

A stylized graphic of a figure skater in a dynamic pose, rendered in blue, grey, and green colors. The skater's body is a grey oval, and their arms and legs are represented by flowing, ribbon-like shapes in blue and green. The skater is positioned on the left side of the page, with their body angled towards the right.

Tofield Skating Club

Return to Modified
Skating Protocols

Effective August 2020

Tofield Skating Club is striving to create a safe and healthy environment for which our skaters and their families can return to skating with the confidence that every precaution has been taken to reduce the risk of Covid-19 exposure. These protocols have been generated from the guidelines of the Government of Alberta, Skate Canada, Skate Canada Alberta-NWT/Nunavut, Tofield Agricultural Society, and the Town of Tofield.

Tofield Skating Club is relying on the cooperation of board members, coaching staff, guardians, and skaters to make our return to skating as successful as possible. Failure to comply with these protocols may result in club shut down.

Skate Canada is currently in phase 2 of the return to skating response plan. There are 3 phases to the plan, each with comprehensive guidelines. Please feel free to visit the [Skate Canada Alberta-NWT/Nunavut website](#) to view the protocols.

Phase 1

Return to Train

June 12, 2020 – Return to Training

Conditions:

All phase 1 – Return to Skating conditions are met

Restrictions:

No group programming; soon to come

Phase 2

Return to [Modified] Skating

July 8, 2020 – Return to [Modified] Skating

WE ARE HERE

Conditions:

All required Return to Modified Skating conditions are met

Restrictions:

Group programming and teams are allowed with Section and Public Health restrictions in place
Events, competitions, and assessment days are not permitted until Public Health restrictions allow them

Phase 3

Return to Skating

Date TBA – Return to Skating

Conditions:

Social Distancing restrictions have been lifted

Restrictions:

None

Club Responsibilities:

- Schedule both coach and parent meetings to discuss the protocols outlined in this document.
- Schedule ice sessions to allow for social distancing during transitions between sessions, for high-touch surface sanitizing, and hand hygiene.
- Provide health screening of all members including coaching staff, guardians, siblings, skaters, and any spectators attending each training activity.
- Maintain contact tracing logs for all members including coaching staff, guardians, siblings, skaters, and any spectators to be completed for each training activity.
- Monitor and remove skaters showing any signs of illness such as shortness of breath, coughing, fever, runny nose, sore throat, or any other symptoms as defined by health experts.
- Coordinate with the facility organization to ensure that measures such as physical distancing, traffic flow, sanitizing, and use of PPE are complying with AHS, Skate Canada Alberta-NWT/Nunavut, Tofield Agricultural Society, and Town of Tofield guidelines.
- Keep members up to date through email communication about current AHS, Skate Canada Alberta-NWT/Nunavut, Tofield Agricultural Society, and Town of Tofield guidelines during return to skating phases.
- Designate a board member to ensure the adherence of public health guidelines.
- Limit groups including participants, coaches, and program assistants to no more than 50 people on the ice.
- Notify AHS, Skate Canada section office, and the facility management of any suspected or positive cases of Covid-19.
- Be prepared to modify, postpone, or cancel training activities based upon the evolution of the Covid-19 pandemic.
- Implement measures to control the flow of traffic in and out of the building.
- Ensure that anyone in the facility for club purposes are maintaining a physical distance of 2m from any other person not in their household.
- Ensure that anyone in the facility for club purposes are wearing masks.
- Mark off seating areas for skate tying, putting on helmets, and storing belonging with 2m distances.
- Limit the number of skaters in the dressing room so they can properly socially distance.
- Designate separate ice entrances for Canskate and StarSkate.
- Wipe down/sanitize high touch surfaces such as entrance and exit gates to the ice, iPod, music cable, and any on-ice aids before and after training activities.
- Administer a zero-tolerance policy for anyone in the facility for club purposes not adhering to the guidelines set forth by the Government of Alberta, Skate Canada Alberta-NWT/Nunavut, Tofield Agricultural Society, the Town of Tofield, and Tofield Skating Club.
- Provide pro-rated refunds less a \$60 Skate Canada & admin fee to members in case of COVID related shut-down.
- All personal information collected will be protected in accordance with the Personal Information Protection Act.

Facility Organization Responsibilities:

- Coordinate and collaborate with all facility users about creation of and adherence to facility and user protocols.
- Limit sport cohort groups to 50 people on the ice including coaches, participants and program assistants.
- Ensure that all facility users are complying with the Government of Alberta and Town of Tofield guidelines.
- Provide hand sanitizing stations in the facility.
- Sanitize hallway benches, entry and exit door handles, arena gate handles, and bathrooms between each user group.
- Keep the main entrance doors locked. Only the south players entrance and east doors will be open.
- One staff to be on shift at the arena as the facility opens. Additional staffing may be added as the use of the facility changes.

