

Tri Area Skating Club

# Return to Skating Protocols

For Group Programs

Updated:  
3-9-2021

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# Introduction

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To all Tri Area Skating Club Members

We, along with Skate Canada, the Tri Leisure Centre and Glenn Hall Arena have been working very hard to plan our safe return to skating protocols.

The following outlines our Protocols and procedures currently in place for Phase 2 of Skate Canada's Return to Skating.

We know there will be many changes in the coming months. Watch for updates via emails, posts on our website or on our Facebook page.

Feel free to contact us any time with your questions or concerns by emailing to [triareaskatingclub@gmail.com](mailto:triareaskatingclub@gmail.com) or your coach.

We are in this together & together we will make it fun for the kids to get back to the activities they love and miss!

Take care and stay healthy!

Executive Board Members  
Tri Area Skating Club

# Compliance with Regulations

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All figure skating activities must adhere to all federal, provincial and municipal laws, regulations, by-laws and orders as they may exist from time to time. This includes but is not limited to compliance with:

- Physical distancing measures
- Health and safety regulations
- Size of permitted gatherings
- Skate Canada rules, policies and procedures
- Skate Canada: Alberta-NWT/Nunavut rules, policies and procedures
- All Safe Sport policies and procedures
- Applicable occupational health and safety requirements

Assign one individual per club who is responsible to review and update the club with the most up-to-date communications from Federal, Provincial and relevant Municipalities.

Assigned individual is:

Cheryl Wiese – Registration Director

Email – Cheryl.tasc@gmail.com

## Compliance with Section Protocols and Waiver

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All Section clubs, skating schools and coaches conducting training (on rented club or non-club ice) must implement and comply with the most current version of the Skate Canada: Alberta – NWT/Nunavut *Return to Skating* Protocols. Each club, skating school and coach is also responsible for implementing and complying with any updated version of these Protocols as posted from time to time.

The ***Assumption of Risk and Waiver*** regarding COVID-19 form provided as part of these Protocols must be completed by each participant in club or skating school activities (including staff, skaters, coaches, choreographers, officials, evaluators and volunteers).

This form must be completed prior to the start of participation in club or skating school activities. The club or skating school must keep this form on-file for each participant. It is not necessary to submit this to Skate Canada: Alberta-NWT/Nunavut but it may be requested by the Section at any time.

Members will be sent a copy of the Waiver form to be signed & returned for our records. They may either be signed, scanned & emailed back to Cheryl Wiese ([cheryl.tasc@gmail.com](mailto:cheryl.tasc@gmail.com)) or handed into the Check-In individual in-person on your first day of skating.

The form will be good for the 2020-2021 season.

A member must have signed & handed in their form ***BEFORE*** they may begin skating.

## Participant Compliance & Enforcement

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All clubs and skating schools will be required to acknowledge adherence to the Skate Canada: Alberta-NWT/Nunavut Protocols and Guidelines, and adhere to Provincial and Municipal protocols.

Failure to comply will result in Skate Canada taking appropriate actions up to and including suspension and/or non-renewal and/or expulsion of Skate Canada membership and could jeopardize insurance coverage.

Any member of the club who is not adhering to the Guidelines laid out will be asked to leave the facility immediately and not return to skating sessions. Further discussion may be required before returning.

Non-compliance incidents will be reported to the Head Coach, Group Programs Coordinator, Session Coach, or Club President to be followed up immediately.

# COVID-19 Education

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Each club and skating school must ensure staff, coaches, skaters, parents, members and volunteers receive education on new safety and hygiene protocols within the club/skating school as well as Government of Alberta approved information on ways to limit the spread of COVID-19 including:

## Respiratory Etiquette

Cough or sneeze into a bent elbow or tissue. Promptly dispose of used tissues in the trash & hand sanitize (wash or use of sanitizer) immediately.

