

Updated October 15, 2020

# COVID-19 SITE SAFETY PLAN:

## Ian Stewart Complex – Ice Rink



## OVERVIEW:

On March 17, 2020, the Ian Stewart Complex Ice Rink closed in response to minimizing the spread of COVID-19.

On May 15, 2020, BC's COVID-19 Go Forward strategy confirmed that arena operations could resume in Phase 2, effective May 19, 2020, under modified formats that adhere to health and safety protocols outlined by the BC Provincial Health Authority.

The ice rink serves as a significant source of revenue for the Athletics and Recreation department. With the elimination of the mandatory student fee for the 2020-21 academic year, resuming safe sport activity within this facility is a priority for the department. The two major community sport associations that utilize the ISC rink are the **Victoria Racquet Club Minor Hockey Association (VRCMHA)** and **Racquet Club of Victoria Figure Skating (RCVFS)** with 75% of the rentable ice time provided to these two community sport organizations. Late evening ice is also provided to informal adult recreational hockey groups and UVic utilizes ice time for its own intramural hockey program, and student run hockey and figure skating clubs.

The initial Rink Safety Plan received approval to open Sunday, August 9, 2020, with significantly reduced capacity numbers that would allow hockey skills development, figure skating and Vikes Summer Camps to resume modified activity.

Upon reopening in early August, the Provincial Health Authority had not yet approved contact sport, therefore hockey leagues and/or games were not permitted at that time. Practices and lessons for both hockey and figure skating have been restricted to smaller groups with a limited number of people on the ice. With BC moving to Phase 3 of the Restart Plan as of August 24, combined with successful and safe rink operations since August 9, this plan is being updated to reflect Phase 3 operations for hockey.

Each PSO may now implement cohorts during Phase 3 that will allow for participants to be involved in contact activity and breach the 2m physical distance guidelines. A cohort can consist of either fifty (50) people or four (4) teams, whichever is deemed most appropriate by BC Hockey. **For the ISC rink, we are proposing a maximum of 28 people on the ice for any rec league or figure skating . For Minor Hockey games (backed by BC Hockey and Hockey Canada), we are proposing a maximum of 42 on the ice (19 players**

**per team and 4 officials). 42 would only be on the ice at one time for warmup and games end.** All user groups must ensure that their cohorts do not exceed the maximum capacity designated at this facility.

Community sport organization's that utilize the rink will continue to abide by their Local Sport Organization (LSO) plan, which has been developed following guidelines of the Provincial Safety Plan (PSO) for their sport. These organizations have worked with Vikes Athletics and Recreation to ensure their LSO aligns with this facility's operations, the UVic approved safety plan as well as the provincial plan.

## Hockey

VRCMHA is the major tenant in the rink and is in year 3 of a 5-year facility use agreement that provides access to the majority of prime-time ice. The South Island minor hockey associations have collaborated on a return to hockey plan, and all players under the umbrella of VRCMHA will be required to complete an online survey to confirm that they have read and understand the VRCMHA return to play guidelines. Return to play focuses on non-contact activities such as skills development and drills. There is minimal shared equipment, and expectations of team managers are clearly laid out in terms of safety protocols and compliance.

With the transition to Phase 3, recreational hockey will be allowed under the guidelines developed by ViaSport and BCHockey. Recreational hockey groups will be required to submit a safety plan similar to those developed by community organizations covered by the provincial sport organization.

Due to the differences among sport in the amount of intensity of contact, ViaSport has developed a chart that outlines how Phase 3 guidelines apply across different sport types. Hockey falls into Group C, defined as "Sports with frequent or sustained contact" (reproduced below):

### Group C

Sports with frequent or sustained contact: basketball, cheerleading, field hockey, football, goalball, **hockey**, lacrosse, netball, ringette, sledge hockey, soccer, ultimate, water polo, rugby, squash, wheelchair rugby, wheelchair basketball

Contact – Physical contact within the same team training environment may be introduced. For the game or competition environment rules should be modified to minimize physical contact. All activities that involve any form of close proximity or physical contact should take place only within the cohort environment.

Cohort Size – Cohorts may contain up to 50 people or four teams (whichever is deemed most appropriate by the Provincial Sport Organization)

Competition - Competitive activities (e.g. game play) may occur within designated cohorts

### **Figure Skating**

Figure skating safety guidelines align with the hockey guidelines, and have additional language specific to pairs and dance skaters who do not live together being required to maintain 2m safe distance. Only one person in the sport organization will be designated to operate and sanitize the sound system. Oxivir will be stationed at the sound system table to facilitate sanitization.

Both hockey and figure skating organizations have developed communication protocols to ensure a designate from the sport organization is the point person with facility staff to communicate any issues related to patron safety, facility access, or cleaning/sanitizing protocols.

