of or tested positive for coronavirus?

For the Coaching Team: If any of the above questions result with a “yes” proceed to Onsite Symptom Response Plan.

7.4 First Aid Kit Modifications

The following equipment will be added to the ESSC First Aid Kit.

- Medical face mask, preferable with attached face shield
- Hand sanitizer
- Examination gloves

8 Dryland Training

Dryland training will follow a modified format as detailed in this section. It is vital that all parents and skaters follow these guidelines in an effort to reduce the spread of COVID-19.

Only ESSC members will be allowed to partake in dryland training offered by our club. In the event a non-member would like to participate, written permission is required from the ESSC *before* attending a dryland session.

BCSSA recommends that all non-participants wear a face covering while attending the dryland sessions. While this is only a recommendation, we ask that if parents wish to stay and watch, to maintain at least 2m from each other and 5m from the training group.

Before Arriving

Before leaving for dryland, it is important to do a self-assessment in order to ensure that you do not have symptoms of COVID-19. Please ask yourself these questions and answer them, you will be asked these questions again at practice.

1. In the past 24h have you experienced any of the following symptoms:
 - Difficulty breathing, shortness of breath
 - Chest pain
 - Hard time waking up, feeling unusually lethargic
 - Feel confused
 - Loss of consciousness
2. Have you travelled outside Canada in the last 14 days?
3. Do you provide care, or have close contact with a person with confirmed COVID-19?

If you answered yes to any of these questions please **DO NOT** attend practice.

Upon Arrival

- Wash your hands upon arrival, athletes will be provided hand sanitizer and Lysol wipes by the ESSC.
- Greet your coach, they will ask you a few screening questions and take attendance for contact tracing purposes.
- Place your water bottle, bag, and any other personal items inside a pre-determined area. Do not touch other athletes' personal items.
- Although you may be excited to be back with your friends, it is important that you maintain *at least* 2 meters of separation during all aspects of training.

- If you happen to arrive after the practice has started. Please wait until the coach calls you over and allows you to join the others.

Since dryland training is outdoors face coverings are recommended but not required for parents who wish to stay and watch.

During Practice

In order to allow for a safe and healthy environment during training, it is vital that the skaters follow these rules.

1. **Absolutely** no sharing of water bottles during practice, every skater is required to have their own bottle. In an effort to help everyone understand, even skaters from the same household are asked not to share during practice. Each skater should have their name written somewhere visible on their bottle to reduce the chance of someone else grabbing it by mistake.
2. **SPITTING IS FORBIDDEN.** If anyone is caught spitting they will be ask to leave and not return for the remainder of the summer. There will be no warnings.
3. Skaters will be asked to maintain 2m from each other as much as practically possible. This is important as there is a greater risk of spread during intense physical activity and heavy breathing.
4. Only the coach is allowed to touch the equipment. This includes, but not limited to, cones, ladders, hoops, etc.
5. There will be predetermined training areas assigned to each skater. Please stay within your area during the practice.

After Practice

The coaches present will ensure that all items used during the training session are collected and sanitized. Any personal items that skaters have used should be sanitized prior to putting them away after practice.

These guidelines are important to follow in an effort to keep everyone safe and healthy.

9 Outbreak Action Plan

The Purpose of the “Outbreak Action Plan” is to aid in the contact tracing of those individuals who may have come into direct or indirect contact with an infected individual. It is the responsibility of ESSC members to ensure that we are keeping accurate records of those individuals for whom you are coming into contact with to help keep us all safe.

- All athletes & coaches attending training sessions must be members of the Esquimalt Speed Skating Club or have prior approval from the ESSC board.

- A record of all athletes attending training sessions will be kept to allow contact tracing to be done in the event of an outbreak.
- Any individual experiencing any symptoms of COVID-19 (fever, cough, sore throat, runny nose, headache, or shortness of breath) must self-isolate and take proper actions as directed by Island Health *immediately*.
- If a member of your pod is found to have COVID-19, all members of that pod are asked to self-isolate as directed by Public Health Officials.