Coach Responsibilities:

- Coaches will self-screen before all training activities and will not attend if they or a member of their household are exhibiting symptoms of illness such as shortness of breath, coughing, fever, runny nose, sore throat, or any other symptoms as defined by health experts.
- Coaches will wear masks and gloves upon entry to the facility and during all training activities.
- Coaches will wash or sanitize hands upon entry of facility as well as before and after each session.
- Person hygiene etiquette will be practiced at all time (cough/sneeze into arm or tissue, immediately place used tissues into garbage bin, avoid touching of face).
- Monitor and remove skaters showing any signs of illness on the ice such as shortness of breath, coughing, fever, runny nose, sore throat, or any other symptoms as defined by health experts.
- Have designated zones for placing all skaters' personal belongs such as water bottles, jackets and skate guards.
- Ensure that no personal items or club property are shared between skaters.
- Ensure that a physical distance of 2m is maintained between skaters at all times.
- Ensure that a physical distance of 2m is maintained between coaches and skaters.
- Ensure that designated entry and exit gates are used when skaters are entering and exiting the ice.
- Use verbal instruction only during activities; no contact of skaters is permitted with the exception of administering first aid.

- If administration of first aid is required, coaches will consider having a family member attend to the injured where possible.
- Coaches may not assist participants in tying skates. Any participant that requires assistance with skate tying must have a family or cohort member aid them.

Parent/Guardian/Participant Responsibilities:

- Participants must adhere to Cohort Guidelines as outlined in the [AHS Guidance for Cohorts](#).
- Participants will self-screen before all training activities and will not attend if they or a member of their household are exhibiting symptoms of illness such as shortness of breath, coughing, fever, runny nose, sore throat, or any other symptoms as defined by health experts.
- Person hygiene etiquette will be practiced at all time (cough/sneeze into arm or tissue, immediately place used tissues into garbage bin, avoid touching of face).
- Masks must be worn within the facility. Skaters may remove their masks when they go on the ice. Spectators/guardians must wear masks at all times.
- Skaters are to arrive at the facility fully dressed for the activity, no more than 15 minutes prior to the activity and a physical distance of 2m must be maintained between members.
- Skaters/guardians must wash or sanitize hands upon entry to the facility and after the skating session. Hand sanitizer will be provided by the facility, but it is strongly recommended that skaters and guardians bring their own.
- Skaters, their guardians, and any additional family members must report to the table in the lobby for the required health screen and contact tracing. Any skater that does not report in, will not be permitted on the ice.
- Dressing room #5 will be assigned to no more than 5 designated skaters who can tie skates independently.
- StarSkate participants will enter and exit the facility through the east doors and after hand washing/sanitizing and checking in for health screening & contact tracing, will proceed to the bench in the hallway on the east side of the arena or their assigned dressing room.
- CanSkate participants will enter and exit the facility through the players entrance and after hand washing/sanitizing and checking in for health screening & contact tracing, will proceed to the bench in the hallway on the west side of the arena.
- The benches in the hallway will be marked with tape to maintain social distancing measures. This is where skaters will tie skates, put helmets on, and store personal belongings.
- Consider only bringing the essentials into the facility. Leave as many personal belongings as possible in the vehicle.

- If a skater requires help with skate tying, only a family member or core cohort member may assist.
- Label all personal items and sharing of items such as water bottles is strictly prohibited.
- StarSkate participants will enter and exit the ice through the gate on the east end of the arena, while maintaining social distancing measures.
- CanSkate participants will enter and exit the ice through the gate on the west end of the arena, while maintaining social distancing measures.
- Skaters will have a designated zone on the boards to place any items that are needed on the ice, they must keep their belongings in that zone and not enter another skater's zone.
- Skaters must maintain a social distance of 2m on the ice at all times.
- Young children not participating in the skating activity must remain with their guardians and not be allowed to roam the facility unsupervised.
- Skaters must exit the facility with their guardians within 15 minutes of the end of the skating session.

Illness Policy:

- Coaches/administrators/participants will complete a self-screen before leaving home and will not attend any training activity if experiencing any signs of illness.
- Coaches/administrators/participants will complete a health screen no more than three hours prior to arrival at the facility, and will remain at home if experiencing any of the symptoms identified on the health screen.
- Coaches/administrators/participants will inform the club immediately if they are experiencing any symptoms of Covid-19 such as fever, chills, cough, shortness of breath, sore throat, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue, and loss of appetite.
- If any coach/administrator/participant is experiencing the above symptoms of Covid-19 they must inform a Tofield Skating Club executive member, self-isolate at home and complete the [AHS Covid-19 Self-Assessment](#). Participation in skating sessions will be prohibited for a period of 14 days.
- If a coach/administrator/participant has come into contact with someone who has tested positive for Covid-19 they must inform a Tofield Skating Club executive member, self-isolate at home and complete the [AHS Covid-19 Self-Assessment](#). Participation in skating sessions will be prohibited for a period of 14 days.
- If a coach/administrator/participant tests positive for Covid-19 they must immediately inform a Tofield Skating Club executive member. The executive will then implement the rapid response plan.

