

# Re-Opening Plan with COVID-19

**From: Trio Sportsplex Management**

**To: Employees, Customers, and Participants at Trio Sportsplex**

As the Ontario Public Health authorities develop guidelines to lift some restrictions on gathering in a responsible way, Trio Sportsplex is working with the Public Health Ontario to understand the recommendations of our Chief Provincial Health Officer and how they best apply within the sporting activities we provide.

The following guidelines will help our facility to safely re-open and to ensure:

- 1) Health and Safety for all individuals is a priority
- 2) Activities are in alignment with provincial health recommendations
- 3) Modification to activities are in place in order to reduce the risks to each sports organization(s) and its participants.

While we do hope things will return to normal in the not too distant future, currently this Re-Opening Plan will be the new normal until we are advised otherwise by Public Health Ontario.

**If you choose to participate, you must follow these rules:**

- If you do not feel well or are displaying symptoms of COVID-19, you must stay home.
- If you have travelled outside of the country, you are not permitted at the facility until you have self-isolated for a minimum of 14 days.
- If you live in a household with someone who has COVID-19 or is showing symptoms of COVID-19, please stay home.
- Wash your hands before participating.
- Bring your own equipment, water bottle and hand sanitizer.
- Comply with physical distancing measures at all time.
- Avoid physical contact with others, including shaking hands, high fives etc.
- Leave the turf fields as quickly as possible after your game(s) are finished.

Our Re-Opening Plan with COVID-19 is based on current public health guidance, while we are all doing our best to minimize the risk of exposure to COVID-19, while the virus circulates in our communities it is impossible to completely eliminate the risk. Each member of our staff, each participant, and each visitor must make their own decision as to whether it is in their best interest to resume work or participation at this time. You must consider your own circumstances and make the decision that is right for you. Should you choose to join us, we require your full cooperation with our Re-Opening Plan with COVID-19.

Trio Sportsplex is committed to making this a safe and fun experience for everyone. To that end we have developed an official re-opening plan in conjunction with Public Health Ontario that will be strictly enforced to keep our participants, visitors, and staff safe during our re-opening. The basis for our re-opening is permitted by the Ontario Government under its Stage 3 re-opening plan. This plan will be provided to all employees, customers, and participants to review and acknowledge prior to entering Trio Sportsplex.

For the safety of all our staff, customers, participants, tenants, and anyone else who attends Trio Sportsplex the following **5 Principals** are integral parts to our Re-Opening Plan:

### **1. Personal Hygiene:**

- Frequent handwashing
- Cough into your sleeve
- Wear a non-medical mask
- No handshaking

### **2. Stay Home if You Are Sick:**

- Routine daily screening
- Anyone with any symptoms must stay away from others
- Returning travellers must self-isolate for 14 days

### **3. Environmental Hygiene:**

- More frequent cleaning
- Enhance surface sanitation in high-touch areas
- Touch-less technology when possible

### **4. Safe Social Interactions:**

- Meet with small numbers of people
- Maintain distance between you and people
- Size of room; the bigger the better

### **5. Physical Modifications:**

- Spacing within rooms or in transit
- Room design
- Movement of people within spaces

This plan will outline how these strategies can be applied within our facility across 4 Key Areas:

- 1) Facility Access and Use
- 2) Facility Operations
- 3) Participation
- 4) Programming

### **(1) Facility Access and Use**

To mitigate risks related to the facility access the following controls will be implemented:

1. Restricted Access
  - a. Access will be limited to those that are essential to the approved activities (i.e. participants, staff and coaches)
  - b. Only 3 of the 6 fields will be in use (Field #1, #3 and #5) separated by dividers; the maximum number of people allowed on each field is 15 players including any coaches/instructors. (Numbers are subject to change).
  - c. No spectators will be allowed in the facility, unless they are needed to accompany a minor in order to assist in putting on and removing equipment, in which case only (1) parent and/or guardian will be granted temporary access while adhering to all appropriate physical distancing measures to assist and once completed immediately exit the facility.
2. Point of Access
  - a. Entry points into the facility will be monitored and limited to the front doors **ONLY** in order to monitor how many people are entering the facility.
  - b. Directional signage will be used where appropriate to manage the flow of people in and out and around the facility.
3. Pre-Registration is mandatory
  - a. Customers must pre-register and pay online whenever possible to minimize contact with staff.
4. Arrivals and Departures
  - a. Participants will need to arrive at the facilities no earlier than **10 minutes** in advance of their scheduled activity, sufficient space for physical distancing while lining up or waiting to begin will need to be maintain throughout.
  - b. At the end of their schedule activity/time slot all participants must immediately leave the facility.
  - c. Field times will be staggered appropriately to account for individuals moving in and out of the facility.
5. Dressing Rooms, Restaurants and Spectator Seating Restrictions etc.
  - a. Dressing rooms will **NOT** be made available during our re-opening plan and will require participants to come dressed as much as possible and ready to participate.
  - b. Second floor area for spectators will be **closed** until further notice.
  - c. Food services on the second floor will be will remain closed until further notice.

