

2020



Arena – Phase 3

Site Specific Safety Plan

Nelson Civic Centre Arena

Updated: November 4, 2020



R.D.C.K. – Nelson & District Community Complex COVID 19 ARENA Site Safety Plan

Updated: November 4, 2020

Purpose

The purpose of this plan is to prevent the spread of the COVID-19 virus, protect the people present at RDCK recreation facilities, and ensure compliance with public health guidelines, federal and provincial laws, local bylaws, and other applicable requirements and standards.

Masks must be worn in all areas of the Community Complex except field of play.

General Information

Occupancy Limits

1. See attached ***Traffic Flow & Occupancy Map*** for occupancy limits within each space in the arena.
2. The occupancy limit for events in arenas has been determined by the British Columbia Recreation and Parks Association and the BC Public Health Officer's order on October 30, 2020.
 - a. Up to 50 people for practices and 65 for games (see ***Game/Competition Ice Usage*** below)
 - b. If there are instances where groups are choosing to follow Phase 2 protocols to remain physically distant, the maximum on the field of play is 25 and 5 each for the players' benches.

Upon Arrival

1. Access to the facility will be permitted a maximum of 15 minutes prior to the scheduled use.
2. All ice users will use the right-hand Civic Centre double doors to enter the arena. Users will use the designated physical distancing line for Arena activities prior to doors opening.
3. Before entering the facility, participants are required to read the "COVID 19" sign noting all Public Health guidelines within the facility.
4. Non-medical masks will be required upon entry to the facility in all common public areas including, dressing rooms and hallways.
5. Each user group is required to provide an Attendant who will let the group into the facility and monitor the group ensuring all required Public Health Orders and Site Safety plan Guidelines are adhered to. Attendant(s) must be identifiable.
 - a. Attendant is to arrive 30 minutes prior to ice session to ensure facility staff can let them in the building.
 - b. Attendant must not access any other areas of the facility during this time (must remain at the doors).
 - c. Attendant will monitor the door and only allow facility access to their group 15 minutes prior to the start of their ice time (no exceptions).



- d. Attendant will ensure all users are out of the facility 15 minutes after their ice time.
 - e. Attendant will create and keep an attendance list for all participants (with first and last names, phone numbers, and/or email addresses) of the event, including parents, spectators, and anyone associated with the user group (Provincial Health Officer Order dated October 9th, 2020).
 - f. The attendance list may be requested at any time and must be provided by email to the Nelson & District Community Complex within 24 hours to NelsonCovidList@rdck.bc.ca
6. Event Participants and Personnel arriving late or requiring re-entry will be permitted if the attendant is available at the door to check-in the Event Participant or Personnel.
 7. Upon entering the arena, participants will use Hand hygiene, i.e. hand sanitizer.
 8. All Participants entering the Facility will be aware of and maintain physical distancing at all times.
 9. Patrons will follow the directional arrows to designated spaces for putting on skates and additional equipment and wait until their ice time begins.
 10. All belongings must be left at your designated space during your ice session.
 11. Water bottle filling stations will be provided.
 - a. Please bring a filled water bottle.
 - b. Drinking fountains will be closed

Dressing Rooms / Washrooms

1. Participants have 15 minutes before and after their ice time to change.
2. See attached **Traffic Flow & Occupancy Map** for occupancy limits in the dressing rooms.
 - a. Because all participants are wearing masks in dressing rooms, distance markers are provided for both 1 and 2 metre physical distancing.
3. Washrooms are available for use in dressing rooms.
4. Use of showers is prohibited.
 - a. Please see **Game/Competition Ice Usage** below for shower exceptions for visiting teams.
5. Public bathrooms will be available on concourse level.
6. All participants must sit at designated spaces identified by stickers on the seats.
7. Users must wear masks in the dressing rooms and hallways where participants are getting ready. Masks are worn up to the time participants proceed to the ice session and as soon as returning from the ice session.

Storage

1. When applicable, storage may be provided at the discretion of the RDCK.
2. User groups that currently have storage will need to submit storage access as part of their COVID19 Safety Plan.