Response Plan:

If a coach/administrator/participant becomes ill with Covid-19 symptoms during the training activity

- The individual will notify a coach or club representative.
- The individual will be removed from the ice, provided with a mask and isolated until able to leave the facility. They will be encouraged to self-isolate at home and complete the [AHS Covid-19 Self-Assessment](#).
- The activity will be suspended for the remainder of the session, participants will practice hand hygiene and sanitizing measures will be implemented immediately by the club and the facility staff.
- The individual will not be permitted to participate in training activities for a period of 14 days.

If a coach/administrator/participant comes into contact with someone who has tested positive for Covid-19

- The individual will notify Tofield Skating Club of the contact and will be encouraged to self-isolate at home and complete the [AHS Covid-19 Self-Assessment](#).
- The individual will not be permitted to participate in training activities for a period of 14 days.
- The club director will be responsible for notifying the Town of Tofield of the potential exposure.

If a coach/administrator/participant tests positive for Covid-19

- The individual will notify Tofield Skating Club of the diagnosis.
- The individual will not be permitted to participate in training activities until they receive a negative test of Covid-19 from public health authorities.
- Anyone in close contact with the individual will not participate in training activities for 14 days to prevent further spread.
- The club director will be responsible for notifying the Town of Tofield, Skate Canada Alberta-NWT/Nunavut, and AHS of the exposure.
- All activities will be suspended until enhanced cleaning measures are completed.
- If two or more individuals test positive for Covid-19, this is defined as an outbreak and all club operations will be closed.

Resource Links:

Updates on the Covid-19 pandemic

[Public Health Agency of Canada](#)

[Alberta Health Services](#)

[World Health Organization](#)

Skate Canada links

[Skate Canada](#)

[Skate Canada: Alberta-NWT/Nunavut](#)

Physical Distancing Tips

[AHS Tips for Physical Distancing](#)

[Guidance for Wearing Non-Medical Face Masks](#)

Guidance on Cohorts

[AHS Guidance for Cohorts](#)

Hand Hygiene Tutorials

[Hand Washing Tutorial](#)

[Hand Sanitizing Tutorial](#)

[Health Canada Approved Hand Sanitizers](#)

Donning of PPE

[Health Canada tutorial for donning and doffing PPE](#)

HEALTH SCREENING QUESTIONNAIRE (MANDATORY) UPDATED July 8, 2020

This questionnaire must be completed verbally by each individual **prior** to participation in EACH training session, whether at your Skate Canada Club or Skating School or with a Skate Canada Professional Coach at another training location. A Club or Skating School employee or volunteer may administer the questionnaire but must have received training as outlined in the Club and Skating School Protocol Checklist

Information must be recorded and initialed by the individual responsible for tracking attendance on the Contact Tracing Log.

If an individual answers **YES** to any of the questions, they must **not** be allowed to participate in the sport or activity. Children and youth will need a parent to assist them to complete this screening tool.

1.	Do you/your child have any new onset (or worsening) of any of the following symptoms?	CIRCLE ONE	
	Fever	YES	NO
	Cough	YES	NO
	Shortness of breath / Difficulty breathing	YES	NO
	Sore throat	YES	NO
	Chills	YES	NO
	Painful swallowing	YES	NO
	Runny nose / Nasal congestion	YES	NO
	Feeling unwell / Fatigued	YES	NO
	Nausea / Vomiting / Diarrhea	YES	NO
	Unexplained loss of appetite	YES	NO
	Loss of sense of taste or smell	YES	NO
	Muscle / joint aches (unrelated to training)	YES	NO
	Headache	YES	NO
	Conjunctivitis (commonly known as pink eye)	YES	NO
2.	Has the person attending the activity / facility travelled outside of Canada in the last 14 days?	YES	NO
3.	Have you/your child had close, <u>unprotected</u> * contact (face to face contact within 2 metres/ 6 feet) with someone who has travelled outside of Canada in the last 14 days and who is ill**?	YES	NO
4.	Have you/your child attending the program or activity had close <u>unprotected</u> * contact (face to face contact within 2 metres/ 6 feet) in the last 14 days with someone who is ill**?	YES	NO
5.	Have you/your child or anyone in your household been in close, <u>unprotected</u> * contact in the last 14 days with someone who is being investigated or confirmed to be a case of COVID-19?	YES	NO

* “unprotected” means close contact without appropriate personal protective equipment