Prominent signage within the facility has been installed to ensure that participants are aware of expectations related to use of the facility and best practices related to maximum capacity, physical distancing, personal hygiene, and protection against Covid-19.

## **(2) Facility Operations**

Trio Sportsplex has an important obligation to ensure a healthy and safe workplace for our employees.

The following measures have been implemented:

1. Staff education on public health information and expectations related to the implementation of our Re-Opening Plan.
2. Implementation of an ***Illness Policy***, that outlines procedures for staff and participants that may be experiencing symptoms and ensures no one attends work/practice/games when sick.

### **(See Appendix A)**

3. Routine daily symptom screening for all staff, volunteers, and participants. Please download this self-assessment tool <https://covid-19.ontario.ca/self-assessment/>
4. Enhanced hygiene protocols have been implemented:
  - a. Frequent and proper handwashing
  - b. Adequate and accessible hand-sanitizing stations
5. Enhanced cleaning protocols for common areas and common equipment have been implemented. Staff will be provided with the adequate training and tools (see next section for more details).
6. Measures for staff to maintain physical distancing
  - a. Manage use of and interactions in shared spaces and ensure physical distance can be maintained in these spaces.
  - b. Communicate where possible through email, text and/or phone while in the workplace
  - c. Limit in-person meetings and staff physical interaction whenever and wherever possible.
  - d. Consider staggered shifts and breaks, avoid breaking/ eating in groups.
  - e. Protective barriers will be installed when needed.
7. Personal Protective Equipment (gloves, masks, etc.) will be on hand and available to staff. Where risk exposure is high (cannot maintain social distancing), PPE should be required. PPE should be used as a substitute for more effective safety measures such as distancing, good hygiene etc.
8. Minimize the use of shared equipment
  - a. Identify "high-touch" objects
  - b. Remove all non-essential items
  - c. Minimize use of shared equipment such as computers, phones, printers, sports equipment etc.
  - d. Each staff person should disinfect any shared equipment/surfaces they have come in contact with after each use.
9. Ensure staff and managers understand the Right to Refuse unsafe work and procedures are in place to respond to such concerns.
10. A Safety Representative will be assigned to ensure implementation of safety protocols during programming.

## Cleaning Protocols

During the COVID-19 pandemic, enhanced cleaning protocols will be used to minimize transmission risk for our employees and customers.

It is important to understand what protocols are in place in our facility in order to assess the level of risk involved in utilizing our facility. Staff will need to be satisfied as to the sufficiency of the cleaning protocols in relation to the risks posed by activities in facility.

Our Staff needs to work cooperatively to support each other in ensuring that everyone understands the risks of their activities. For example, how do people who use our facility move through spaces, use any equipment, and who are they? Are the participants children (likely to need lots of supervision and reminders about touching and hygiene, and more cleaning of walls, equipment, and other items at child height) or seniors or other groups more vulnerable to serious illness. All which may trigger a need for additional enhanced cleaning protocols.

Here is what our team will be undertaking:

1. A touch map that outlines high touch areas such as:
  - a. Doorknobs / door push bars / door handles
  - b. Counter tops / workstations / desktops / shelves etc.
  - c. POS terminals / merchant terminals / phones
  - d. Display cases / bulletin boards
  - e. Handrails / light switches
  - f. Elevator / stair railings
  - g. Chairs / seating areas
  - h. Washroom counter tops / sinks / taps
  - i. Toilet / stall doors / door handles and locks, waste disposals
  - j. Paper dispensers / soap dispensers
  - k. Kitchen and prep areas / utensils / appliances
  - l. Tables / High Tops / Bar Rails / benches / risers
  - m. Chairs / bar stools / benches / risers
  - n. Public seating
2. Increase the frequency of cleaning and disinfection of high-touch surfaces and high traffic areas.
  - a. According to the Ministry of Health general cleaning and disinfecting of surfaces should occur at least once per day. Surfaces that are highly touched will be cleaned at least twice per day.
3. Hand sanitizers will be placed throughout the facility (upon entry and exit doors) and other high traffic areas.
4. Staff will wear disposable gloves at all times when cleaning and disinfecting surfaces and be trained on how to avoid cross-contamination when removing gloves.
5. Only products that have been approved by Health Canada will be used for cleaning and disinfecting.
6. Garbage bins have been placed throughout the facility for responsibly disposing of hygienic materials such as tissues and any PPE that is used during the course of activities.

### **(3) Participants**

When we consider the delivery of our programming, we will be looking at who the participants are, the size of the group, expectations of the participants and the communication and enforcement of those expectations.

### **Health of Participants**

Similar to expectations of staff, the following will be in place to protect the health of our participants.

