

Tri Area Skating Club

Return to Skating Protocols

For StarSkater Programs

Updated:
11-5-2020

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Introduction

To all Tri Area Skating Club Members

We, along with Skate Canada and the Tri Leisure Centre 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 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

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

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). Updated Sept 14

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) 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.

Cheryl will be in close contact with the coaches to update on who's forms have been received & those who are outstanding for the first day of skating.

The assigned Check-In Individual will follow up with any skater who has not handed-in prior to attending. The Check-in will accept the signed paper copy, place them all in an envelope, then leave for Cheryl to pick up in the locked mail box at the TLC.

They are to keep in mind all sanitizing protocols that are to be followed. Hand sanitizer to be used after exchange of any paper products.

Participant Compliance & Enforcement

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, Coach, or Executive President to be followed up immediately.

COVID-19 Education

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
- **Hand Sanitizing** - <https://www.youtube.com/watch?v=JWdytA-jLt8&feature=youtu.be>

Physical Distancing

- Warm up at home before coming to the arena or outside if possible, maintaining physical distance of 2m at all times.
- Arrival/departure to the TLC maintains 2m 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 2m distancing should be maintained entering on-ice and off the ice, this measure includes rests on benches.
- Skaters are required to maintain physical distance of 2m at all times with skaters and coaches while training 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.
- Any use of technology (iPads, phone videotaping) must adhere to the physical distancing rules to remain 2m apart, no common touch of equipment.
- No hugs, handshakes, high fives or anything that bring members closer than 2m in contact is permitted.
- Dance Partnering is not permitted at this time. Use solo or shadow dance formats.

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 by participants during intense physical activity.
- Our coaches will be wearing masks to protect you while skating. With the exception of Star 8+ when intense physical activity is required by the coach to teach a dance/skill lesson, they may remove their mask but must maintain 2m social distancing at all times.
Updated Sept 10
- 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

Skater Protocols & Procedures

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
- Warm-Up at home or outside remaining 2m apart at all times
- Arrive at the arena no earlier than 15 mins before your skating session
- Put skates on outside or in car (if possible), leave skate bag in vehicle
- **Wear a mask upon entering the TLC or Glenn Hall Arena**
- Follow all TLC or GH signs and procedures
- Check-In using the QR code procedures – For contact tracing & verbal health screening
- If you need to put on skates, you may use the assigned dressing room. You must use the designated spots, as laid out by the TLC & follow sanitizing instructions before & after use. ~~No shoes or personal effects may be kept in the dressing room, they must be brought to the players bench area.~~ – Revised Aug 18; [Revised Nov 5](#)
- Use Hand Sanitizer and put on skating gloves prior to entering the ice surface
- Enter the arena through the assigned dressing room (TLC)
- ~~Place personal items in a small bag or backpack, on the assigned table (No large skate bags allowed)–~~ [Revised Nov 5](#)
- Small bags & shoes/boots may be kept in the dressing room. [Updated Nov 5](#)
- Enter the ice surface in single file and physically distanced from other skaters and coaches

Entry & Exit Procedures

Upon Arrival or departure at the TLC or GH you must maintain 2m physical distancing at all times. Follow directional arrows and physical distancing reminder stickers throughout the facility. **Wear a mask upon arrival and departure of the arena.**

Personal Hygiene

- Frequent hand hygiene - before, during and after the activity.
- Exhibit good respiratory etiquette (i.e. sneeze or cough into the crook of the elbow, no spitting, no clearing of nasal passages, coughing or sneezing into a tissue).
- Bring own Kleenex, and immediately upon use dispose in garbage can and sanitize hands.
- Skaters should refrain from touching their eyes, nose, mouth and face during skating.