** “ill” means someone with COVID-19 symptoms on the list above

If you have answered YES to any of the above questions do not participate. Proceed home and use the [AHS Online Health Assessment Tool](#) to determine if testing is recommended

STAFF / COACH / CHOREOGRAPHER / VOLUNTEER CHECKLIST (RECOMMENDED)

To be used to help staff, coaches and volunteers prepare for the arena

Before you leave home

- DO NOT leave home if you are feeling unwell or showing signs of COVID-19 Symptoms (Fever, Cough, Shortness of Breath, Sore Throat or Runny Nose)
- Check for facility / arena closures
- Eat before you come, if you take food please ensure it is self-contained, do not share
- Thoroughly wash your hands with soap and warm water
- Thoroughly wash water bottles with soap and warm water
- Thoroughly wash all previously-worn clothes and accessories
- Ensure PPE is readily available (mask, winter gloves (mandatory), medical gown, protective glasses (optional))
- Consider bringing personal hand sanitizer
- Use the washroom
- Sign **Skate Canada Assumption of Risk and Waiver** either online or bring a signed copy to the arena prior to or at the first session you are coaching
- Confirm skater attendance, as required

Arrival at the Arena

- Place your skates / gloves on outside, in your vehicle, if possible. Leave your skate bag and shoes in your vehicle, whenever possible
- Enter through established entrances and follow signs
- Wash your hands with soap & water or sanitize using hand sanitizer
- Respect social distancing guidelines at all times
- Prior to first session, submit signed **Skate Canada Assumption of Risk and Waiver** in designated area (if not completed online)
- Register for **Contact Tracing attendance**
- DO NOT share water bottles or personal items
- Confirm your students have completed and submitted the Skate Canada Assumption of Risk and Waiver and have received verbal health screening and have registered for Contact Tracing attendance
- Arrive no earlier than 5 minutes to the side of the rink and stay in designated area
- Consider wearing PPE (masks, winter gloves) at all times and have readily available in the case of an emergency (injured skater)

During floods

- Wash your hands with soap & water or sanitize using hand sanitizer immediately after getting off the ice
- Adhere to club or skating school procedures for flood breaks and in between sessions
- Maintain Physical Distancing at all times
- Arrive no earlier than 5 minutes to the side of the rink and stay in designated area

After on-ice Training is complete

- Wash your hands with soap & water or sanitize using hand sanitizer immediately after getting off the ice
- Leave the facility immediately following on-ice training
- Exit through established exits
- Thoroughly wash water bottles with soap and water
- Thoroughly wash all arena clothes and accessories including phone, gloves, hard guards, blade rag etc.

SKATER CHECKLIST

To be used to help skaters prepare for training

Before you leave home

- DO NOT leave home if you are feeling unwell or showing signs of COVID-19 Symptoms (Fever, Cough, Shortness of Breath, Sore Throat or Runny Nose)
- Check for facility / arena closures
- Eat before you come, if you take food please ensure it is self-contained, do not share
- Thoroughly wash your hands with soap and warm water
- Thoroughly wash water bottles with soap and warm water
- Thoroughly wash training clothes and accessories including gloves, hard guards, blade rag etc.
- Pre-Register for your session
- Warm up at home, if weather prevents warming up outside
- Use the washroom
- Sign **Skate Canada Assumption of Risk and Waiver** either online or bring a signed copy to the arena prior to or at the first session you are registered for

Arrival at the Arena

- Arrive at facility no more than 15 minutes prior to scheduled ice session
- Warm up outside if possible, maintaining physical distance of 2m
- Place your skates / gloves on outside, in your vehicle, if possible. Leave your skate bag and shoes in your vehicle if possible
- Enter through established entrances and follow signs
- Wash your hands with soap & water or sanitize using hand sanitizer
- Respect social distancing guidelines at all times
- Prior to first session submit signed **Skate Canada Assumption of Risk and Waiver** in designated area (if not completed online)
- Register for Contact Tracing Attendance
- DO NOT share water bottles or personal items
- Arrive no earlier than 5 minutes to the side of the rink and stay in designated area
- No public spectators allowed during Phase 1 (Parents / Guardians only)

During floods

- Wash your hands with soap & water or sanitize using hand sanitizer immediately after getting off the ice
- Adhere to club or skating school procedures for flood breaks and in between sessions
- Arrive no earlier than 5 minutes to the side of the rink and stay in designated area

After on-ice Training is complete

- Wash your hands with soap & water or sanitize using hand sanitizer immediately after getting off the ice
- Leave the facility immediately following on-ice training
- Exit through established exits
- Cool down outside the building if possible, while maintaining physical distance of 2m. Cool down at home if weather prevents cooling down outside
- Thoroughly wash water bottles with soap and water
- Thoroughly wash all training clothes and accessories including phones, gloves, hard guards, blade rag etc.