This document summarizes the key components that have been considered to ensure a safe and healthy environment for resumption of sport activity in the ISC Rink and is subject to review and refinement and any updates to the plan will be shared with staff and posted.

## **MISSION:**

Proceeding carefully and responsibly to resume services with ATRS facilities.

Under Student Affairs, our mission during COVID-19 is "to deliver high quality academic programming and services while fully complying with the requirements outlined by public health."

## **GOALS:**

- ❑ Maintain a healthy and safe environment for all staff and facility patrons
- ❑ Maintain student retention while academic studies are remote/online
- ❑ Implement necessary business acumen
- ❑ Engage our local campus and community patrons to contribute to the fabric of our

society

## PRINCIPLES

### **Ensure staff safety**

Adhere to Worksafe BC Protocol to return staff to work where required, with particular attention to working alone protocols and shared Zamboni use

### **Ensure patron safety**

Adhere to BC PHO Regulations and Go Forward Strategy Timelines.

### **Practice vigilance**

We are on constant high alert to maintain a low risk environment.

### **Community Relations**

Ensure community-related programming can resume in a safe and responsible manner.

## LEAD STAFF

- ❑ **Michelle Peterson**, Associate Director, Finance and Operations
- ❑ **Shelby Dreher**, Facilities Supervisor

# KEY CONSIDERATIONS FOR PREVENTION OF COVID-19 TRANSMISSION

## Communications

1. Email announcement to all user groups:  
What to expect, changes to access and flow, what services will not be available, building hours
2. Email upon booking:  
Daily pre-screening prior to arrival / map of traffic flow / access to team rooms
3. Update to facility use agreement

## Signage

1. Entrances – do not enter if showing symptoms
2. UVic standard maximum occupancy signs, traffic flow
3. Team Room Capacity – maximum five per room
4. Washroom – hygiene reminders and maximum occupancies
5. Sinks – hand washing protocol
6. Use signs from UVic and Island Health

## Physical Distancing

1. Staggering of bookings to allow for sanitizing between groups
2. Physical barriers, stanchions, floor decals
3. Entrance and exits clearly marked

## Cleaning/Hygiene Protocols

1. Proper disinfectant recommended by UVic based on PHAC approved disinfectant (Oxivir).
2. Frequent cleaning of high touch surfaces
3. Protocols for use of washroom
4. No lockers

5. Team room capacity reduced
6. Members must come dressed to play
7. No shared water bottles and water fountains turned off

All of these protocols will minimize the risk of COVID-19 transmission from:

- ☐ staff to staff;
- ☐ staff to patrons;
- ☐ patrons to staff;
- ☐ high touch areas.

The following guidelines are specific to the facility at ISC:

- Spectator area overlooking the rink will be closed with appropriate signage
- Parents are required to drop off and pick up skaters at designated times
- Young skaters who require assistance getting their skates on/off will be allowed one parent in the facility to assist their child on and off the ice only and will not linger in the facility
- Participants/coaches/parents will not congregate in parking or public areas before or after scheduled ice time
- Participants/coaches will arrive no more than 15 minutes before any scheduled ice time
- No more than 28 people on the ice at any time for recreation leagues and figure skating – this includes the player's benches
- Player benches accommodate 5 people maximum at the ISC facility. One chair has been added to each bench to maintain 2m physical distancing between participants
- Hockey team rooms (4 in total) will be limited to 5 people in two of the rooms and 6 people in the other two rooms (22 total)
- Figure skating team room will be limited to 7 people
- An additional 8 pods have been created rink-side (see updated map)
- Areas of use will be marked with tape in each team room
- No access to team room showers
- Patrons are encouraged to show up to the rink in half gear, with the exception of their skates. If they patrons can get dressed and undressed in under 10 minutes, coming in full or half gear is not necessary, but encouraged.