Practice/Casual Ice Usage

1. NO SPITTING ANYWHERE IN THE FACILITY OR ON THE ICE.
2. Users will remain seated in the staging area until their ice time begins. Users will ensure physical distancing while entering ice surface.
3. Non-medical masks can be removed upon entering the Field of Play which includes: ice surface, players' benches, and penalty boxes.



4. Coaches are required to be the first on the ice surface and the last to leave the ice surface.
5. For cohort play, player benches are considered part of the field of play and there is no bench maximum.
 - a. Phase 2-style play will only allow for a maximum of 5 people, physically distanced, per bench as marked (coaches and skaters only permitted on benches).
6. Users must place water bottles on the top of players' bench on the provided markings. Users must never share water bottles.
7. Physical distancing markings will be placed on the glass by the facilities staff, in the 4 corners to provide reference for physical distancing of individuals in a lineup.
8. Setup and takedown of all related equipment must be done during the allotted ice booking.
9. Cohorts will follow their provincial sport organization's sport-specific guidelines for rules of play and contact on the field of play.

** In case of emergency, exit the ice surface in the same manner as entering. Wait on your designated seats (staging area) for further instruction.

Exiting Procedure

1. At the end of the ice booking, participants must exit the ice promptly so that the next group can start on time.
2. Users must exit the ice, single file, while maintaining 2 metre physical distancing, to their designated spaces.
3. Users will be given 15 minutes after the allotted ice time to take off skates, equipment and exit the building in an orderly, physically distanced fashion, guided by the users' attendant.
4. Users will exit the arena by using the staircase opposite the entrance, which will be marked "EXIT".

Practice/Game/Competition Ice Usage - Minor Hockey Associations

Scope

This Guideline applies to the organisers of minor hockey competition. This guideline does not relieve the organiser of any legal obligations to its participants', employees' and volunteers' safety or responsibility under any governmental regulations. In particular this guideline does not relieve the organiser from its obligations as per the ORDER OF THE PROVINCIAL HEALTH OFFICER (Pursuant to Sections 30, 31, 32 and 39 (3) Public Health Act, S.B.C. 2008) GATHERINGS AND EVENTS dated October 30, 2020 or any subsequent changes. The organiser must ensure that it is in compliance with all of the provisions of this Order. This Guideline is to define the game day procedures for competition only. This guideline does not cover allowing patrons.

Definitions

TOTAL EVENT SIZE: Maximum of 65 people which equals EVENT Participants plus EVENT Personnel.

EVENT Participant: As defined by viaSport a maximum group of 50 participants in a COHORT for a single Event. These persons may participate in the activity without wearing face coverings and without physical



distancing on the field of play. This includes all players from both teams participating in the event and any other team personnel included in the COHORT.

EVENT Personnel: This includes all personnel who are event staff, volunteers, vendors, exhibitors, presenters, team managers, coaches, referees, time keepers or score keepers, and staff. This group should be kept small and to the least amount of people required to carry out the event. These persons must maintain physical distancing and wear a mask or face covering at all times.

TOTAL EVENT SIZE FOR U9 and younger - Equals Event Participants plus Event Personnel.

- a) For practices the Maximum Event size is 50
- b) For games the Maximum Event Size is 65

EVENT Participant FOR U9 and younger: See the definition of EVENT Participant

EVENT Personnel FOR U9 and younger or other with special needs: The definition as per the definition of Event Personnel with the addition of:

- a) Where required, one parent volunteer per Event Participant may remain in the building so as long as they are officially registered as volunteers with the organization conducting the event and are playing an active role in supporting the Event Participant.

EVENT Personnel FOR U11 only: The definition as per the definition of Event Personnel with the addition of:

- a) Where required, a maximum of four additional parent volunteers may remain in the building so as long as they are officially registered as volunteers with the organization conducting the event and are playing an active role in supporting the Event Participants.

Masks or Face Coverings: As defined by the RDCK Mask Safety Guideline

Patron: An individual who attends an event such as spectators, parents or any individual that attends an event and is not essential to the event taking place. Review the Guidelines for Patrons.