A Pod Protocols

Pod A - Protocol

Arrival & Departure

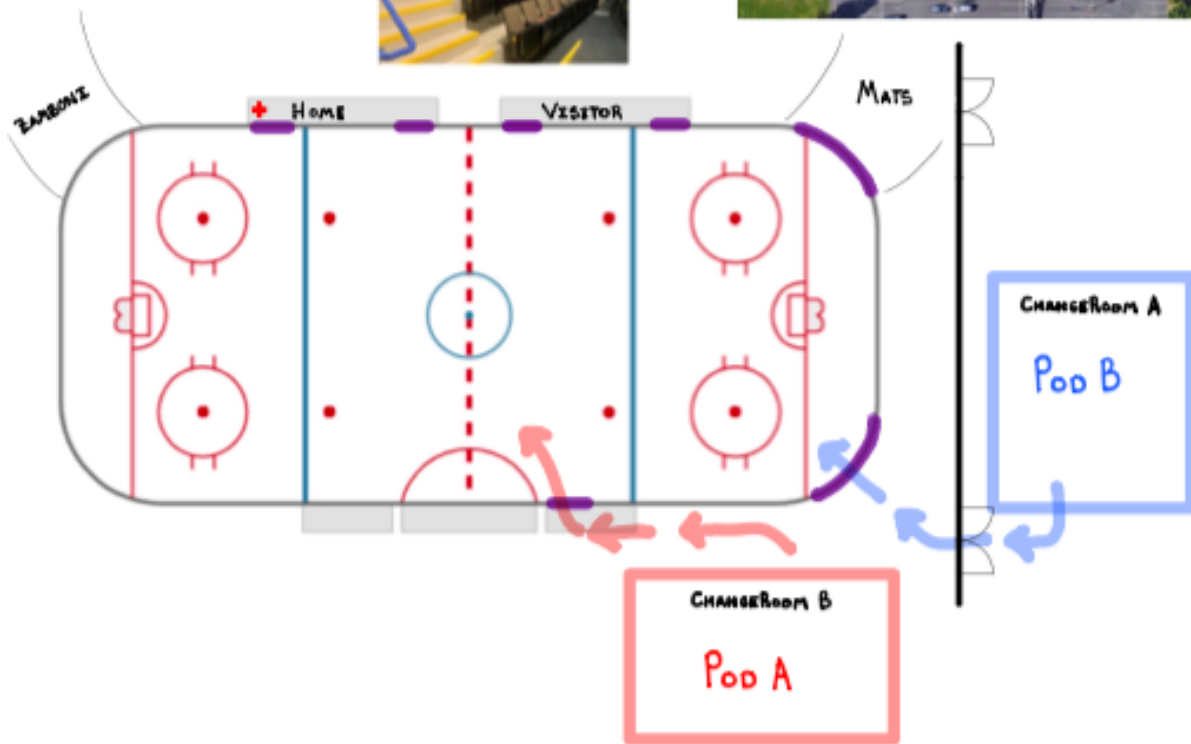
Enter the facility through Archie Browning main entrance and proceed to change room B (see photo).

Enter & Exit the ice surface through the penalty box located nearest to you.

Exit the facility through the back doors (by the mat room)



Stands section - "Changeroom B" (capacity 16) (Seating to be removed; rubber matting to be installed; privacy partition added)



Pod B - Protocol

Arrival & Departure

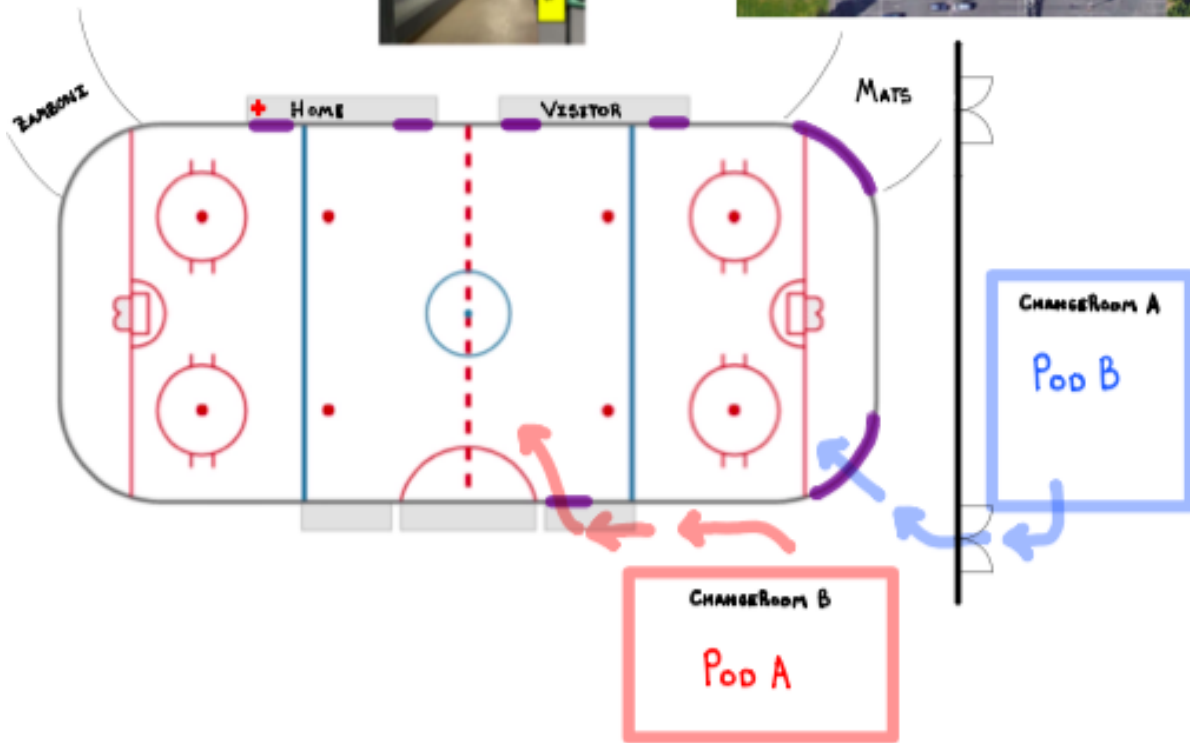
Enter the facility through Archie Browning main entrance and proceed to change room B (see photo).