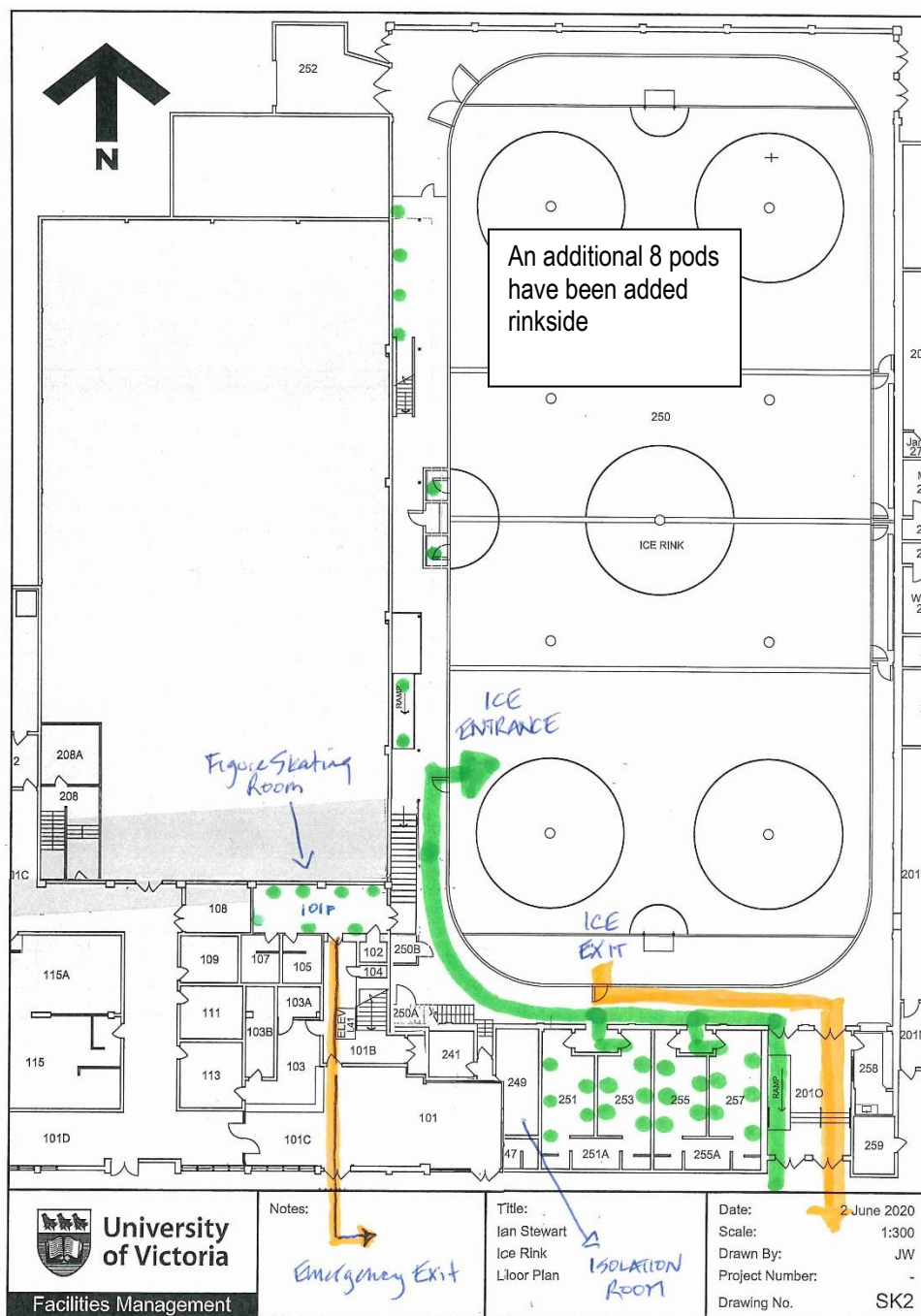




## ISC Rink Location/Layout

The ice rink is located within the ISC building. It has one main entrance that can accommodate entering and exiting. There is also a secondary exit point via the figure skating team room (101F) that will be used in case of an emergency. The arena boardroom (249) is designated as an isolation space in the event that a skater becomes ill. This boardroom will not be in use except for this purpose and will have disinfectant, PPE and sanitizing equipment in the room. The user group is responsible for following the protocols in their safety plan for a skater who becomes ill, and will communicate immediately with facility staff if the room is required.

See map and photos that follow for a complete breakdown of access and egress.



Room 101F – Figure Skating Team Room and access to secondary building exit

Rooms 251, 253, 255, 257 – Hockey Team Rooms

Room 249 – Isolation Room

Room 258 – Facility Attendant Office

## Spacing (ISC Rink is 672 m2)

The following modifications have been made to the ISC Rink to allow for physical distancing and ensure a safe environment for both staff and patrons.

### Entering and Exiting



Patrons are required to enter the rink via the main entrance, keeping to the left to enter and the right to exit. Signage, stanchions and floor tape will clearly indicate the flow of traffic.

With two sets of doors to go through to get to the rink we can keep inbound traffic hugging the wall that leads to the team rooms.

COVID signage will be posted on all exterior doors in addition to directional signage.

A hand sanitizing station will be placed in this vestibule area.