RDCK Staff: Staff employed by the RDCK and scheduled to work during an Event.

Home Team: The organisation who is the signatory on the Facility Use Agreement for the Event and whose team is playing in the event.

Field of Play: The ice surface and the team benches and penalty boxes.

Dressing Room Area: The combined area of dressing rooms and common space allotted for teams to use in *preparation* for a game defined by the facility traffic flow map where the game is being played. Teams may meet in these areas and conduct warm ups.



Game Day Procedures

Entering the Facility

1. Event Participants and Event Personnel will be permitted into the facility 15 minutes prior to the scheduled warm-up. (For a 7:00pm scheduled warm up, entry into the facility begins at 6:45pm)
 - a. An Event Personnel who is a representative of the home team will be stationed at all entry points used to control ingress and egress into the facility and will also:
 - i. Complete all health screening prior to allowing Event Participant or Personnel entry into the facility.
 - ii. Ensure all Event Participants or Personnel done masks or face coverings before entering the facility or when lining up to enter the facility where 2 metres physical distancing cannot be maintained.
 - b. The first team to enter the facility will be the team whose dressing room is furthest from the designated entry point.
 - c. Teams must go directly to and remain in their designated dressing room area until the designated time for going to the field of play. ***Dressing room area as identified by the traffic flow and occupancy map.***

Moving to the Field of Play

At the start of warm up and each period:

1. Penalty box attendants and score keepers must enter the field of play and go to their designated location before the on-ice officials leave their dressing room.
2. On-ice officials must be on the field of play prior to the players and team officials leaving their dressing room area.

At the conclusion of the warm up and each period

1. Players and team officials must go to their dressing room area prior to the on-ice officials leaving the field of play
2. On ice officials must go to their dressing room prior to the scorekeepers and penalty box attendants leaving the field of play.

At the conclusion of the game

1. Showers may be used by the visiting team only if:
 - a. they travelled more than 100km and they are not staying in local accommodations after the game
2. At the conclusion of the game, ***all*** Event Participants leave the facility in 15 minutes by the same doors they entered.



Event Personnel Guidelines

1. All Event Personnel who are not permitted access to the Dressing Room Area must stay out of the dressing room areas of the facility (Contact with the COHORT must be limited).
2. All Event Personnel must wear face coverings and maintain physical distance at all times.
3. At the conclusion of the game, all Event Personnel must exit the building in 15 minutes by the same door they entered.

Game/Competition Ice Usage - KIJHL/Selkirk College/Other High Performance Competition

Scope

This specific guidelines applies to the organisers of high performance hockey competition. This guideline does not relieve the organiser of any legal obligations to its participants', employees' and volunteers' safety or responsibility under any governmental regulations. In particular this guideline does not relieve the organiser from it's obligations as per the ORDER OF THE PROVINCIAL HEALTH OFFICER (Pursuant to Sections 30, 31, 32 and 39 (3) Public Health Act, S.B.C. 2008) GATHERINGS AND EVENTS dated October 30th, 2020 or any subsequent changes. The organiser must ensure that it is in compliance with all of the provisions of this Order. This guideline is to define the game day procedures for competition only. This guideline does not cover allowing patrons.

Definitions

High Performance Competition: a team participating in the Kootenay International Junior Hockey League, BC Intercollegiate Hockey League, equivalent or higher.

TOTAL EVENT SIZE: Maximum of 65 people which equals EVENT Participants plus EVENT Personnel.

EVENT Participant: As defined by viaSport a maximum group of 50 participants in a COHORT for a single Event. These persons may participate in the activity without wearing face coverings and without physical distancing on the field of play. This includes all players from both teams participating in the event and any other team personnel included in the COHORT.

EVENT Personnel: This includes all personnel who are event staff, volunteers, vendors, exhibitors, presenters, team managers, coaches, referees, time keepers or score keepers, and staff. This group should be kept small and to the least amount of people required to carry out the event. These persons must maintain physical distancing and wear a mask or face covering at all times.

Masks or Face Coverings: As defined by the RDCK Mask Safety Guideline

Patron: An individual who attends an event such as spectators, parents or any individual that attends an event and is not essential to the event taking place. Review the Guidelines for Patrons.