Personal Items

Items to bring into arena:

- Personal Hand Sanitizer
- Kleenex
- Mask
- Gloves
- Keys/wallet/phone
- ~~**Labeled Ziplock bag to hold contents**~~ Revised Nov 5
- 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
- Skates/hard guards/skate drying rag
- Snack – No sharing of food will be permitted

~~A table will be provided at each Bench for participants to place any personal items.~~ Revised Nov 5

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

Attire

Wear clean clothes and gloves for each day of training. Make sure used clothing and gloves are washed immediately when you return home from training.

Dressing Rooms

~~Dressing Rooms are currently only being used as a walkthrough entryway to the ice & for putting on skates (TLC only). No storing of belongings is allowed.~~ Revised Aug 18; Revised Nov 5

Restrooms/Washrooms

Please try go to the washroom before coming skating. If you do need to use the washroom, please use caution and follow hygiene processes. 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.

Warm Up/Cool Down

Warm up at home before coming to the arena or outside if possible, maintaining physical distance of 2m.

Tri Leisure Centre - Skates On/Off – Updated Nov 5

Skaters must come dressed and carry minimal equipment. If possible wear skates with hard guards on entering the facility.

Small bags are now permitted and stored in the dressing room. Updated Oct 15; [updated Nov 5](#)

Skaters may use the dressing room to put skates on. Max Capacity is 12 for Dressing Room # 1 & 8 for all others. Revised Sept 2

You must use the designated spots, as laid out by the TLC & follow sanitizing instructions before & after use. – Revised Aug 18

Additional chairs will be added in the lower floor Arena area for skaters to change out of skates. Revised Sept 2

~~No shoes or personal effects may be kept in the dressing room, they must be brought to the players bench area.~~ [Revised Nov 5](#)

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. They may use the chairs outside the Leisure Ice area, provided by the TLC. If you use these chairs participants **MUST** use the spray/cleaning wipes provided to disinfect their change area before and after use. Revised Sept 2

Parents are to keep out of skater spaces (AHS). – Revised Sept 2

Program Assistants and Coaches will be unable to aid in putting on/taking off skates.

Entry/Exit from ice surface

Traffic flow signage will be posted for each ice surface as follows:

- ENTRANCE - Assigned Dressing Room (whiteboard)
- EXIT - ~~Referee Gate/Door~~ Through the assigned Dressing Room - [Revised Nov 5](#)

Skaters are to leave the facility within 15 mins of the completion of their ice time.

Floods

- Exit – Dressing Room
- Sanitize Hands immediately
- Masks are mandatory once off the ice in dressing rooms or in public areas – Sept 9
- Can remain in Dressing Room – maintaining 2m distancing apart at all times
- Adhere to the capacity number of participants that can be in the dressing room at one time. Dressing Room # 1 – 12; All Others – 8 – added Sept 9
- Arrive no earlier than 5 mins back to the ice surface

Benches

Player benches may be used to tighten skates. Benches will be marked with assigned seating by the TLC, for a maximum of 5 skaters per bench, to maintain 2m physical distancing. Revised Sept 2

Skaters to sanitize bench after each use.

Glenn Hall Arena - Skates On/Off – Updated Nov 5

- Dressing rooms are now open for use. It is recommended that skaters come dressed to prevent extended gatherings in the dressing rooms. – Updated Oct 15
- Please proceed directly to the assigned dressing room upon arrival.
- Wear a mask while in dressing room.
- Equipment bags are now permitted to be kept in the Dressing Room. Updated Oct 15
- Exit the facility within 15 minutes after your ice time to allow time for staff to prepare the facility for the next group.
- Exit through the doors at the end of the hallway (not through the lobby) if it's the Club's last ice session of the day and a new user group is entering. [Updated Nov 5](#)

Music

Coaches will be responsible for playing music, using the club iPods & iPad. There will be 1 provided for each arena.

Each coach is responsible for sanitizing all touched surfaces before & after use.

No skaters will be allowed to access music selections.

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 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

- 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 via email)
- Check-In using the QR code procedures for Contact Tracing Attendance
- DO NOT share water bottles or personal items
- Minimal public spectators allowed during Phase 2 (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.