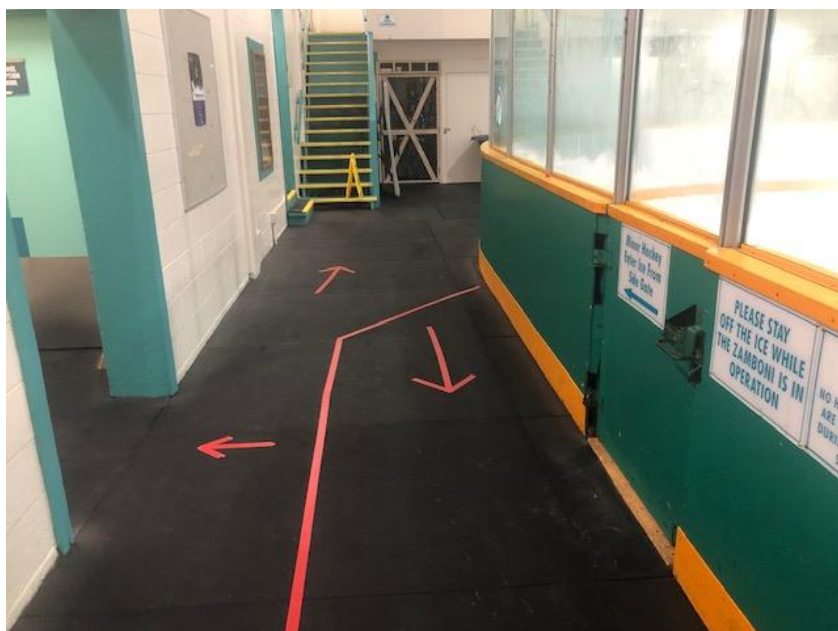
Once inside the rink, arrows clearly indicate flow to the team rooms, and flow out of the building.

With two sets of doors we can ensure separation of incoming and outgoing traffic.

Parents will not be permitted to congregate in the hallway areas, and Safety Plans (UVic and Sport Organization) will be posted in a visible location that does not create traffic congestion.







Opposing team rooms will be made available on an alternating basis to allow for safe distancing, as well as time for cleaning and sanitizing between use. This will also allow for smooth flow of patrons during transition periods. When all team rooms are in use there will be time allotted before the next group to allow facility staff to sanitize.



A maximum of five or six people per hockey team room will be allowed. Pods have been created in each of the four hockey team rooms and the figure skating team room. Pods will be sequentially numbered to ensure user tracking and consistent assignment of spaces within groups.

Showers will not be available, but the toilet will remain accessible. Signage for hand washing will be posted above sinks, and hand sanitizer will be available in each space.



To further minimize congestion, separation of flow moving on and off the ice has been created through the use of two separate and distinct gates.

(see map for flow diagram)

The gate closest to the main entrance will be used as an exit from the ice to minimize the potential for mingling or traffic congestion. See longer photo on the bottom of page 9.



Bookings will be spaced with 15 minute gaps within user groups to allow for high touch cleaning and 30 minutes between two distinct groups to prevent overlap and to allow for thorough cleaning.

## Games and Occupancy (updated Oct 14/20)

With the latest ViaSport revisions of September 25, 2020, teams are allowed to be and play in cohorts of a maximum of 4 teams. Benches and penalty boxes are now included in the field of play. Teams under BC Hockey, will be permitted for game play. Recreation groups will still be permitted to social distance on the bench. To enter the ice for game play, teams will enter the ice from 2 separate gates. One team will enter from the side gate and the other from dressing room gate.

Quoted from point 11 in BC Hockey's return to play, [https://www.bchockey.net/Files/RTH%20FAQ%2008-31-20%20\(v3\).pdf](https://www.bchockey.net/Files/RTH%20FAQ%2008-31-20%20(v3).pdf)

"What are the restrictions regarding player benches? Answer: As of today (Sept. 25), based upon feedback from the BC Hockey membership and in collaboration with the BC Recreation and Parks Association and ViaSport, an announcement that players' benches are now included in the field of play has been confirmed. Hockey players will not need to wear masks, physical distance or have a physical divider between them on the benches or in the penalty benches, during Phase 3 activity. Players should consider wearing a mask when not on the field of play. Coaches and/or trainers who are not able to maintain physical distance, must wear masks on the benches, as well of course in areas where distance cannot be maintained. Also, on-ice officials are required to maintain physical distance and further directions are included in this seasons certification clinics and overall game play guidelines will be distributed in the near future."

With the benches now included in the field of play, teams are now allowed to carry 19 players and 3 personnel (coaches/trainer/safety person). With each team allowed to have 22 people on the bench, we now understand that there's a possibility of maximum 42 people on the ice (38 players and 4 referees), 6 coaches, 1 time keeper, and 1 facility attendant. This would make 50 total people in the arena. Teams wouldn't be allowed to enter the facility until the booking prior has totally vacated the arena (no people in the facility during switch over).