RDCK Staff: Staff employed by the RDCK and scheduled to work during an Event.

Home Team: The organisation who is the signatory on the Facility Use Agreement for the Event and whose team is playing in the event.



Field of Play: The ice surface and the team benches and penalty boxes.

Dressing Room Area: The combined area of dressing rooms and common space allotted for teams to use in **preparation** for a game defined by the facility traffic flow map where the game is being played. Teams may meet in these areas and conduct warm ups.

Game Day Procedures

Entering the Facility

1. Event Participants and Event Personnel will be permitted into the facility 30 minutes prior to the scheduled warm-up. (For a 7:00pm scheduled warm up, entry into the facility begins at 6:30pm)
 - a. An Event Personnel who is a representative of the home team will be stationed at all entry points used to control ingress and egress into the facility and will also:
 - i. Complete all health screening prior to allowing Event Participant or Personnel entry into the facility.
 - ii. Ensure all Event Participants or Personnel done masks or face coverings before entering the facility or when lining up to enter the facility where 2 metres physical distancing cannot be maintained.
 - b. The first team to enter the facility will be the team whose dressing room is furthest from the designated entry point, unless multiple or alternate entrance/exit is established by the traffic flow and occupancy map. (For example, in Creston the visiting team players enter through the North entrance closest to their dressing room. The home team will enter through their outdoor entrance into the dressing room)
 - c. Teams must go directly to and remain in their designated dressing room area until the designated time for going to the field of play. **Dressing room area as identified by the traffic flow and occupancy map.**
2. All Event Personnel who are not permitted access to the Dressing Room Area for either team will enter through a third designated entrance as identified by the traffic flow and occupancy map.

Moving to the Field of Play

At the start of warm up and each period

1. Penalty box attendants and score keepers must enter the field of play and go to their designated location before the on-ice officials leave their dressing room.
2. On-ice officials must be on the field of play prior to the players and team officials leaving their dressing room area.

At the conclusion of the warm up and each period



1. Players and team officials must go to their dressing room area prior to the on-ice officials leaving the field of play
2. One ice officials must go to their dressing room prior to the scorekeepers and penalty box attendants leaving the field of play.

At the conclusion of the game

3. Showers may be used by the visiting team only.
4. At the conclusion of the game, ***all*** Event Participants leave the facility in 30 minutes by the same doors they entered.

Event Personnel Guidelines

1. All Event Personnel who are not permitted access to the Dressing Room Area must stay out of the dressing room areas of the facility. (Contact with the COHORT must be limited)
2. All Event Personnel must wear face coverings and maintain physical distance at all times.
3. Broadcast personnel should go to their designated area for the duration of the game.
4. Broadcast personnel will be permitted to remove their mask only to speak into a microphone. They must at all times be in a space that allows them to be physically distanced. If this cannot be accomplished, a physical barrier must be installed.
5. At the conclusion of the game all Event Personnel must exit the building in 20 minutes by the same door they entered.



