



COVID-19 SAFETY PLAN

COMPANY DETAILS

Business Name: Guelph Curling Club – Guelph ON

Date Completed: November 29, 2020 Revision Date:

Developed by: Guelph Curling Club – Covid-19 Committee

Date Distributed: November 29, 2020

1. Protocols to ensure all workers (paid or volunteer) know how and are able to keep themselves safe from exposure to Covid-19?

Workers will be provided with Health Canada approved cleaning products for the disinfecting of work surfaces. Workers will be provided instructions on what surfaces need to be cleaned and when, to ensure that the club facilities are properly cleaned and sanitized. Additional cleaning measures by a professional cleaning company take place in warm areas of the Club every other week.

Bartenders will be separated from customers at the bar with a plexiglass barrier. In addition, customers will stand at least 2 metres from bartenders when serving. Curlers will not be allowed in the ice arena while Ice Team is maintaining the ice for play. Maximum person signs posted for main office and washrooms.

Sharing of Information – The initial document and revisions of Guelph Return to Play Guidebook and Guelph Covid-19 Safety Plan is communicated to the membership by email and updates posted on the Club's website (www.curl.ca). Floor plan is posted on the main bulletin board at the entrance of the Club.

The Covid-19 Committee along with Board of Directors and General Manager remain updated on local and provincial Covid-19 on the Wellington-Dufferin-Guelph Public Health Unit's website (www.wdgpUBLICHEALTH.ca) and the Government of Ontario's COVID-19 prevention information website (<https://covid-19.ontario.ca>)

ACTIONS:

- a) Mask-wearing, social distancing, and cleaning procedures will be outlined in the Club's 'Return to Play Guidelines' which will be reviewed on a regular basis. Masks are mandatory in all 'warm' areas of the facilities, except when seated at your designated

- table with a beverage or food item purchased from the bar. Masks are not mandatory but strongly recommended within the ice arena as recommended by local Public Health.
- b) Workers will be informed on proper COVID-19 prevention actions by the General Manager under the guidance of the Covid-19 Committee and Board of Directors.
 - c) N/A
 - d) The Wellington-Dufferin-Guelph Public Health Unit will be consulted in the event of any clarifications are required to ensure limited transmission risks, and if needed to respond to the possible risk of exposure.

2. How will you screen for Covid-19?

- A) Club members before entering the facility will be asked to self-assess prior to entering the club building:
- i) Do you have any of the following new or worsening symptoms or signs? (Symptoms should not be chronic or related to other known causes or conditions).
 - Fever or chills
 - Difficulty breathing or shortness of breath
 - Cough
 - Sore throat, trouble swallowing
 - Runny nose/stuffy nose or nasal congestion
 - Decrease or loss of smell or taste
 - Nausea, vomiting, diarrhea, abdominal pain
 - Not feeling well, extreme tiredness, sore muscles
 - ii) Have you travelled outside of Canada in the past 14 days?
 - iii) Have you had close contact with a confirmed or probable case of COVID-19?

IF you have answered NO to all of the above questions you have passed the COVID-19 screening and may scan in and enter the facility.

IF you have answered YES to any of the above questions you have NOT passed the COVID-19 screening and are advised to not to enter the facility and should go home to self-isolate immediately and contact your health provider or Telehealth Ontario (1-866-797-0000) to find out if you need a COVID-19 test.

- B) How will you stay current about what symptoms to look for?

Upon every review of the Club's Return to Play Guidelines and COVID-19 Safety Plan, the Wellington-Dufferin-Guelph Public Health Unit, Public Health Ontario, and Health Canada websites will be consulted to ensure the Club's screening and assessment procedures will remain up-to-date with the symptoms currently identified with COVID-19.

Under green or yellow level public health measures, members will be required to self-assess according to the document provided by the Province of Ontario (in association with CurlON) before entering the building.

Under orange-level restrictions, a Covid-19 Screening Questionnaire will be placed at the front door with the CurlON Contact Tracing App for review before registering.

Anyone entering the building as a member, worker or guest will complete a self-assessment/screening questionnaire and sign in for contact tracing every time they enter.