Self-Screening Measures

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
- STAFF / COACH / CHOREOGRAPHER / VOLUNTEER CHECKLIST

On-Site Health Screening

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. Updated Sept 14

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

HEALTH SCREENING QUESTIONNAIRE Updated October 9, 2020

This questionnaire must be completed by each individual **prior** to participation in any Skate Canada Alberta-NWT/Nunavut Section events or activities. Information must be recorded and initialed by the individual responsible for tracking attendance on the Participant 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.

*Individuals with fever, cough, shortness of breath, runny nose, or sore throat, are required to isolate for 10 days per CMOH Order 05-2020 unless they receive a negative COVID-19 test and are feeling better. Use the AHS Online Assessment Tool to determine if testing is recommended and follow information on isolation requirements.

1. Does the attendee 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
• Runny Nose*	YES	NO
• Chills		
• Painful swallowing	YES	NO
• 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 attendee travelled outside of Canada in the last 14 days? ¹	YES	NO
3. Has the attendee had close contact ² with a confirmed case of COVID-19 in the last 14 days?	YES	NO
4. Has the attendee had close contact with an individual who has any one of the first 5 symptoms on the list (shaded) AND who is a close contact of a confirmed case of COVID-19 in the last 14 days?	YES	NO

¹Individuals legally required to quarantine for 14 days when entering or returning to Alberta from outside Canada

²Face-to-face contact within 2 metres. A health care worker in an occupational setting wearing the recommended personal protective equipment is not considered to be close contact.

If you have answered **YES** to any of the above questions do not participate. Proceed home and use the AHSOnline Health Assessment Tool to determine if testing is recommended.

Contact Tracing Processes

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. Updated Sept 14

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.

When skating is taking place outside of a club setting, the coach is responsible for ensuring this logging, tracking and submission to club or skating school is completed.

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 with a scheduled Volunteer or coach so they may be logged into our mandatory daily Contact Tracing Log.

The Contact Tracing logs will be kept in a binder & securely locked in our storage lockers at the TLC & Club Office at GH, at the end of the ice session. Forms will be shredded after the 4-week requirement. Updated Sept 10

Check-In for Contact Tracing will now be done using our QR code/Google Form procedures. Each skater must Check-In prior to entering the ice surface each day. Updated Oct 15

COVID-19 Response Plan

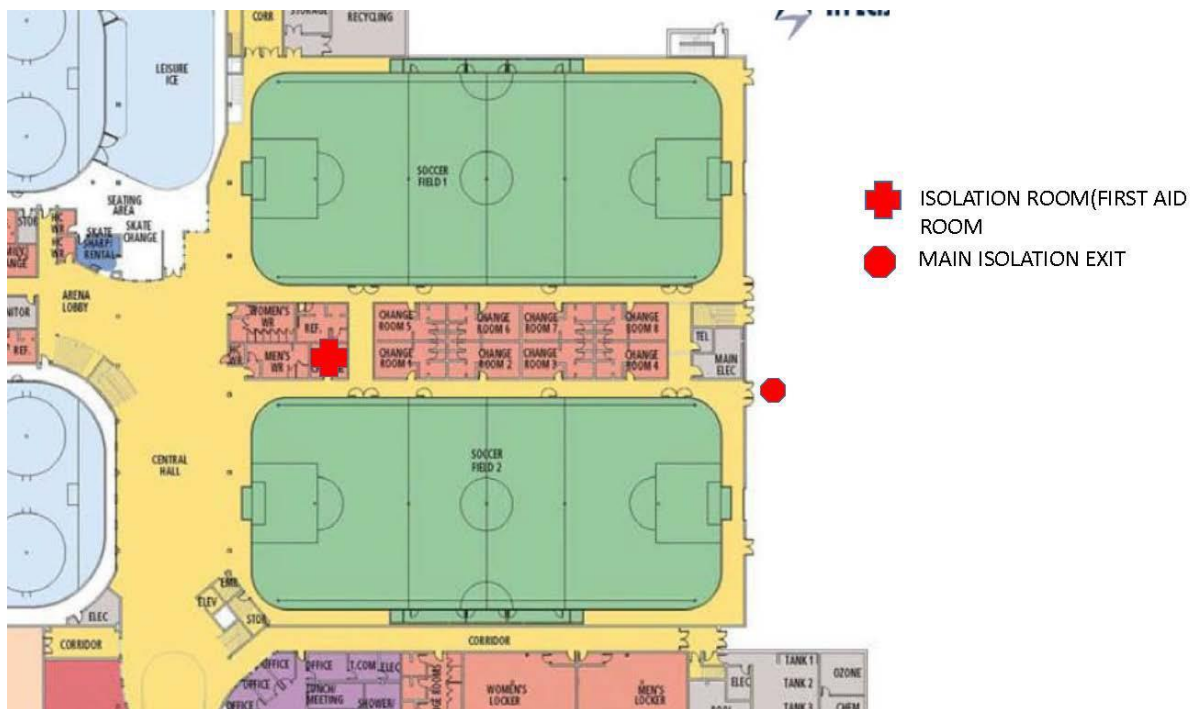
A “participant” includes a club or skating school employee, coach, choreographer, volunteer, official, skater or parent / spectator.