## Officials (updated Oct 14/20)

Officials for the game will be granted special access to get ready in the upper viewing area. Since there are no spectators, the officials have a maximum of 4 and can physically distance in the room.





Officials for the game will walk down the wooden stairs in their skates and enter the ice surface through the side gate (refer to page 13, picture 1). Lines officials are required to wear masks on the ice and sanitize after breaking up scrums (as per BC Hockey's rules for officials). Sanitizer provided by the home team.



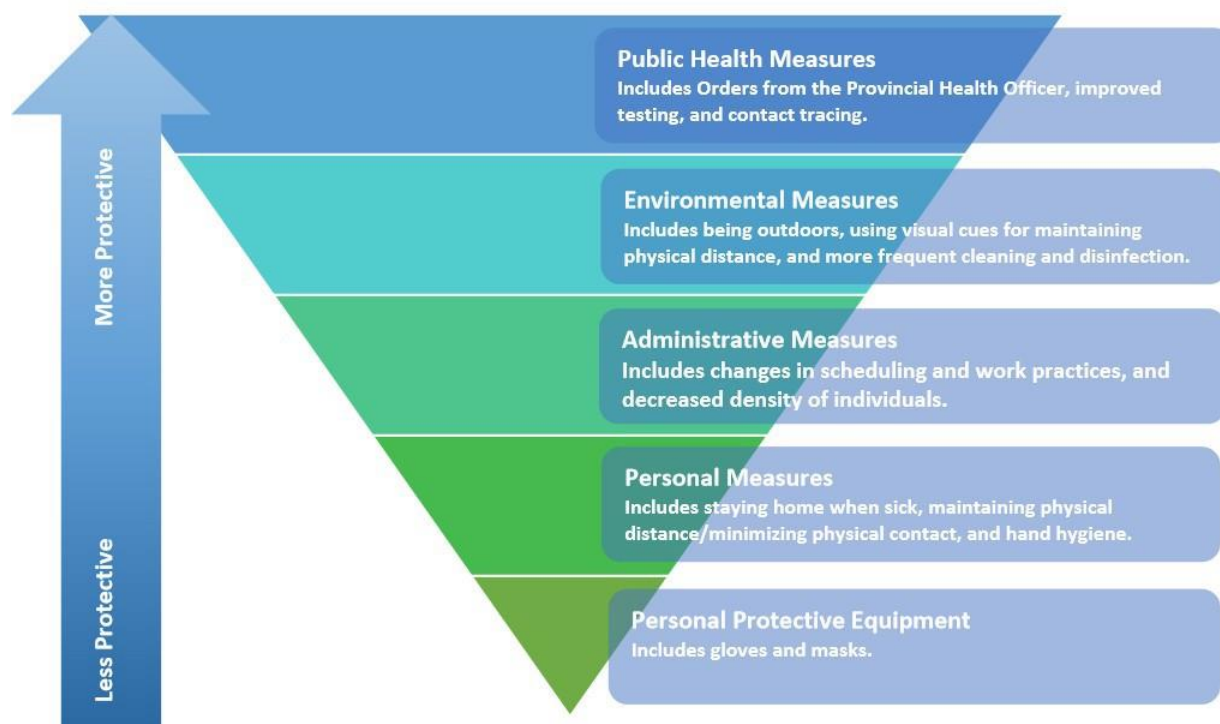
# Risk

## Infection Prevention and Exposure Control Measures

Implementation of infection control measures will reduce the risk associated with virus transmission and help create a safe environment for patrons and staff.

The following controls associated with the “Hierarchy for Infection Prevention and Exposure Control Measures for Communicable Disease” are to be implemented. Additional controls and specifics will be captured in the Site-Specific Safety Plan.

### The Hierarchy for Infection Prevention and Exposure Control Measures for Communicable Disease



## Environmental Measures

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Environmental measures include all of elimination/substitution controls, engineering controls and cleaning and disinfection controls.

### Physical Distancing

Physical Distancing (maintaining a distance of 2m between two or more people) is challenging in our environment with various age groups and high levels of activity. As such, it is reasonable to establish different expectations for varying age groups and activities. Adults should continue to maintain a safe physical distance whenever possible.

### Elimination/Substitution

- 1) Reduction of patrons in ATRS facilities to meet the PHO guidelines:
- 2) Any areas that are to have reduced occupancy shall have a **“Maximum Occupancy Limit Sign”** on the door.
- 3) Provide patrons with outdoor activities, when possible for group fitness.

### Engineering

- 1) If 2m physical distancing cannot be maintained from visitors, customers, or parents the installation of physical barriers should be implemented
  - a. This is specifically for general reception and front line services

### Cleaning and Disinfection

Regular cleaning and disinfection with an approved disinfectant i.e. Oxivir is essential to preventing the transmission of COVID-19 from contaminated objects and surfaces. Spaces should be disinfected in accordance with the BCCDC's Cleaning and Disinfectants for Public Settings Document.