## Hand Hygiene

- Wash or clean hands (hand sanitizer) when entering and exiting the building & frequently during your time onsite.
- Participants should refrain from touching their eyes, nose, mouth and face during skating.
- **Hand Washing** - [https://www.youtube.com/watch?v=vLm4reF\\_djQ&feature=youtu.be](https://www.youtube.com/watch?v=vLm4reF_djQ&feature=youtu.be)
- **Hand Sanitizing** - <https://www.youtube.com/watch?v=JWdytA-jLt8&feature=youtu.be>

## Physical Distancing - Updated Mar 2021

- Upon Arrival/departure to the arena maintaining **3m** physical distancing at all times.
- Follow directional arrows and physical distancing reminder stickers throughout the facility.
- Wear a mask upon arrival/departure of the arena.
- Physical distancing of **3m** distancing should be maintained entering on-ice and off the ice.
- Skaters are required to maintain physical distance of **3m** at all times with skaters and coaches while skating on the ice.
- All coaches will be using verbal cues. There should be no physical touching with skaters unless first aid is required. Any coaches assisting that skater must wear mask and gloves.
- No hugs, handshakes, high fives or anything that bring members closer than **3m** in contact is permitted.

## Use of Personal Protective Equipment (i.e. face masks)

- Masks are required to be worn on arrival and departure of the arena. It is not recommended for masks to be worn during intense physical activity. Our coaches will be wearing masks to protect you while skating.
- If you do require first aid while on the ice all coaches will be expected to wear masks and disposable gloves while helping you to the first aid room.
- Video - Mask Donning & Doffing (from 2:27-2:50) - [https://ahamms01.https.internapcdn.net/ahamms01/Content/AHS\\_Website/Information\\_For/if-hp-ipc-donning-and-doffing.mp4](https://ahamms01.https.internapcdn.net/ahamms01/Content/AHS_Website/Information_For/if-hp-ipc-donning-and-doffing.mp4)



# Skater Protocols & Procedures (TRI LEISURE CENTRE)

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The following outlines what the skaters are to expect when they arrive to a skating session:

- Refer to the Skater's Checklist prior to leaving home
- Self-Screen for symptoms – if you answer YES to any of the questions, please notify the club immediately and do not come to the arena
- Arrive at the arena no earlier than 15 mins before your skating session
- **No Spectators** are allowed in the building during Step 2 of the Province's Path Forward Approach.
- Parents/Guardians are allowed to assist skaters with tying skates if needed.
- Masks are mandatory upon entrance to the TLC and are required in all public areas, including the lobby, stairways, bleachers, dressing rooms and washrooms. Skaters are not required to wear a mask on the ice.
- Follow all TLC signs and procedures
- Check-In using Group Program QR code procedures – For contact tracing & daily health screening
- Use Hand Sanitizer and put on skating mitts prior to entering the ice surface
- Enter the ice surface in single file and physically distanced from other skaters and coaches

## Skates On/Off

- Chairs will be added in the lower floor Arena area for participants to change into/out of skates if needed. If you use these chairs participants **MUST** use the spray/cleaning wipes provided to disinfect their change area before and after use.
- Skaters who are unable to arrive with skates on, and who do not tie their own skates, may only have a family member / core cohort member tie their skates.
- **Program Assistants and Coaches will be unable to aid in putting on/taking off skates.**

## Entry to the ice surface

- After Check-in and getting skates/helmet on, skaters will proceed with a Coach or Program Assistant to the assigned Dressing Room for access to the ice surface, ensuring all Safety & COVID-19 protocols & procedures are followed.
- Face masks are not mandatory for skaters once they are on the ice. If a skater chooses to take their mask off, they can put it in their pocket or on the boards until it is time to leave the ice surface again. All Coaches/PAs will remain in a mask at all times.
- ***Parents/Guardians are not allowed in the skater areas (Dressing Room or Player's Benches) - (AHS).***
- Enter the ice surface in single file and physically distanced from other skaters and coaches

## Exit from ice surface

- EXIT – using the assigned Dressing Room – Skater's will gather bag/backpack
- With a Coach or Program Assistant, they will line up & wait for Parent/Guardian pick up in the lobby area.
- Skaters are to leave the facility within 15 mins of the completion of their ice time.
- Wear a mask upon exiting the TLC

## Personal Items

Items to bring into arena:

- Personal Hand Sanitizer
- Mask
- Helmet
- Mitts
- Pre-filled Water bottle - labelled with the name of the owner
  - Do not share water bottles
  - TLC water fountains will be inoperable. Water bottle filling stations will be operable (TLC), no water fountains operable at GH Arena.
- Skates/hard guards/skate drying rag

After each ice session - thoroughly wash with soap water: bottles, all training clothes, accessories including mitts, hard guards, blade rag, etc.

