



## {# } MOCA COVID-19 Relaunch Plan – Jack Setters Arena Procedure

### Purpose:

The purpose of this plan is to keep staff, volunteers, renters, and visitors to MOCA facilities safe from viruses such as COVID-19

### What is a pandemic?

(Of a disease) prevalent over a whole country or the world

### What is Coronavirus?

A large family of viruses that cause illness ranging from the common cold to more severe diseases such as Middle East Respiratory Syndrome (MERS-CoV) and Severe Acute Respiratory Syndrome (SARS-CoV).

### What is COVID-19?

A new strain that was discovered in 2019 and has not been previously identified in humans.

<b>Hazards:</b>	<ul style="list-style-type: none"> <li>• Exposure to deadly virus</li> <li>• Transmitting the virus to others</li> <li>• Stress</li> <li>• Fatigue</li> <li>• Harassment</li> </ul>	<b>PPE:</b>	<ul style="list-style-type: none"> <li>• Mask</li> <li>• Hand soap/ hand sanitizer</li> <li>• Gloves</li> <li>• Social Distancing</li> </ul>
<b>Training:</b>	As directed by MOCA General Manager via governing agencies	<b>Required Tools:</b>	<ul style="list-style-type: none"> <li>• Disinfectants</li> <li>• Soap &amp; water</li> <li>• Hand sanitizer</li> <li>• Social Distancing</li> </ul>

### Rationale:

Respiratory viruses can spread directly or indirectly.

- Direct infection can happen if:
  - Someone coughs or sneezes on you, or
  - You shake hands with someone who is sick and then touch your eyes, nose, or mouth
- Indirectly spread can happen from contaminated surfaces, tissues, cloth, or paper.

### 1.0 FACILITY GENERAL PROCEDURE:

**ANYONE ENTERING ONE OF THE MOCA FACILITIES MUST COMPLETE THE FOLLOWING:**

1. Stop at the “**STOP**” sign to sanitize hands
2. Sign the Facility Log-in Screening Form
  - Anyone who answers “**YES**” to any of the questions is not permitted to enter the facility. They are encouraged to go home to self isolate and take the self assessment tool on the Alberta Health Services website to see if they need to be tested.
  - The log will remain filed in the General Manager’s office and be available to Alberta Health Services should an outbreak occur in our facility and they request to see who was in the facility on any given day. After 30 days the document will be shredded. A copy can be made available to the renter for their purposes.

**\*For JSA users-** coaches are permitted to sign in the team & separately provide a list of participants within 24 hours to [rentals@millicanogdencommunity.com](mailto:rentals@millicanogdencommunity.com) for MOCA record tracking; coaches must ensure all participants have passed the daily screening questionnaire located in the relaunch plan appendix or on site at JSA.

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3. Respect and follow signage posted for instructions, barriers, social distancing of 2 metres apart if not in the same cohort (family). 3 meters for any high intensity activity.
4. Respect social distancing while in the facility.
5. Masks are mandatory under the City of Calgary Bylaw 26M2020. Masks are to be worn in common areas of the facility such as entrance, lobby, rink side, if not engaging in physical activity. Masks are not to be worn while during physical activity.

### 1.1 ANYONE ENTERING ONE OF THE MOCA FACILITIES MUST:

- refrain from wearing scents to prevent sneezing and coughing
- refrain from the use of fans to prevent flow of airborne particles
- consider reducing the number allowed in attendance if there is high risk population in attendance
- reduce the number in attendances to only registered participants (no spectators)
- consider using a headset for amplifying your voice instead of raising your voice to speak to the gathering to prevent distribution of droplets
- discourage participants from raising their voices (yelling, shouting) to prevent distribution of droplets
- Participants to arrive only 10 minutes before booking and leave immediately after
- no communal items permitted such as magazines, candy/food, etc.
  - Food will only be permitted if it is individually portioned and disposed of appropriately

### 1.2 RAPID RESPONSE TO SYMPTOMATIC INDIVIDUALS

A MOCA Facilities user, whether a volunteer, a staff, a renter, or a visitor, who develops symptoms while in one of MOCA's facilities:

1. May be asked to wear a mask
2. Isolate in a separate room
3. Everyone to practice physical distancing (min. 2 meters) away from the symptomatic person
4. If the symptomatic person came to the facility with someone else, have that person take the symptomatic person home for isolation, self assessment tool and contacting 811 for further instructions if testing needs to be done
5. Ensure you have the information of the symptomatic person as well as all the attendees in the facility entered in the log.
6. Everyone is recommended to leave the facility and go home to quarantine until they hear if the symptomatic person tested positive or show symptoms yourself.