## Administrative Measures

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### Mitigation

- 1 Informed Code of Conduct - requires the patron is informed, understands, and acknowledges the following:
  - a) That any use of our spaces and services involves some risk of COVID-19 transmission;
  - b) FWC staff is following protocols to help reduce or mitigate risk where possible, but that risk cannot be reduced to zero;
  - c) The patron consents to the booking despite some risk; and
- 2 Asymptomatic Spreaders - asymptomatic transmission of COVID-19 is an unavoidable risk of practice until such time that herd immunity is achieved or there is an effective vaccine.
- 3 In the Event a Member Alleges they caught COVID-19 from the ISC Rink – Facility staff will immediately call Public Health at 8-1-1 to report the alleged transmission, providing the name/ contact details of the patron. Patron will immediately be sent home.

## Personal Measures

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### Staying Home When Sick (Patrons)

Implementing this message on signs and all communications to patrons.

#### **Staff MUST stay home and self-isolate if:**

- They are showing illness symptoms similar to those of the flu or common cold  
Fever, dry cough, shortness of breath, sore throat, stuffy/runny nose
- Have travelled outside Canada in the last 14 days
- Identified as a close contact of a confirmed case or outbreak

*Those unsure if they should self-isolate should contact 8-1-1 or the local public health unit to seek further input.*

#### **Staff may return once:**

- 10 days have passed and symptoms have diminished
- A negative COVID-19 test is shared with their Supervisor

### Daily Health Screening (Patrons)

All patrons will answer COVID-19 screening prior to booking (online form) and when entering the facility through the main entrance.

### Daily Health Screening (Staff)

To ensure the safety of staff it is important for each site to include how they will screen for illness. This should include:

- Clear and concise communication with staff that they **MUST** not attend work if ill
- Additional way to ensure compliance:
  - Follow Daily Health Screening
  - Take UVic's COVID-19 safety awareness training (via Coursespaces)

Supervisors retain the right to turn away a staff member that is showing signs of illness.

### Hand Hygiene

Rigorous hand washing with plain soap and water is the most effective way to reduce the spread of illness. Both patrons and staff can pick up and spread germs easily, from objects, surfaces, food and people. Everyone should practice diligent hand hygiene.

If sinks are not available, use of at least 60% alcohol-based hand sanitizer (or another approved sanitizer) shall be used.

BCCDC hand washing posters are displayed in washrooms and high use areas such as staff rooms to encourage continual washing practices are followed.

Hand Hygiene at work should occur when:

Staff
<ul style="list-style-type: none"> <li>• When they arrive at work and before they go home.</li> <li>• Before and after any breaks (e.g., lunch).</li> <li>• Between different office spaces (e.g., outdoor-indoor transitions).</li> <li>• Before and after eating and drinking.</li> <li>• After using the toilet.</li> <li>• After handling common resources/equipment or supplies.</li> <li>• After sneezing or coughing into hands.</li> <li>• After contact with body fluids (i.e., runny noses, spit, vomit, blood).</li> <li>• After cleaning tasks.</li> <li>• After removing gloves.</li> <li>• After handling garbage.</li> <li>• Whenever hands are visibly dirty.</li> </ul>

How to wash hands: <https://www.youtube.com/watch?v=3PmVJQUcm4E>

- 1) Remove jewellery
- 2) Wet hands with warm running water
- 3) Distribute liquid cleaner
- 4) Clean hands for 20 seconds
  - a. Rub palm to palm
  - b. Rub right palm over the back of left hand with interlaced fingers and vice-versa
  - c. Rub palm to palm with fingers interlaced
  - d. Back of fingers on opposing palms
  - e. Rub thumb rotationally, clasped in opposing hand
  - f. Rub tips of fingers rotationally on opposing palm
  - g. Rinse hands thoroughly
  - h. Dry hands with paper towel
  - i. Use paper towel to shut off water

#### Respiratory Etiquette

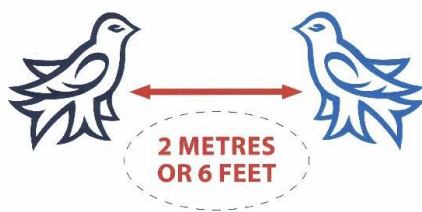
Patrons should:

- Cough or sneeze into their elbow sleeve or a tissue. Throw away used tissues and immediately perform hand hygiene.
- Refrain from touching their eyes, nose or mouth with unwashed hands.
- Refrain from sharing any food, drinks, unwashed utensils, cigarettes, or vaping devices.

