

Keswick Valley Regional Complex

COVID-19 Operational Plan

Last Updated October 9, 2020

All families and individuals using the arena must follow the rules set by the Board of Directors of the Keswick Valley Regional Complex and Keswick Valley Minor Hockey. We appreciate your support as we all navigate this new normal together.

Keswick Valley Regional Complex Disclaimer

The following document is a guide to comply with provincial re-opening rules. It will be reviewed weekly and changes will be made if and when necessary. It is your responsibility to review this documentation on a regular basis. This document will be posted on the Keswick Valley Regional Complex webpage, Keswick Valley Minor Hockey Facebook page as well as Keswick Valley Minor Hockey website.

Risk Assessment

The Keswick Valley Regional Complex is governed by their board of directors. The arena includes a full canteen with a warming area. There is a set of public washrooms, a manager's office, two separate Official's rooms on the main floor close to the ice surface. There is one ice surface with seating available on one side of the arena. There is a zamboni room, in the front of the building and an equipment storage area at the back of the arena. The Arena includes 6 dressing rooms. Room #1 is closest to the ice surface. Room #2, #3, #4 and #5 are in the main entrance area. Room #6 is upstairs, closest to the entrance to the arena. There are showers included in dressing Rooms #1 and #5. The upstairs of the arena includes dressing room #6, a washroom, and a shower. There are two separate warm rooms overlooking the ice surface, an equipment room and a large room currently used as an air rifle shooting facility.

Limited Admission

- At this time, it is recommended that only 1 family member accompany a player to limit the number of people in the facility.
- The arena staff will reduce seating and will not open warm rooms, due to strict cleaning protocols.

Physical Distancing

COVID-19 most commonly spreads from an infected person to another person through the following.

Close contact: Breathing in someone's respiratory droplets after they cough, sneeze, laugh or sing.

Contaminated surfaces: Touching something with the virus on it, then touching your mouth, nose or eyes with unwashed hands.

Common greetings: Handshakes, hugs or kisses.

To stay healthy and to protect ourselves and others, we must be mindful of the ever-present risk of exposure to the virus. Some settings and situations increase the risk, such as being in:

closed spaces with poor ventilation

crowded places where a large number of people gather

close contact where you can't keep 2 meters apart from others

Together, we can slow the spread of COVID-19 by making a conscious effort to keep a physical distance between each other. Physical distancing is proven to be one of the most effective ways to reduce the spread of illness during an outbreak. With patience and cooperation, we can all do our part.

In New Brunswick's Yellow Phase, rink facilities were permitted to re-open as long as Operation Plans were created and approved by Hockey New Brunswick.

-Distancing of 2 meters will be followed if consuming food or drink.

-Please follow Government of NB signage placed around the arena concerning physical distancing. (Appendix A)

-Please follow directional arrows placed on the floor and around the arena.

-Please follow signs indicating entry and exit doors.

-Plexiglass will be placed on the window of the canteen to ensure safe and physical distancing for canteen workers and arena users.

-The amount of people allowed in the canteen warming area at one time is limited to 3. After placing your order, you must wait out in the bleachers or exit the building.

-The Warm Room will not be available at this time.

-Congregating in the entry way of the arena will not be allowed. Arena users must go directly to a dressing room or out in the bleachers of the arena.

-Arena staff and arena users must monitor to ensure all physical distancing rules are being followed.

Signage

-Physical distancing posters will be placed around the arena. (Appendix A)

-Entry and Exit doors will be labeled.

-Dressing Room capacity signage will be placed at each room.

- All dressing rooms will require each individual to wear a non-medical face mask – signs will be posted.
- Directional arrows will be placed on the floor and around the arena.
- Signs will be placed on Washrooms indicating 2 people per washroom at one time.
- Signs will be placed in the bleachers to promote physical distancing.
- The bottom bleacher will be closed off for usage to allow physical distancing between arena users walking through the bleachers and sitting on the bleachers.

Arena Floor Plan (Appendix F)

- The main door at the front of the arena will be used as an entry and exit doors.
- Arena users will enter the arena using the right door and follow the directional signs placed on the floor.
- Arena users will exit the arena using the front entrance right door and by following the directional signs placed on the arena floor.
- Arena Users will follow the directional arrows around the arena.
- Arena users in dressing rooms 1, 4, 5 and 6 will exit out through the main doors following the directional arrows.
- Arena users in dressing rooms 2 and 3 will exit out the side door closest to room #2.
- Canteen users will enter the canteen through the door closest to Dressing Room #1.
- Canteen users will exit the canteen using the side door in the canteen area leading outside or exit through the door leading out to the bleachers.
- Seating in the bleachers will be reduced to respect physical distancing. The first row of bleachers will not be used to allow arena users to walk down the aisle respecting physical distancing.