## Attire

Wear clean clothes and mitts for each class. Make sure used clothing and mitt are washed immediately when you return home from class.

## Restrooms/Washrooms

Please try to go to the washroom before coming skating. If you do need to use the washroom, please use caution and follow hygiene processes. Skater's will be allowed to use the Dressing Room washroom. The arena Operators are responsible for cleaning arena bathrooms, using Health Canada approved cleaning and disinfecting protocols

Washrooms are not to be used as Dressing Rooms. All skaters should arrive to the facility in their skating attire.

## SKATER CHECKLIST

To be used to help skaters prepare for training

### Before you leave home

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- 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 mitts, hard guards, blade rag etc.
- Pre-Register for your session
- Use the washroom
- Sign **Skate Canada Assumption of Risk and Waiver** either via email or bring a signed copy to the arena prior to or at the first session you are registered for

### Arrival at the Arena

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- Arrive at facility no more than 15 minutes prior to scheduled ice session
- 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 via email)
- Check-In using QR Code procedures - for Contact Tracing Attendance
- DO NOT share water bottles or personal items
- No spectators allowed during Phase 2

### After on-ice Training is complete

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

## Self-Screening Measures

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All individuals taking part in club/skating school activities must self-screen at home and in accordance with Public Health Orders must not attend any training sessions or club activities if they:

- Exhibit any COVID-19 symptoms, such as a fever, cough, difficulty breathing, or other symptoms identified by health experts
- Have returned from travel outside of Canada (must quarantine for 14 days at home)
- Have been in contact with someone with COVID-19 in the past 14 days

Those who are considered a vulnerable or at-risk individual (elderly persons, weakened immune system or medical conditions such as heart disease, lung disease, cancer etc.) should be advised of the increased risk of participation and take additional precautions and use of PPE where possible.

You are NOT permitted to enter the TLC if you answer YES to any of the above points.

Immediately notify Kathy, your coach or Kaye, if a coach, parent, volunteer aide has symptoms of COVID-19, or is in violation of any current Public Health Order. They are responsible for isolating that individual and reporting the incident to a TLC staff member.

Please refer to the following Checklists before coming to a skating session:

- SKATER CHECKLIST

## On-Site Health Screening

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Clubs and skating schools must establish, and record, a screening protocol whereby individuals are screened on-site on a daily basis before participation in any club activities.

Each participant (skaters, coaches, choreographers, officials, evaluators and volunteers) must complete a daily health screening as instructed by the club.

Each skater will be screened upon Check-In with a scheduled volunteer or coach.

# COVID-19 ALBERTA HEALTH DAILY CHECK-LIST (FOR CHILDREN UNDER 18) – Updated Feb 18, 2021

## Overview

This checklist applies for all children, as well as all students who attend kindergarten through Grade 12, including high school students over 18. Children should be screened every day by completing this checklist before going to school, childcare or other activities. Children may need a parent or guardian to assist them to complete this screening tool.

<https://www.triareaskatingclub.com/sites/files/covid-19-information-alberta-health-daily-checklist-2021-02-18.pdf>