Safety

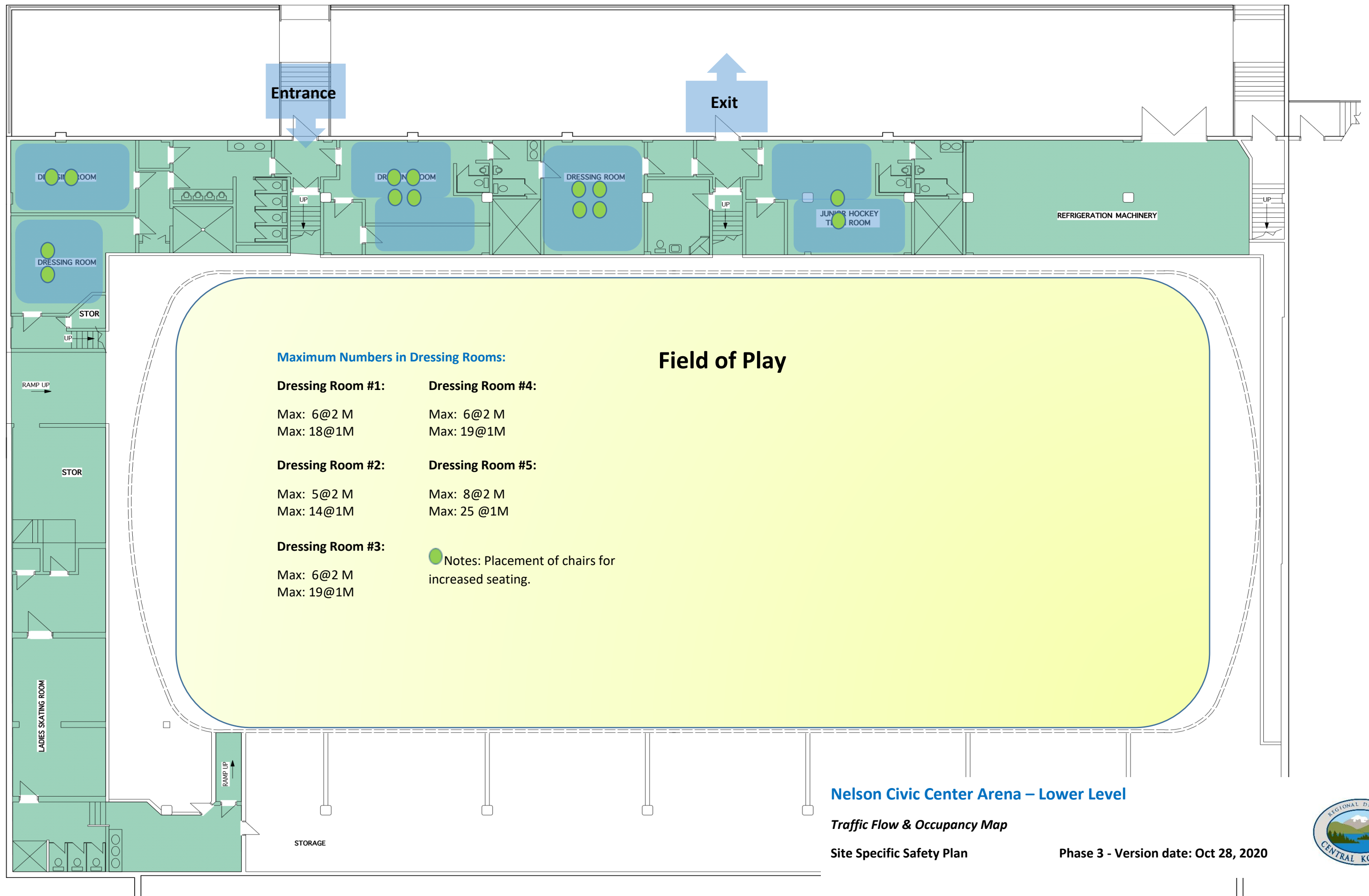
Additional Safety Protocols

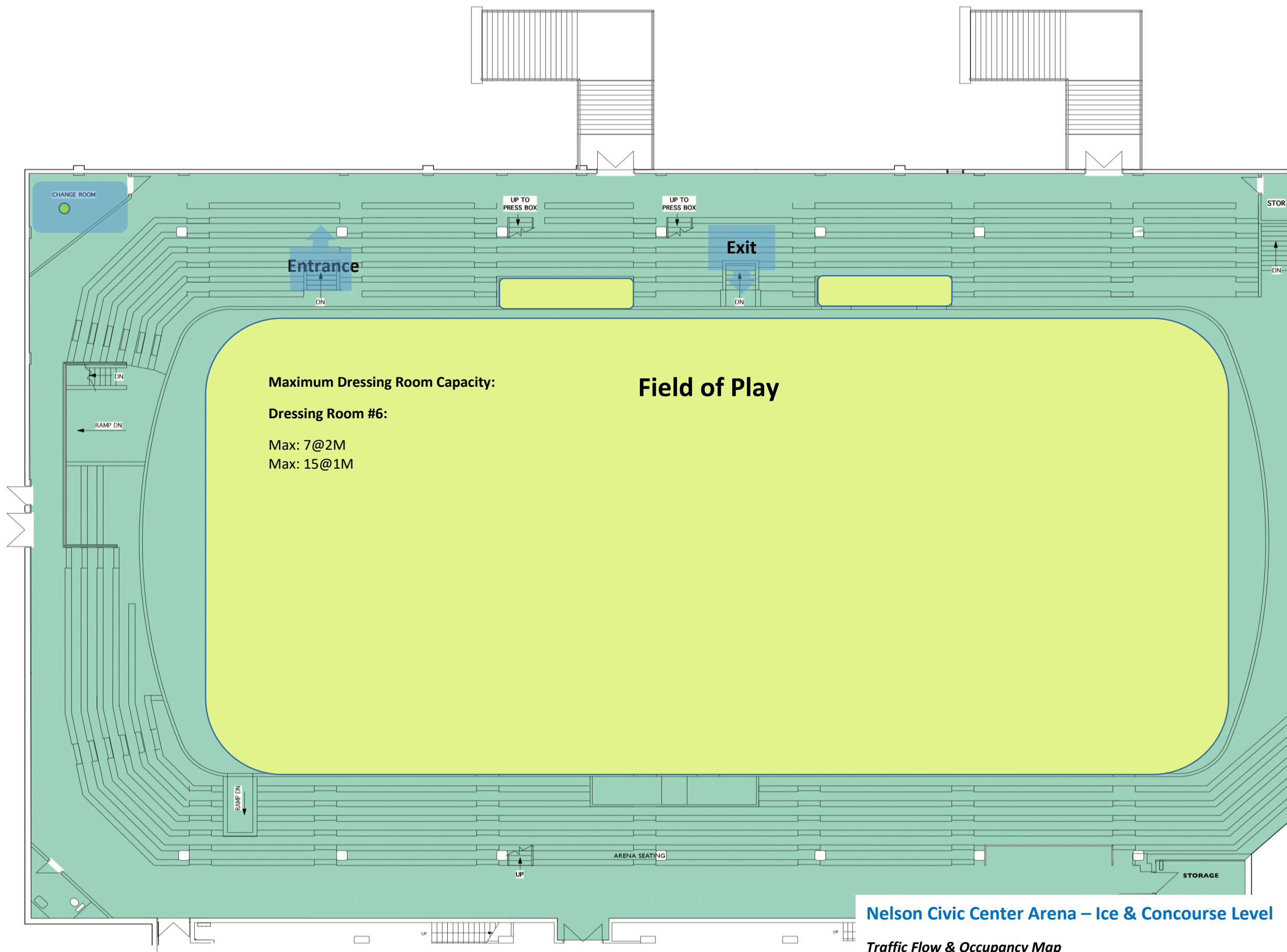
1. Staff will reduce interactions with users as much as possible and physically distance at all times.
2. Vending machines and concession will be unavailable.
3. Updated COVID Safety Guidelines provided by BC Work Safe are currently in place. RDCK staff will use all required PPE to respond or participate in response to first aid incidents within the facility.
4. User groups are required to designate a First Aid Attendant and have first aid supplies available. User groups shall notify NDCC staff of all major first aid incidents that require 911 assistance.
5. A scaled approach, based on frequency of touch points, will be used to plan cleaning schedules (see table below):

Frequency of Touch Points	Examples	Recommended cleaning and disinfecting frequency
High	<ul style="list-style-type: none">- Participant staging area (seats used for lacing skates and putting on equipment)- Arena door handles	Minimum, 4 times per day
Moderate	<ul style="list-style-type: none">- Player benches	Minimum 2 times per day
Low	<ul style="list-style-type: none">- Seating areas (stands)- Concourse floor- Public Washrooms	Minimum 1 time per day

Attachments:

1. Site Specific Traffic Flow & Occupancy Map





25258 Square Feet (Interior Net Area)

Nelson Civic Center Arena – Ice & Concourse Level

Traffic Flow & Occupancy Map

Site Specific Safety Plan

Phase 3 - Version date: Oct 28, 2020