### 2.0 ARENA CAPACITY RESTRICTIONS:

SPACE	CAPACITY
Changeroom 1 & 2	8 ea.
Changeroom 3 & 4	6 ea.
Ref room x 2	2 ea.
Washrooms x 2	1 ea.

**\*\*Highly encouraged to arrive dressed as everyone knows, JSA changerooms are small, therefore not many people can safely fit in them during these temporary COVID-19 measures.**

**\*\* WE HOPE TO LIFT CAPACITY RESTRICTIONS AS SOON AS POSSIBLE, THANK YOU FOR YOUR COOPERATION**

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### 3.0 ARENA TIMES:

- JSA will maintain the current operation hours, with some adjustments
  - The normal 45 minutes after the scheduled ice time in the changeroom, is reduced to 30 minutes
  - Users are permitted 30 minutes before scheduled ice and 30 minutes after
  - Do not enter the facility before the 30 minutes prior to your ice time
    - Everyone is encouraged to show up to the rink dressed and ready to go, but if you need a few minutes to put on your skates, that works!
  - Changerooms will remain locked until your scheduled ice time
  - When your scheduled ice time has ended, please exit the facility as quickly as possible as per the traffic flow pattern section 5.0. The more time the staff have to clean and disinfect the facility the better. Reminder: Showers are not open.

**\*\*TIMES MAY BE REDUCED IF STAFF FEEL PATRONS ON ARE NOT COMPLYING WITH THE RULES OR THEY REQUIRE MORE TIME TO PROPERLY CLEAN AND DISINFECT.**

### 4.0 ITEMS NOT PERMITTED USE OF UNTIL FURTHER NOTICE:

- Spectators - only participants, coaches and refs permitted. Young participants are to be dropped off and picked up outside.
  - *We appreciate everyone's cooperation. We do understand this takes away from viewing young participants, unfortunately due to the size/layout of our facility, spectator area and limited staffing we simply cannot at this time accommodate extra bodies in the building to ensure proper protocols are being followed and cleaning of all the extra surfaces that is being touched by public.*
  - *Our main goals are to ensure participants can play and everyone is kept safe so we can remain open for as many people to safely enjoy as possible.*
  - *Once we open and get into a rhythm, we will then evaluate in the coming weeks/months if we could permit limited spectators. If we determine limited spectators is possible, we will notify teams/leagues at our earliest convenience.*
- Skate trainers
- Showers
- Hand dryers
- Water fountain: As the water fountain will be unavailable, please ensure anyone attending has their own water bottle(s) with sufficient supply of water (*the bottle filling station may open sooner than the fountain; will updated if it opens*)