## Screening Questions for Children under 18:

<b>1. Has the child traveled outside Canada in the last 14 days</b>	YES	NO
<b>If the child answered “YES”:</b> <ul style="list-style-type: none"> <li>The child is required to quarantine for 14 days from the last day of exposure.</li> <li>If the child develops any symptoms, use the AHS Online Assessment Tool or call Health Link 811 to determine if testing is recommended.</li> </ul> <b>If the child answered “NO”, proceed to question 2.</b>		
<b>2. Has the child had close contact with a case of COVID-19 in the last 14 days?</b>	YES	NO
Face-to-face contact within 2 metres for 15 minutes or longer or direct physical contact such as hugging  <b>If the child answered “YES”:</b> <ul style="list-style-type: none"> <li>The child is required to quarantine for 14 days from the last day of exposure.</li> </ul> <i>NOTE: Individuals who previously tested positive for COVID-19 in the 90 days before being exposed to another case of COVID-19 are not required to quarantine.</i> <b>If the child answered “NO”, proceed to question 3.</b>		
<b>3. Does the child have any new onset (or worsening) of the following core symptoms:</b>		
<b>Fever</b> Temperature of 38 degrees Celsius or higher	YES	NO
<b>Cough</b> Continuous, more than usual, not related to other known causes or conditions such as asthma	YES	NO
<b>Shortness of breath</b> Continuous, out of breath, unable to breathe deeply, not related to other known causes or conditions such as asthma	YES	NO
<b>Loss of sense of smell or taste</b> Not related to other known causes or conditions like allergies or neurological disorders	YES	NO
<b>If the child answered “YES” to any symptom in question 3:</b> <ul style="list-style-type: none"> <li>The child is to isolate for 10 days from onset of symptoms OR receive a negative COVID-19 test and feel better before returning to activities</li> <li>Use the AHS Online Assessment Tool or call Health Link 811 to arrange for testing and to receive additional information on isolation.</li> </ul> <b>If the child answered “NO” to all of the symptoms in question 3, proceed to question 4.</b>		

<b>4. Does the child have any new onset (or worsening) of the following other symptoms:</b>		
<b>Chills</b> Without fever, not related to being outside in cold weather	YES	NO
<b>Sore throat/painful swallowing</b> Not related to other known causes/conditions, such as seasonal allergies or reflux	YES	NO
<b>Runny nose/congestion</b> Not related to other known causes/conditions, such as seasonal allergies or being outside in cold weather	YES	NO
<b>Feeling unwell/ Fatigued</b> Lack of energy, poor feeding in infants, not related to other known causes or conditions such as depression, insomnia, thyroid dysfunction or sudden injury	YES	NO
<b>Nausea / Vomiting / Diarrhea</b> Not related to other known causes or conditions, such as anxiety, medication or irritable bowel syndrome	YES	NO
<b>Unexplained loss of appetite</b> Not related to other known causes or conditions, such as anxiety or medication	YES	NO
<b>Muscle / Joint aches (unrelated to training)</b> Not related to other known causes or conditions, such as arthritis or injury	YES	NO
<b>Headache</b> Not related to other known causes or conditions, such as tension-type headaches or chronic migraines	YES	NO
<b>Conjunctivitis</b> (commonly known as pink eye)	YES	NO
<p><b>If the child answered “YES” to ONE symptom in question 4:</b></p> <ul style="list-style-type: none"> <li>• Keep your child home and monitor for 24 hours.</li> <li>• If their symptom is improving after 24 hours, they can return to school and activities when they feel well enough to go. Testing is not necessary.</li> <li>• If the symptom <b>does not improve or worsens</b> after 24 hours (or if additional symptoms emerge), use the AHS Online Assessment Tool or call Health Link 811 to check if testing is recommended.</li> </ul> <p><b>If the child answered “YES” to TWO OR MORE symptoms in question 4:</b></p> <ul style="list-style-type: none"> <li>• Keep your child home.</li> <li>• Use the AHS Online Assessment Tool or call Health Link 811 to determine if testing is recommended.</li> <li>• Your child can return to school and activities once their symptoms go away as long as it has been at least 24 hours since their symptoms started.</li> </ul> <p><b>If the child answered “NO” to all questions:</b></p> <ul style="list-style-type: none"> <li>• Your child may attend school, childcare and/or other activities.</li> </ul>		

1 A lab-confirmed case OR a probable case as defined in the [Alberta COVID-19 Notifiable Disease Guideline](#)

**Please note:** If your child is experiencing any symptoms from the lists above, do not bring them to visit a continuing care or acute care facility for 10 days from when symptoms started or until symptoms resolve (whichever is longer), unless they receive a negative COVID-19 test result and feel better.



## Contact Tracing Processes

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Contact Tracing logs for all participants, coaches, officials, evaluators, volunteers and spectators must be completed for every training activity and be available to be accessed quickly to ensure efficient contact tracing.