*All of the protocols listed in this Safe Work Plan will help mitigate the risks outlined above.*

# ISC Rink Signage

**PRACTICE  
PHYSICAL DISTANCING  
AT ALL TIMES**



*Please do your part to help everyone stay healthy and safe*



Maximum room occupancies have been established to help prevent the spread of COVID-19 and promote physical distancing.

**MAXIMUM  
OCCUPANCY  
FOR THIS ROOM  
PEOPLE**

AUTHORIZATION  
Room #/Area: \_\_\_\_\_  
Date: \_\_\_\_\_  
Authority: \_\_\_\_\_

*Please do your part to help everyone stay healthy and safe*



Maximum room occupancies have been established to help prevent the spread of COVID-19 and promote physical distancing.

**MAXIMUM  
OCCUPANCY FOR  
THIS WASHROOM  
PEOPLE**

If maximum occupancy is reached, please wait outside washroom at least 2 metres away from door until someone exits.  
Wash your hands after using washroom with soap and water for at least 20 seconds.

*Please do your part to help everyone stay healthy and safe*



**DO NOT ENTER  
IF YOU ARE SICK  
OR HAVE SYMPTOMS OF COVID-19,  
OR ARE REQUIRED TO SELF-ISOLATE.**

SYMPTOMS OF COVID-19 INCLUDE:  
fever | chills | new or worsening cough | shortness of breath  
sore throat | new muscle aches or headache



DAILY HEALTH SCREENING REMINDER  
**You must do a self-assessment every day for COVID-19 symptoms before coming to campus.**

IF YOU HAVE ANY SYMPTOMS:  
• Please stay home  
• Consult the COVID-19 self-assessment tool at [bc.thrive.health/covid19](https://bc.thrive.health/covid19)  
• Contact 811 for medical advice



## SANITIZING + CLEANING

In addition to the high touch cleaning list, facility staff will be following up between user groups to sanitize handles, benches and any other points of contact using Oxivir, anti-viral product.

Facility staff will also check and refill hand sanitizer stations to ensure we have enough product available for the next cohort of patrons.

Groups will be staggered between the four team rooms to allow for cleaning between use.

Wherever possible, doors will be propped open to minimize touching of door handles.

# ISC RINK DAILY HIGH TOUCH CLEANING CHECKLIST

Task	10:00-11:30am	12-1:30pm	4-5:30pm
Ian Stewart Front Doors			
Ian Stewart Exit Doors			
Ian Stewart Lobby Hand Rails			
Ian Stewart Lobby Door Handles to Arena			
Ian Stewart Arena Benches			
Ian Stewart Bench Gates			
Ian Stewart Gate to Ice (dressing room side)			
Dressing Room Handles 1, 2, 3, and 4.			
Dressing Room Benches 1, 2, 3, and 4.			
Dressing Room Sink Taps and Counters 1, 2, 3, and 4.			
Dressing Room Toilet Seats 1, 2, 3, and 4.			
Dressing Room Flush Handles 1, 2, 3, and 4.			
Dressing Room Soap Dispensers 1, 2, 3, and 4.			
Dressing Room Toilet Paper Dispensers 1, 2, 3, and 4.			
Dressing Room Paper Towel Dispensers 1, 2, 3, and 4.			
Ian Stewart Door handles to the Downstairs Washrooms			
Ian Stewart Downstairs Washroom Soap Dispensers			
Ian Stewart Downstairs Washrooms Stall Latches			
Ian Stewart Downstairs Washrooms Toilet Seats			



Ian Stewart Downstairs Washroom Flush Buttons/Handles			
Ian Stewart Downstairs Washrooms Paper Towel Dispensers			
Ian Stewart Downstairs Washrooms Toilet Paper Dispensers			
Ian Stewart Downstairs Washroom Sink Taps (if not automatic)			
Ian Stewart Downstairs Washroom Sink Counters			
Officials Specialized Room Benches			
Officials Specialized Room Door Handles			
Player Benches			
Player Bench Gates			

# COMMUNICATION TO USER GROUPS PRIOR TO ARRIVAL

We ask that all patrons complete a health screen BEFORE leaving their home. No patron should enter the ISC Rink if they:

1. Are showing illness symptoms similar to those of the flu or common cold: fever, dry cough, shortness of breath, sore throat, stuffy/runny nose
2. Have travelled outside Canada in the last 14 days
3. Have been in close contact of a confirmed case or outbreak of COVID19

**Organizations will have a designated person screening participants upon entry, however UVic staff retain the right to turn away any patron that is showing signs of illness**

## BEFORE ARRIVAL:

- Complete self screening per return to play guidelines for your sport.
- DO NOT enter facility if you are not feeling well or have come into contact with anyone who has symptoms of illness.
- Bring your own water bottle.
- Come fully dressed for the activity you are participating in
- Limit the number of people accompany players to and from the arena (there is currently no spectator space).