ACTIONS:

General Manager is responsible for cleaning, ensuring adequate social distancing amongst members, and the wearing of masks. Also, General Manager will oversee the administrative components, ensuring that contact-tracing log and cleaning measures are kept in proper order.

Bartenders are responsible for maintaining a safe and clean working environment behind the bar, to ensure safety for both the bartenders and members. The Ice Team will ensure that equipment in the ice rink and compressor room are properly cleaned and sanitized. Rock handles will be sanitized before each scheduled league. Ice equipment is not to be used by the members.

3. How will you control the risk of transmission in your workplace?

- What engineering and administrative controls will you use?
- What changes will you make?
- Who needs to be in the workplace?
- How will you gather worker ideas about different ways of working?

Extensive cleaning of used and touched surfaces will be cleaned between every scheduled use of the club facilities, i.e. leagues. Extra sanitizing will be provided by a professional cleaning company every other week and after a day-long rental. Workers will be provided with proper Health Canada approved disinfectant products, and PPE if required, to maintain proper hygiene standards.

Administrative controls include maintaining contact-tracing forms, which will be used to inform the health unit on possible cases, if there is evidence of possible transmission within the Club and amongst its members, workers or guests.

Additionally, adjustments to the building, equipment, and flow of movement within the Club facilities are in place to ensure social distancing. These adjustments include plexiglass barriers

to separate bartenders from customers, in-ice decals to ensure distancing while curling, and traffic flow markers and arrows to ensure separation of groups and adequate social distancing.

Administration Staff, Ice Team, Bartenders and Cleaner's ideas in respect to how to keep them as safe as possible in their working environment will be communicated to the Covid-19 Committee and Board of Directors by the General Manager.

4. What will you do if there is a potential case, or suspected exposure to, COVID-19 at your workplace?

What is the contact information for your local public health unit?

What are your isolation procedures?

How will you gather workplace contact information for public health contact tracing?

Wellington-Dufferin-Guelph Public Health Unit at 519-822-2715 (local) or 1-800-265-7293 will be contacted immediately to inform the public health unit of the possible risk of transmission. The advice and recommendations of our local public health unit will be followed.

Contact information for public health contact tracing is maintained within the CurlION Contact Tracing App database and some manual records for 30 days. The health unit will be informed of all individuals at risk of exposure. All this information will be provided to the Wellington-Dufferin-Guelph Public Health Unit in the event of a possible case exposure.

The Covid-19 Committee Chair or General Manager or Club President will be responsible for contacting the public health unit, providing all available details on the risk of exposure, and providing all contact tracing information.

5. How will you manage any new risks caused by changes to the way you operate your business?

With workers, review existing critical risks and whether work practice changes will affect your current risk management strategy.

Are any new risks introduced due to changes in worker numbers or work practices?

What new risk controls are required?

All preventative measures taken by the Guelph Curling Club are focussed on social distancing, enhanced cleaning procedures, mask-wearing, contact tracing and communication of updates and changes.

Should any risks be identified by members or workers, they will be presented to the Covid-19 Committee and Board of Directors if necessary and promptly addressed to ensure the safety of all members and workers.

6. How will you make sure your plan is working?

How often will you schedule a review of your plan? - The plan will be reviewed at least monthly or more frequently, if necessary. The plan will also be revisited any time the Wellington-Dufferin-Guelph Public Health Unit is moved into a different public health control level.

How will you get input and ideas from members and workers? - The General Manager will relay input and ideas from workers including Administration, Ice Team, Bartenders and Cleaner to Covid-19 Committee. Email and verbal communication from members is presented to the Covid-19 Committee as received.

Who is responsible for evaluating how things are working and for adapting the plan as you find better/easier ways to do things? – Through communication between General Manager, Covid-19 Committee Chair and Club President, the Return to Play Guidelines are followed and updated.

The General Manager assumes the role of ensuring the club's protocols to prevent the spread of COVID-19 are being followed, including social distancing, proper disinfecting of the facility and maintenance of contact tracing records.