The information collected on this document is being collected to assist in the management of the COVID-19 pandemic. This information must be kept in a secure location and will be provided to Alberta Health Services upon request, if it is required for tracing purposes.

As personal information is being collected for contact tracing logs, reasonable security measures against unauthorized access, collection, use, disclosure, copying, modification, disposal or destruction for information must also be in place in accordance with the Personal Information Protection Act (PIPA).

Contact Tracing logs can be done online or completed onsite by a responsible adult. Records must be maintained for a minimum of 4 weeks.

All skaters, coaches, volunteers and spectators are required to Check-In using a QR code/Google Form entry by parents/guardian prior to each ice session.

# COVID-19 Response Plan

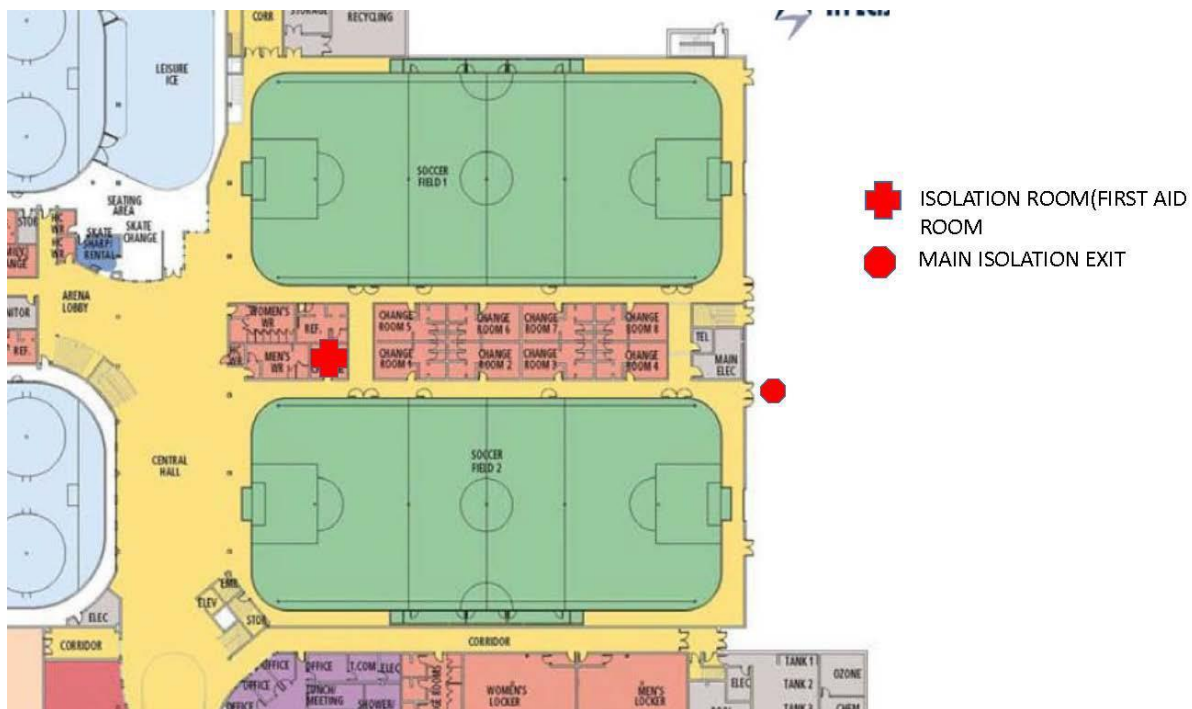
A “participant” includes a club or skating school employee, coach, choreographer, volunteer, official, skater or parent / spectator.

## Reporting Protocol: Symptomatic during ice session

The coaches will be regularly monitoring for symptoms during our ice sessions.