1. An Illness Policy that outlines procedures for our users that may be experiencing symptoms.

#### **See Appendix A**

2. Routine daily symptom screening for all participants by having them answer a wellness questionnaire or complete a self-assessment by downloading the government tool

<https://covid-19.ontario.ca/self-assessment/>

3. A zero-tolerance policy for “playing while sick”, working with parents/coaches etc. ensuring that participants do not participate if they are symptomatic.
4. Implementing of enhanced hygiene protocols:
  - a. Frequent and proper handwashing
  - b. Avoid touching eyes, nose, and mouth
  - c. Coughing into your sleeve
5. All participants will be required to sign a **COVID-19 Participation Agreement**

#### **See Appendix B**

Reminders to participants; you should NOT come or participate in the facility if:

- You do not feel well or are displaying symptoms of COVID-19
- Someone in your household has COVID-19 or is showing symptoms of COVID-19
- You have travelled outside of Canada within the last 14 days
- Someone in your household has travelled outside of Canada within the last 14 days

Consider your own risk – if you are at higher risk of experiencing serious illness from COVID-19, consider limiting or avoiding participation in the sport activities for the time being.

## **Participating Groups**

Additional considerations will be required for different populations/ participant groups as we are determining what types of programming will be able to provide.

We will look at how we can support higher-risk populations, whenever possible. Individuals must be aware of the risks to participation but the decision to participate is up to the individual. The exception is if the individual is displaying signs and symptoms of COVID-19.

Vulnerable populations may include:

- Older adults
- Those with underlying medical conditions and/ or compromised immune systems
- Individuals that experience barriers such as communication, transportation, economic

Possible examples may include:

- Dedicated time slots: specifying use of the facility or programming times for those that are most vulnerable
- Program modifications: offering low risk programming (reducing group sizes etc.)
- Physical assistance: parents/guardians necessary to support an individual's participation will be allowed within the participants household and may assist the participant as required (equipment dressing, etc.)
- Communication: ensuring that information is easily accessible to participants through signage

## **Group Size**

At this time, Ontario Public Health has issued an order barring gathering of 50 people or more indoors at Stage 3 in York Region.

As detailed before, we will open only 3 of the 6 soccer fields and allow up to 15 people per field; thus, keeping the number of guests up to 45 people.

As restrictions loosen, our total number of fields and people in the building will increase.

Groups and organizations need to consider the activities that they are looking to deliver and the appropriate group sizes in order to ensure proper physical distancing.

## **Registration**

1. Whenever possible all group/ participant rentals or league registrations should be done online, over the phone or via email, including the collection of payment.
2. Try to limit the use of cash and limit the handling of credit cards whenever possible, by allowing our customers to scan or tap their credit cards and handle the POS terminals themselves.
3. Program organizers must take attendance and keep a record of all participants in case of an outbreak.

### **Communication to Participants**

Ensuring the safety measures are being met and adhered to depend on everyone being aware of and understanding the health and sports specific guidelines. Communication of the guidelines to our customers and participants is an integral part of our COVID-19 reopening plan.

Participants will be asked to sign a COVID-19 Participation Agreement acknowledging they have read the guideline and understand their risks before participating. See Appendix B.

It should be noted that all participants and customers are subject to removal from our facility should they fail to comply with outlined protocols.

### **(4) Programming**

The following section outlines guidelines related to sport activities provided in our facility.

In the first phase of our re-opening, we will be able to operate under enhanced protocols including:

1. Allow for participants to maintain physical distancing
  - a. 2 meters (6 ft) from one another
  - b. Non-contact and/or minimized contact activities only
  - c. No handshaking, high fives, hugging etc.
2. Look to reduce touch points with respect to equipment
  - a. See next section for further details
3. Focus on skill development or low risk activities
  - a. Activities should be those typically done in practice and/or training
4. Remain community focused
  - a. Stay within the home community where participants are members
  - b. Avoid cross-regional, inter-provincial or cross-country travel. Non-essential travel within Ontario and Canada is currently strongly discouraged (this is expected to change in the upcoming months).
  - c. International travel is subject to quarantine rules.
5. Not included in scope of this phase of our re-opening are:
  - a. Any league games or exhibition
  - b. No Tournament(s) play
  - c. No Festivals

## **Equipment**

It is preferable that where possible equipment is not shared between individuals.

- Dressing rooms, including dressing room washroom and showers will be closed in this stage of our re-opening plan.
- Players will need to come to the facility no earlier than 10 minutes prior to their scheduled field time, dressed in as much equipment as they can in order to limit time spent in the facility.
- Avoid loaning out equipment if equipment is shared (i.e. soccer balls), ensure that all equipment is disinfected after each use.
- Advise participants to bring their own water bottles as our second-floor sports bar is closed.
- Coaches/ instructors should reduce the number of contact points for any equipment in use.

We look forward to seeing everyone back on the field(s) under different circumstances than we are all used to but understanding that we will all need to do our part to get through these times together and keep our community healthy and strong.

Stay safe,

Versus Sports Management & Entertainment