Pete Knight Arena COVID-19 Re-Opening Plan

Revised: September 11, 2020

The general re-opening of the Pete Knight Arena to all regular users is planned for ***September 1, 2020***.

The Board Room and Loft will re-open for meetings of regular user groups on ***July 20, 2020.***

The following plan and procedures will help ensure the safety of employees and users of the Pete Knight Arena.

As the COVID-19 pandemic is an evolving situation, this document may be updated as necessary to reflect current Alberta Public Health orders and guidelines.

PUBLIC EDUCATION

- Signage will be posted throughout the facility reminding or informing visitors:
  - Not to enter if they are sick or experiencing common symptoms of COVID-19
  - Maintain 2 metre or 6 feet physical distancing from people outside your household or cohort group
  - Wash or sanitize hands on a regular basis
- A copy of this re-opening plan will be provided to all regular users of the Pete Knight Arena.
- All regular user groups will be required to provide a written plan outlining how they will implement the requirements from Alberta Health (a template is available). This plan should be reviewed with Alberta Health Services (AHS) to ensure it complies with all of the requirements.
- All regular users of the Pete Knight Arena will be provided with copies of the appropriate guidance documents from Alberta Health, including but not limited to:
  - Guidance for Indoor Events
  - Guidance for Sport, Physical Activity and Recreation
  - Guidance for Cohorts
- Per Alberta Public Health guidance, all facility users are required to designate a "responsible person" that will ensure orders and recommendations are adhered to.
- All user groups are expected to ensure their members are aware of all Alberta Health and Town of Crossfield rules and regulations related to COVID-19, prior to attending the facility.
- All user groups are expected to follow all rules, guidelines and recommendations put in place by their governing bodies (e.g. Hockey Alberta, Skate Canada, etc.).
- Any attendee found disregarding any Alberta Health or Town of Crossfield order, rule or recommendation may be asked to leave the facility at the discretion of the Operator on shift and/or the Arena Manager.
- ***Facility use privileges may be revoked if user groups are found to disregard Alberta Health and/or Town of Crossfield rules, recommendations or orders.***
- For questions or clarification on public health orders and recommendations, users of the Pete Knight Arena can contact Alberta Health Services Environmental Public Health:
  - On-call health inspector: 403-943-2288
  - www.albertahealthservices.ca/eph
- All information and guidance related to COVID-19 can be found on Alberta Health's website:
  - www.alberta.ca/coronavirus-info-for-albertans
  - www.alberta.ca/guidance-documents
  - www.alberta.ca/biz-connect
- All user groups will be expected to follow the cohort guidelines provided by Alberta Health.

PHYSICAL DISTANCING MEASURES

- To maximize distancing of people entering and exiting the facility, the front doors will be assigned as follows:
  - West set of doors = "Entrance" (previously the "main doors")
  - East doors = "Exit" (previously the emergency exit from the Lobby)
- To maximize distancing of people entering and exiting the ice surface, the gates will be assigned as follows:
  - Southwest corner gate = "Entrance"
  - Southeast corner gate = "Exit"
- Markings will be provided on walls, ledges, floors, etc. to help remind attendees about physical distancing.
- Attendees should avoid gathering in large groups.
- All user groups are required to be familiar with and follow the recommendations within Alberta Health's ***Guidance for Sport, Physical Activity and Recreation, Guidance for Indoor Events*** and ***Guidance for Cohorts***.
- Pete Knight Arena Occupancy Limits:
  - Arena Area (Ice Surface):
    - Maximum of 40 people
  - Dressing Rooms:
    - Maximum of 8 participants/room
  - Board Room:
    - Maximum of 10 people
  - Loft:
    - Maximum of 30 people
    - Until further notice and to minimize exposure, the Loft will only be made available to the Scouts Canada group.
- Participants are encouraged to have only 1 parent per child in the Pete Knight Arena at a time.
  - If necessary, siblings will be allowed in with parents to assist families in getting children on the ice; however, they must be within arms length of a parent at all times. Only immediate family are asked to attend the Pete Knight Arena at this time (e.g. parents/guardians and siblings).
- The south section of bleachers will be open for spectators with the following measures:
  - User groups will be asked to assist arena staff with disinfecting the bleachers (seating and hand rails) after each group.
  - To help ensure physical distancing, seating will be made available in every other row with spots marked at 2 metre (6 foot) spacing. The first row will be closed to maintain distancing in the walkway area.
  - To assist with appropriate flow of people in the bleacher area, spectators will be required to enter at the very south end of the bleachers and exit at the north end of the section.
  - Markings and signage will be in place to help direct spectators.
- Participants are asked to show up no more than 20 minutes before your scheduled time.
- Participants should arrive partially dressed to limit time spent in dressing areas.
- Participants will be allowed to dress in dressing rooms, but must limit the time spent in rooms to only changing/dressing for your activity.
- Additional benches will be provided in areas surrounding the ice surface to accommodate physical distancing.
- Attendees should not hang around the Pete Knight Arena following an event. Please leave the facility no more than 15 minutes after your scheduled time.
- Tables and chairs will be provided to accommodate the maximum number of people for each room. All extras will be put away.
- Tables in the lobby will be removed until further notice.
- One urinal in the men's washroom will be closed to allow for physical distancing.