Immediately upon identifying that a participant has symptoms of COVID-19, or is in violation of any current Public Health Order:

- Bring participant to the TLC Isolation room – to make travel arrangements home
- Coach/club member to report the incident to a TLC staff member
- Participant to contact 811 or a doctor for further guidance
- Consideration of suspension or temporary cancellation of the session
- Cleaning and disinfecting of all equipment and surfaces that may have come into contact with the symptomatic participant
- Performance of hand hygiene by remaining participants



## Reporting Protocol: Symptomatic outside of ice session

**If, you feel any symptoms of COVID-19** (such as fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue and loss of appetite) you must:

- Inform the Club immediately - by email to [info@triareaskatingclub@gmail.com](mailto:info@triareaskatingclub@gmail.com) or call 780-201-8558
- Remain at home and contact Health Link at 811
- Consideration of suspension or temporary cancellation of the session will be discussed by Club

### **If a Participant tests positive for COVID-19**

- The Participant will not be permitted to return to arena until they are free of the COVID-19 virus as verified by a medical professional
- Any Participants who work/practice closely with the infected participant will also be removed from the arena for at least 14 days to ensure the infection does not spread further
- If any participant tests positive, the club must inform the Alberta-NWT/Nunavut Section Office of the test positive case by emailing [info@skateabnwtun.ca](mailto:info@skateabnwtun.ca)

### **If a Participant has been tested and is waiting for the results of a COVID-19 Test**

- As with the confirmed case, the Participant must be removed from the arena
- The Public Health Agency of Canada advises that any person who has even mild symptoms to stay home and contact Health Link at 811
- Other Participants who may have been exposed will be informed and removed from the activity for at least 14 days or until the diagnosis of COVID-19 is ruled out by health authorities

### **If a Participant has come in to contact with someone who is confirmed to have COVID-19**

- Participants must advise their coach/club administrator if they reasonably believe they have been exposed to COVID-19
- Once the contact is confirmed, the Participant will be required to follow the direction of Alberta Health Services

**Quarantine or Self-Isolate if:**

- Any Participant who has a member of their household who has travelled outside of Canada and has experienced any symptoms identified on the verbal health screening questionnaire within the last 14 days is not permitted to enter any part of the facility and must quarantine and self-isolate
- Any Participant with any symptoms of COVID-19 is not permitted to enter any part of the facility and must quarantine and self-isolate
- Any Participant who is in quarantine or self-isolating as a result of contact with an infected person or in families who are self-isolating, is not permitted to enter any part of the facility

# Travel

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Transportation to and from the facility should align with Provincial Guidelines

- Travel within the Province for sport, recreation and physical activities is permitted for all approved programming under the current version of the Skate Canada: Alberta-NWT/Nunavut protocols.
- To align with physical distancing requirements group transportation (team buses or vans) is not permitted.
- Transportation to and from activities should be arranged so that only individuals from the same household or cohort members share rides (see the Provincial Health Guidelines for further information on Carpooling and Cohort Families).
- Individuals taking public transportation to the facility must immediately upon arrival wash their hands thoroughly with soap and water or use an alcohol-based hand sanitizer if soap and water is not available.
- When exiting the facility, after training, individuals should minimize the time spent in parking lots and maintain physical distancing when returning to vehicles or homes.

## First Aid/Emergencies Process

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Clubs, Skating Schools and Coaches must ensure personal protective equipment (which includes medical masks and disposable gloves) is immediately available IF first aid treatment is required.

In the event that a participant requires first aid, a parent/guardian will be called to tend to their child's injury, when possible.

If not possible, the attending person must wear appropriate Personal Protective Equipment (PPE) including a medical mask and disposable gloves.

Proper hand washing and PPE Doffing should take place immediately following any in-person interaction.

The coach or person attending to the injured skaters must fill out an Incident Report and submit to Cheryl Wiese (email [Cheryl.tasc@gmail.com](mailto:Cheryl.tasc@gmail.com)) or leave in the locked mail box at the TLC for pick up.

# Registration

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All registrations will be online from our website ([www.triareaskatingclub.com](http://www.triareaskatingclub.com)).

In order to keep track of our numbers on the ice, we need to have registration confirmation before the start of a session.

Preferred method of payment would be via credit card or E-Transfer. However, if these options do not work for you, please make alternate arrangements directly with Cheryl Wiese ([Cheryl.tasc@gmail.com](mailto:Cheryl.tasc@gmail.com) or 780-201-8558) to pay via cheque or cash.