-The Warm Room will not be accessible at this time.

Dressing Rooms

- The use of dressing rooms at Keswick Valley Regional Complex will be allowed.
- Teams will be allowed into the arena 20 min. prior to their ice time.
- Arena Attendant will unlock the entrance door to allow the team to enter. They must go directly to their dressing room.
- Arena Attendant will let the team know when they are able to go on the ice. The team must stay in the dressing room until the team is told the ice is ready.
- Teams **must** exit the arena within 15 min. of the end of their ice time to allow for proper sanitizing.
- Once sanitizing in the room has been completed, the dressing room will be locked. The next group using the dressing room must get the key from the arena attendant.
- Maximum capacity signs of number of individuals allowed in a dressing room at a time will be posted outside the room.
- Non-Medical Face Coverings are mandatory in all dressing rooms as physical distancing of 2 meters is not possible.

Hand Washing and Hand Sanitizing Stations (Appendix B and C)

- All washrooms will be equipped with soap dispensers and paper towel dispensers.
- The Entrance and Exit doors will be equipped with hand sanitizing stations.
- The canteen warm area will be equipped with a hand sanitizing station.

Sanitization

- Cleaning logs posted and will be maintained for all washrooms.
- The middle stall in the women's washroom will be not available for use to maintain physical distancing.
- The urinals in the men's washroom will be reduced to maintain physical distancing.
- The number of sinks in both the women's and men's washrooms will be reduced to maintain physical distancing.
- A maximum of 2 people at one time in both women's and men's washrooms.
- Dressing Rooms including benches, walls, light switches, door handles will be sanitized after each team's use.
- Benches, gate handles, timekeeper's and penalty boxes will be sanitized after each team's use.
- All frequently touched surfaces available to the public such as handrails, door handles, stair rails etc. will be cleaned every other hour with a log kept in the office.
- Garbage cans will be readily available throughout the arena to allow for proper disposal of trash, tissues, and personal protective equipment.
- Arena bleachers will be sanitized once daily.
- Arena attendant will ensure teams have access to their dressing room 20 min. prior to their ice time and have exited their dressing room 15 min. after their ice time to allow for proper sanitizing.
- Arena Manger will ensure supplies for cleaning and disinfecting are well stocked and readily available for Arena staff.

Use of Non-Medical Face Coverings (Appendix G)

-As of midnight Oct. 8, 2020, masks are now mandatory in all areas of Keswick Valley Regional Complex. The only exception would be on the ice. Please Note – while masks are not required for players on the bench, masks are mandatory for all Team Officials and Coaches while on the player's bench.

- All dressing room users must wear a non-medical face covering in the dressing room. The mask may be removed just prior to putting on your helmet to go on the ice.
- When returning to the dressing room, once the helmet is removed, the mask must be put back on.
- Masks will not be provided.** It is expected that each player and parent bring their own mask.
- If there is more than person in the timekeeper box, masks will be required.
- It is recommended that coaches, bench staff, officials carry hand sanitizer with them while at the arena.
- In areas you are not able to physical distance 2 meters, a non-medical face mask should be worn.

Canteen Services

- Keswick Valley Minor Hockey Board of Directors operate the canteen and have their own Operational Plan.
- Canteen will be available (schedule will be posted)
- Names and contact information will be recorded when ordering food.
- No outside food items will be allowed in the arena.
- Filling of water bottles will not be allowed. Arena users must bring their own water filled water bottle.
- If you need to wait for an order, you are asked to wait out in the bleachers (designated area).
- No more than 3 people allowed in the canteen warm area at one time.
- Directional arrows will be placed on the floor.
- Enter the canteen from the door closest to Dressing Room #1.
- Exit the canteen through the side door leading outside or through the door leading to the bleachers.

Accepting Payment for Ice Rental

- Only payment accepted is cash or cheque.
- Arena employee will immediately wash or sanitize after accepting payment.

Enforcement of the Rules

- Any person not following the rules set out in this Operational Plan shall be asked to leave the arena.

Screening

- All arena users entering the arena must answer the screening tool questionnaire before entering (Appendix E) <https://www2.gnb.ca/content/dam/gnb/Departments/h-s/pdf/ScreeningEF.pdf>
 - All staff of Keswick Valley Regional Complex will be responsible to self-assess their health each day prior to reporting for work.
 - They are asked to visit the link below regularly to ensure they are aware of the signs and symptoms of COVID-19.
 - If an employee is sick, they should stay home.
- Visit this website regularly for the most up-to-date information -
<https://www2.gnb.ca/content/dam/gnb/Departments/h-s/pdf/ScreeningEF.pdf>

By entering the Keswick Valley Arena, you agree that your answer to each question is NO as of the date and time you entered the rink.