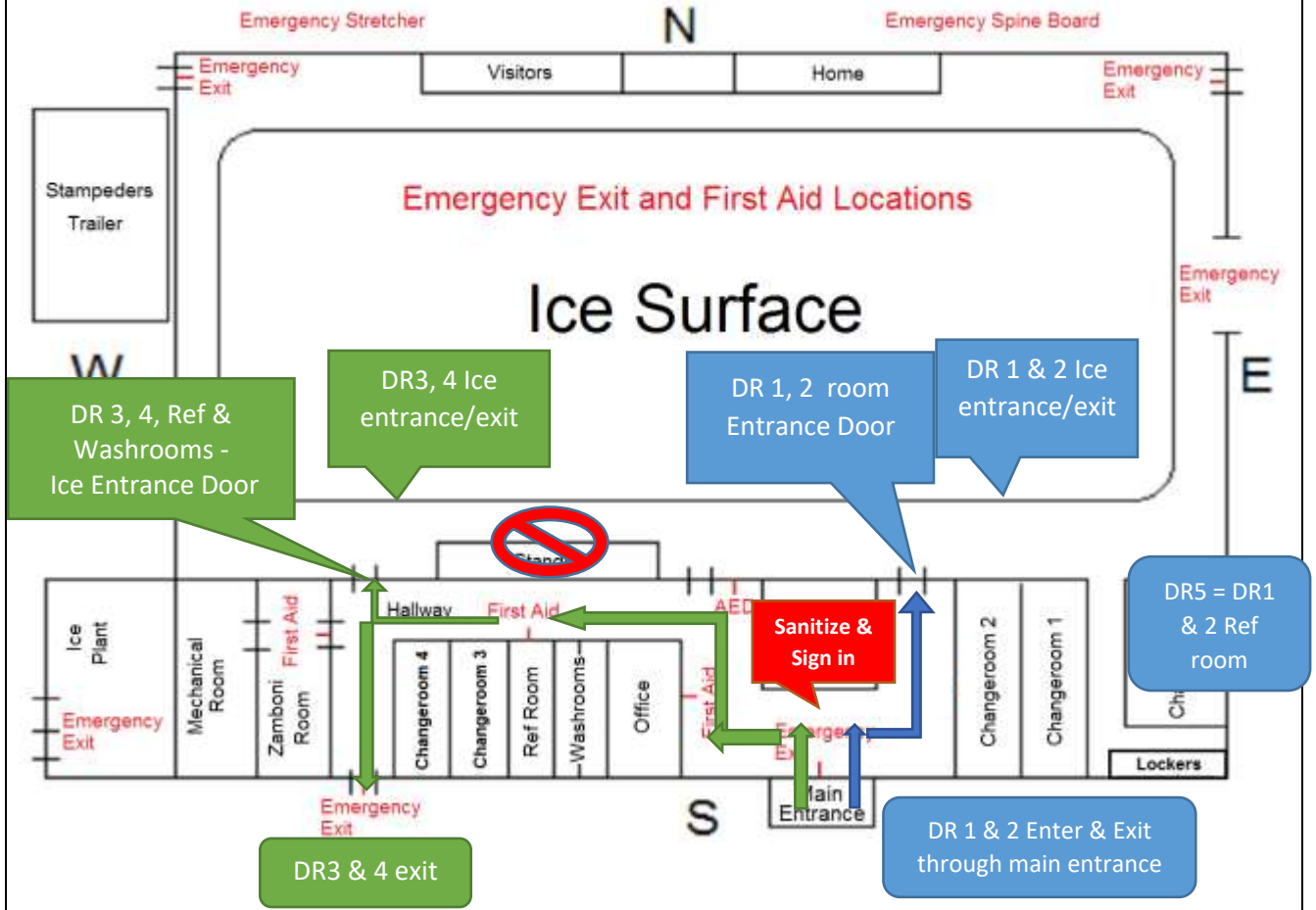
### 4.1 ITEMS PERMITTED WITH RESTRICTIONS:

- Changeroom 5 – is temporarily the dressing room for changeroom 1 & 2 referees.
- Vending machines- please ensure you sanitize your hands before you use the machine and wipe down the machine after with the provided sanitizing wipes. Dispose used wipes in the garbage.
- Lockers– lockers are permitted to be used by the renters **HOWEVER** renters are responsible for ensuring all contents of the locker must be cleaned and disinfected before storing. Renter must also ensure the lock and handle is cleaned and sanitized when locking up. Staff will ensure daily disinfecting occurs on the outside of the locker.
- Stored equipment- approved equipment is still permitted to be stored on site **HOWEVER** the user group is responsible for ensuring all stored equipment is cleaned and disinfected before storing.
- Bulletin Boards- as per AHS, no magazines, papers etc. will be available until further notice. The only items on bulletin boards will be that of instructional signs such as physical distancing.

**5.0 TRAFFIC FLOW**

- When entering the facility:
  - Ensure no one is coming out, if so, give them the right of way
  - Sanitize your hands and sign the log as per section 1.0.
  - Read which dressing room you are assigned
  - Pending on which dressing room, will depend on the traffic flow pattern as per the image below (Changeroom 1 & 2 = blue; Changeroom 3,4 = Green)

\*See map on the next page for traffic flow (DR = Changeroom)



**6.0 CHANGEROOMS, REFEREE ROOM:**

- As the changerooms are small, it is highly recommended that you come ready instead of attempting access to the changerooms. \*See capacity 2.0
- Showers are closed until further notice
- Ensure the washing of your hands
- Hand sanitizer is available
- Maintain physical distancing
- Wear masks when entering & exiting the facility (while in common areas)