CLEANING AND HYGIENE

- A second Arena Attendant will be on shift to assist with additional cleaning/disinfecting requirements and supervision of attendees.
- Hand sanitizer is provided throughout the Pete Knight Arena. Facility users are also encouraged to bring their own sanitizer to their events.
- Regular hand washing and/or sanitizing is strongly encouraged.
- It is strongly encouraged that spectators wear masks.
- Participants ***should not*** wear masks while participating in intense physical activity.
- All personal equipment and belongings must be removed after each event or time slot. The Pete Knight Arena will not be able to store these items until further notice.
- The chairs in the Board Room and Loft at the Pete Knight Arena are cloth. Therefore, rentals using the chairs will be booked a minimum of 24 hours apart to allow adequate time for the virus to die. In addition, they will be sprayed with a disinfectant following each use.
- The Pete Knight Arena will be cleaned and disinfected following each user group. This includes bathrooms, dressing rooms, and benches.
- High touch surfaces will be disinfected following each user group (e.g. tables, light switches, door handles, dressing room benches, players benches, penalty box benches, time clock and sound system controls, ledges, toilet flush handles, soap/sanitizer dispensers, faucets, etc.).
- Spray bottles containing disinfectant will be available and user groups are expected to sanitize high touch surfaces on a regular basis and at the end of their event (e.g. tables, light switches, door handles, dressing room benches, players benches, penalty box benches, time clock and sound system controls, toilet flush handles, soap/sanitizer dispensers, faucets, etc.).
- Microphones should not be shared between different people. If they are shared, it must be disinfected between each speaker.
- ***Spitting will not be tolerated.*** This is a high-risk action to everyone and could lead to temporary closure of the Pete Knight Arena to ensure appropriate cleaning. Anyone caught spitting in the arena will be asked to leave immediately.
- Mini-boards and skating aides will not be permitted until further notice.
- The drinking fountain in the lobby will remain closed until further notice. Participants should bring their own water to the arena. Faucets in the arena should only be used for hand washing.
- Showers will remain closed until further notice.
- The concession will remain closed until further notice.
- All vending machines will be removed until further notice.
- Storage under the bleachers will not be permitted until further notice.

SCREENING FOR SYMPTOMS AND RECORDS MANAGEMENT

- Organizers should consider having participants complete a COVID-19 screening checklist prior to attending the Pete Knight Arena. A template can be found on the Alberta Health websites provided above.
- Organizers should consider collecting the names and contact information of attendees to assist Alberta Health Services with contact tracing should a COVID-19 outbreak occur.
    - Note that providing information is voluntary for attendees and consent must be obtained prior to collecting information. Attendees should also be informed of the reason for collecting this information.
    - These records should only be kept for 14 days and must be kept in a secure location to protect the personal information.

RESPONSE

- The Town of Crossfield may be contacted via:
  - Arena Telephone: 403-946-5822
  - Town Office Telephone: 403-946-5565
  - After Hours Telephone: 403-946-5878
  - Email: town@crossfieldalberta.com
- Users of the Pete Knight Arena should have a response plan in place that addresses how to deal with an attendee that shows symptoms or tests positive for COVID-19. This response plan should include:
  - Immediately isolating the attendee from others and having them leave the facility
  - Cleaning and disinfecting all surfaces that may have come into contact with the symptomatic attendee
  - Requiring hand hygiene and masking of the attendee
  - Ensuring the attendee isolates as soon as possible
- ***All users are required to notify the Town of Crossfield if they have someone attend their event with symptoms of COVID-19 or if an attendee has tested positive for COVID-19.***
- A copy of the response plan should be provided to the Town of Crossfield.
- The storage room on the south side of the Operator's Office will be designated as an isolation room for groups to use if a member of their group shows symptoms of COVID-19 while attending the Pete Knight Arena.
- If the Town of Crossfield is notified of someone attending an event at the Pete Knight Arena who has tested positive for COVID-19, the following actions will be taken:
  - All bookings will be cancelled for the following ***72 hours*** to ensure adequate time for cleaning and disinfecting
  - All areas potentially accessed by the affected attendee will be cleaned and disinfected
  - Alberta Health Services will be notified