## DURING ACTIVITY

- Physical distancing guidelines must be followed at all times. Stay at least 2 metres away from other members and staff. Absolutely no congregating.
- Please move with purpose through common areas. Proceed to designated area for donning skates.
- Always adhere to capacity limits and 2-metre distancing on the bench and in the team rooms
- Alert facility staff immediately to any concerns related to sanitizing or physical distancing

## AFTER ACTIVITY

- Leave the facility immediately upon ceasing activity. This is critical for UVic staff to have time to clean the ice and sanitize common and high touch areas.

**Inappropriate or abusive behaviour, spitting, swearing and activity that does not comply with this safety plan will not be tolerated. Patrons found not abiding by any of these safety policies will be asked to leave or have facility booking privileges revoked.**

# DAILY HEALTH SCREENING

## Process (Staff and Patrons)

### Step 1

Communication regarding the responsibility of staff to assess themselves for COVID-19 symptoms prior to coming to work.

### Step 2 The utilization of a communication board at the entrance

and/or Questions posted should include:

- Do you have a cough?
- Do you have a fever?
- Do you have a sore throat?
- Is anyone in your household ill?
- Has anyone in your household traveled outside of Canada with the past 14 days?

If any of these symptoms are present do not enter the building. If you must seek information please contact your supervisor.

A staff member should be available to provide guidance on the information and ensure individuals showing symptoms of COVID-19 are not allowed to enter, and their supervisor should be notified.

# FIRST AID PROTOCOL

## Purpose

This Safe Work Procedure provides information for Certified First Aid Staff (CFAS) during the COVID-19 pandemic. The following process will ensure we are safely able to support anyone injured or that becomes ill at work.

## Procedure

CFAS should always wash hands before performing any first aid practices.

### Staff/Patron showing COVID-19 Symptoms

Staff are not to treat staff or patrons showing COVID-19 symptoms. If an emergency call 9-1-1 and Campus Security.

Should someone require first aid showing COVID-19 symptoms the following shall be followed:

- 1) Practice physical distancing of 2m
- 2) Alert Supervisor
- 3) If staff, send home and inform them to call 8-1-1 and follow recommended health practices
  - a) Write down any areas they may have been that day
  - b) Have them follow up with their supervisor if they are receiving a COVID- 19 test or self-isolating for 10 days
- 4) Advise OHSE, facility and custodial staff to perform cleaning as per established Cleaning Protocols

### Staff/Patron NOT showing COVID-19 Symptoms

CFAS may perform first aid if the following procedure is followed:

- 1) Maintain physical distancing
  - a) Perform injury assessment verbally and visually
  - b) Walk them through self-treatment, if possible
- 2) If self-treatment is not possible
  - a) Put on nitrile gloves
  - b) Advise patient to not speak during physical assessment or treatment, if possible
  - c) Perform necessary treatment
  - d) Maintain physical distancing once again
  - e) Remove gloves
  - f) Staff and patient to wash hands
- 3) Complete First Aid Form

*Note: Masks are not required, when performing first aid on patients that are not showing COVID-19 symptoms.*

# STAFF TRAINING CHECKLIST (ISC RINK)

## Review and understand:

- ☐ Site Safety Plan
- ☐ Daily Health Check Process
- ☐ New sanitizing procedures (Oxivir gun and high touch points)
- ☐ First Aid Protocols
- ☐ Signage
- ☐ Use of Radios
- ☐ Working Alone Protocol
- ☐ Minor Hockey and Figure Skating return to play guidelines
- ☐ UVic COVID-19 Training

## GUIDING DOCUMENTS

- [BC RESTART](https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-recovery/covid-19-provincial-support/bc-restart-plan)<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-recovery/covid-19-provincial-support/bc-restart-plan>
- [www.islandhealth.ca/covid19](https://www.islandhealth.ca/covid19)
- [Worksafe BC](https://www.worksafebc.com/)
- [UVic COVID-19: https://www.uvic.ca/ohse/covid-19/training/index.php](https://www.uvic.ca/ohse/covid-19/training/index.php)

## ACCOMPANYING DOCUMENTS

- 1 WorkSafe BC Guidelines Checklist ISC Arena
- 2 ViaSport: Guidelines for Return to Play (hockey and figure skating)
- 3 VRC Minor Hockey: Return to Hockey Safety and Guidelines
- 4 Racquet Club Figure Skating: Return to Skating Safety and Guidelines
- 5 SkateCanada (BC/Yukon) Region: Return to Play for Figure Skating Guidelines