Contact Tracing

- Keswick Valley Minor Hockey will have a member of each team responsible for keeping record of attendance during practices and games. (Appendix H)
- The assigned team member will give a copy to the Arena staff to keep on file for easy access if contacted by the Department of Health.
- Keswick Valley Regional Complex will be responsible for logging all non-minor hockey members that enter the facility (men's leagues, women's league, pick up hockey, public skating, anyone renting ice time etc.)
- Canteen workers will be responsible for collecting names and contact information of those who order food and stay at the arena in case there is a need for contact tracing.

Self-isolation Unit

- All arena users displaying signs of COVID-19 will be asked to leave the arena immediately.
- If they need to be picked up, a room will be dedicated as a self-isolation unit to avoid contaminating others while they wait.

Plan for if an employee Tests positive to COVID-19

- The person must immediately self-isolate and follow the guidelines of Public Health.
- Public Health will determine if there is a need for further action by Keswick Valley Regional Complex Board of Directors or an employee.

Plan for if an Arena User tests positive to COVID-19

- The person must immediately self-isolate and follow the guidelines of Public Health.
- Public Health will determine if there is a need to inform the management/board of directors of Keswick Valley Regional Complex of the positive test result.
- Regional Public Health will advise of any action needed from Keswick Valley Regional Complex Board of Directors or Arena Management.

Mental Health Supports

- It is natural to feel stress, anxiety, grief, and worry during and after a stressful situation.** Everyone reacts differently, and your own feelings will change over time. Notice and accept how you feel. Self-care during a stressful situation will help your long-term healing. Taking care of your emotional health will help you think clearly and protect yourself and your loved ones.
- Reactions during an infectious disease outbreak can include:**
Fear and worry about your own health status and that of your loved ones who may have been exposed to COVID-19

Changes in sleep or eating patterns

Difficulty sleeping or concentrating

Worsening of chronic health problems

Increased use of alcohol, tobacco, or other drugs

Coping with these feelings and getting help when you need it will help you, your family, and your community recover from a disease outbreak.

https://www2.gnb.ca/content/gnb/en/corporate/promo/covid-19/mental_health.html - (Appendix I)

Resources

Appendix A – Physical Distancing Poster

<https://www.canada.ca/en/public-health/services/publications/diseases-conditions/social-distancing.html>

Appendix B - Hand Washing Poster

<https://www.canada.ca/en/public-health/services/publications/diseases-conditions/reduce-spread-covid-19-wash-your-hands.html>

Appendix C – Hand Sanitizer Poster

<https://www2.gnb.ca/content/dam/gnb/Departments/h-s/pdf/SanitizerDesinfectant.pdf>

Appendix D – Washroom Cleaning Log

Appendix E – COVID-19 Screening Questionnaire

<https://www2.gnb.ca/content/dam/gnb/Departments/h-s/pdf/ScreeningEF.pdf>

Appendix F1 – Keswick Valley Regional Complex written Floor Plan

Appendix F2 – Keswick Valley Regional Complex Floor Plan drawing

Appendix G – How to Safely Use a Non-Medical Face Mask

<https://www.canada.ca/content/dam/hc-sc/documents/services/publications/diseases-and-conditions/covid-19-safely-use-non-medical-mask-face-covering/covid-19-safely-use-non-medical-mask-face-covering-en.pdf>

Appendix H – Contact Tracing Registry (appendix C on HNB site)

<https://hnb.ca/images/RTH - Appendix C.pdf>

Appendix I – Mental Health Fact Sheet

https://www2.gnb.ca/content/gnb/en/corporate/promo/covid-19/mental_health.html

For the latest information concerning COVID-19, please visit:

<https://www2.gnb.ca/content/gnb/biling/coronavirus.html>

Keswick Valley Regional Complex Floor Plan for Operational Plan – Appendix F1

- Enter through the Front Doors
- Arrows on the floor indicating direction
- Dressing Room #1 will exit through the Front Entrance.
- Dressing Room #2 and #3 will exit through the side door closest to the rooms.
- Dressing Room #4 will exit through the Front Entrance.
- Dressing Room #5 will exit through the Front Entrance.
- Dressing Room #6 will exit through the Front Entrance.
- To enter the canteen, arena users will enter through the door closest to dressing room #1 (door will be labeled)
- To exit the canteen, arena users will exit through the door leading out to the bleachers or through the side door exiting the arena.
- The Front entrance will be used to exit the arena (if not leaving the canteen or dressing Rooms #2 or #3) – arrows on the floor indicating direction.
- Follow the directional arrows to go to the washrooms.
- Players will enter and exit the ice surface through the door closest to the Men's washroom. (door will be labeled)