Enter & Exit the ice surface through the door in the South-East corner of the rink (see photo)

Exit the facility through the back doors (by the mat room)



Arena lobby lower level - "Changeroom A" (capacity 16) (Benches added between posts; privacy partition added)



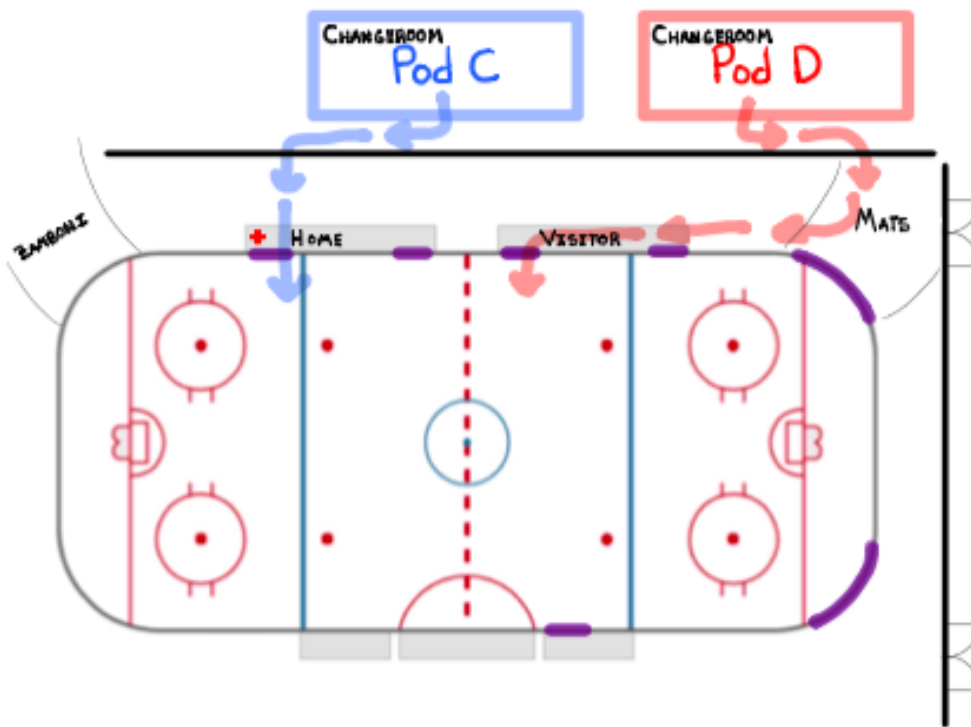
Pod C - Protocol

Arrival & Departure

Enter & Exit the facility through the back doors (near the mat room)

Enter & Exit the ice surface through the Home Bench (see photo)

Wait on home bench until coach calls you on the ice, maximum of 5 skaters allowed at one time, extra skaters must wait in hallway.



Pod D - Protocol

Arrival & Departure

Enter & Exit the facility through the back doors (near the mat room)

Enter & Exit the ice surface through the Visitor Bench (see photo)

Wait on visitor bench until coach calls you on the ice, maximum of 5 skaters allowed at one time, extra skaters must wait in in stands next to the visitor bench.