How will you communicate changes? - Changes will be communicated to members via e-mail. The few members without email will be communicated with verbally. Revised Guelph Return to Play Guideline are posted on the Club's website.

COVID-19 SAFETY PLAN - SNAPSHOT

(Please post in a place where it is easily accessible to your workers, volunteers, members and other people entering the workplace in an effort to inform what safety actions are being taken)

BUSINESS NAME: Guelph Curling Club - Guelph, ON

DATE COMPLETED: November 29, 2020 REVISION DATE:

MEASURES WE'RE TAKING

How we're ensuring workers know how to keep themselves safe from exposure to COVID-19.

Bartenders are separated from customers with a plexiglass barrier. Non-cash contactless payment is encouraged. Staff and volunteers are provided with cleaning products to ensure proper hygiene is maintained, i.e. Health Canada approved disinfectant, hand sanitizer, and soap and water. Ice making equipment and sports equipment will be regularly disinfected to minimize risk of transmission to members and the Ice Team. Masks and other required PPE can be provided to staff and volunteers, when and if required.

How we're screening for COVID-19:

Under green or yellow level public health measures, members, staff, volunteers, contractors and guests will be required to self-assess according to the document provided by the Province of Ontario (in association with CurlON) before entering the building.

Under orange-level restrictions, a Covid-19 Screening Questionnaire will be placed at the front door with the CurlON Contact Tracing App for review before registering.

Anyone entering the building as a member, worker or guest will complete a self-assessment/screening questionnaire and sign in for contact tracing every time they enter.

- i) Do you have any of the following new or worsening symptoms or signs? (Symptoms should not be chronic or related to other known causes or conditions).
 - Fever or chills
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 - Cough
 - Sore throat, trouble swallowing
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How we're controlling the risk of transmission in our facility:

Physical distancing and separation:

- Tables in the club lounge are spaced at least 2 metres apart
- Additionally, there are only four patrons allowed at one table.
- Leagues will have no contact with other leagues by directing traffic flow and staggering playing times. The schedule is provided in our "Return to Play Guideline".
- Bartenders will be separated from customers with a plexiglass barrier and will maintain a distance of at least 2 metres from all customers.
- Decals are placed in the ice, 2 metres apart, to ensure that curlers have guides on where to stand to maintain social distancing.

Cleaning:

Cleaning will be performed and scheduled regularly. All touch-points will be disinfected using Health Canada approved disinfectant. A professional cleaning service will perform extra cleaning measures every other week.

What we will do if there is a potential case, or suspected exposure to, COVID-19 at our facility?

The Wellington-Dufferin-Guelph Public Health Unit will be contacted immediately for instruction on how to deal with the risk of possible spread. Our contact tracing forms containing a record of which members, workers or guest were present at the time of possible transmission, will be provided if requested, complete with contact information for each possible case.

How we're managing any new risks caused by the changes made to the way we operate our facility?

Changes to the facilities made to prevent COVID-19 transmission pose no risks to the members or workers of the Guelph Curling Club. Should any risks be identified, they will be promptly addressed by the Covid-19 Committee or Board of Directors.

How we're making sure our plan is working?

Our plan is working when members demonstrate that they are following the guidelines provided by the Club itself, in accordance with government and health unit COVID-19 prevention regulations. Curling is a sport where a 2 metre distance can be maintained at all times, so the adherence to social distancing by our members demonstrates the plan is working.

The General Manager will ensure that regularly scheduled cleaning is being followed and to a sufficient thoroughness. Ensuring proper cleaning techniques to maximize hygiene demonstrates that our plan to minimize the risk of transmission as much as possible is working.

Ultimately, our goal is to ensure that no individual infected with COVID-19 enters our facilities. As such, we require that members assess themselves before entering our Club and that they stay home and contact public health, if they have any symptoms related to COVID-19 or have a possible risk of exposure.

Our plan is working when there is no transmission risk to our membership, though we are prepared to contact and cooperate with the public health unit in the event that there is, to ensure the safety of our members, workers and the community as a whole.