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<p><b>6.1 CLEANING &amp; DISINFECTING:</b></p> <ul style="list-style-type: none"> <li>• Staff will ensure the room is cleaned &amp; disinfected after every booking</li> <li>• The disinfectant that is being used requires time to work, therefore the changerooms are being locked after the staff cleans and disinfect each room. It will be unlocked when the next booking arrives</li> </ul>			
<p><b>7.0 WASHROOMS</b></p> <ul style="list-style-type: none"> <li>• Only 1 person at a time</li> <li>• Hand dryers are not in use, please use paper towel when drying your hands and place paper towel in the recycling bin</li> <li>• Practice good hand hygiene</li> </ul> <p><b>7.1 CLEANING &amp; DISINFECTING</b></p> <ul style="list-style-type: none"> <li>• Staff will ensure the room is cleaned &amp; disinfected as frequently as possible</li> <li>• At times, a washroom may be “out of service” to accommodate for proper disinfecting times</li> </ul>			
<p><b>8.0 SCOREKEEPER BOX</b></p> <ul style="list-style-type: none"> <li>• Only 1 person permitted in the scorekeeper’s box at a time</li> <li>• Recommended to wear disposable gloves while using the equipment</li> </ul> <p><b>8.1 CLEANING &amp; DISINFECTING</b></p> <ul style="list-style-type: none"> <li>• Before and after each person is in there, please use the disinfectant provided &amp; disposable towels or wipes to wipe down the equipment, surfaces, handles, chair etc. <ul style="list-style-type: none"> <li>○ To help us keep staffing/ cleaning expenses down your help with this small area is very much appreciated. Thank you!</li> </ul> </li> <li>• Staff will inspect, clean &amp; disinfect as needed through the day</li> <li>• Staff will give a thorough clean &amp; disinfect at the end of each day</li> </ul>			
<p><b>9.0 PLAYERS BENCHES</b></p> <ul style="list-style-type: none"> <li>• Maintain physical distancing</li> </ul> <p><b>9.1 CLEANING &amp; DISINFECTING</b></p> <ul style="list-style-type: none"> <li>• Before and after games, please use the disinfectant &amp; disposable towels or wipes (located in the scorekeeper’s box) to wipe down the benches, surfaces, handles, etc. <ul style="list-style-type: none"> <li>○ To help us keep staffing/ cleaning expenses down your help with this small area is very much appreciated. Thank you!</li> </ul> </li> <li>• Staff will inspect, clean &amp; disinfect as needed through the day</li> <li>• Staff will give a thorough clean &amp; disinfect at the end of each day</li> </ul>			
<p><b>10.0 GENERAL CLEANING &amp; DISINFECTING</b></p> <ul style="list-style-type: none"> <li>• The organization maintenance policies already had a comprehensive cleaning &amp; disinfecting policy in place. Our team is ready to ensure the facility is cleaned and disinfected regularly including all major touch points (handles, door frames, ledges, glass, sign in table, hand sanitizer stations, nets, etc.)</li> <li>• Each room will have a sheet on the wall which will be initialed by staff to show last time the room was cleaned/disinfected</li> <li>• At the end of each night, our team will be using an electromagnetic sprayer to give the facility a deep disinfecting. This will sit overnight to properly process</li> </ul>			
<b>Additional Resources:</b>	<p>Alberta Biz Connect <a href="https://www.alberta.ca/guidance-documents.aspx">https://www.alberta.ca/guidance-documents.aspx</a>  City of Calgary: Mask Bylaw <a href="https://www.calgary.ca/csps/cema/covid19/safety/covid-19-city-of-calgary-mask-bylaw.html">https://www.calgary.ca/csps/cema/covid19/safety/covid-19-city-of-calgary-mask-bylaw.html</a></p>		
<b>Created Date:</b>	July 24, 2020	<b>Revised Date:</b>	September 4, 2020

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<b>I acknowledge and understand that the contents of the MOCA Relaunch Plan &amp; the Jack Setters Arena Relaunch procedure which are included with the rental agreement set forth by MOCA.</b>			
Agreement #:		Date	
Name:		Signature:	