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 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
- Minimum mandatory 10-day isolation for participant with symptoms that are not related to a pre-existing illness or health condition: cough, fever, shortness of breath, runny nose or sore throat – Revised Sept 2

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
- Minimum mandatory 10-day isolation for participant with confirmed COVID-19 test – Revised Sept 2
- 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

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 for at least 14 days or until the diagnosis of COVID-19 is ruled out by health authorities
- 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
- Close contact of people with confirmed COVID-19 must isolate for a minimum of 14 days

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 from a household with someone showing 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

Parents & Spectators

Tri Leisure Centre

To limit and contain the number of patrons in the building, the TLC has **opened up the 2nd level Arena Viewing area** to support spectators in both North and South arena.

Please note the following changes as of September 2nd

- **Masks are mandatory upon entrance to the TLC and required in all off ice areas**
- One parent/guardian is allowed per participant. It is preferred that no additional spectators, including children, are brought into the facility. If children must come out of necessity, they must be seated with their parent/guardian.
- Upon arrival, participants must go directly to their designated area to put on skates; spectators must go directly to the (upstairs) seating area (unless required to tie skates).
- Bleachers are now open, Physical distancing of 2 metres must be maintained by spectators at all times, unless from the same household (Alberta Health Services-AHS).
- Spectator capacity will be limited to 50 people per rink (100 total in the arena stand area) – [Updated Nov 5](#)
- Masks covering your nose and mouth are required even while seated in the stands. [Updated Nov 5](#)
- Eating and drinking in the stands is permitted when seated however, please replace your mask in between bites/sips. [Updated Nov 5](#)
- Limited lower South Arena window access due to hallway access to arenas/fields, must keep hallway clear of congestion – updated Sept 5
- Please adhere to the clearly marked area access and signage.
- No lower level spectator access for North arena by Operator desk or inside Leisure Ice.
- Parents are to keep out of participant spaces (AHS)
- Cheering and yelling is strongly discouraged as it presents a high risk of spreading droplets (AHS).
- Access to viewing area should be for the duration of booking only
- Parent socializing is encouraged outside the building.
- When possible, please encourage parents to drop-off and pick up to reduce the amount of patrons inside the building.
- Most important, please be respectful of staff and adhere to the rules set in place at the TLC

Glenn Hall Arena – Added Sept 2

- It is highly recommended that only one parent / guardian attends per participant. It is preferred that no additional spectators, including children, are brought to the facility. If children must come out of necessity, they must remain seated with parent / guardian
- Please proceed directly to the spectator seating area upon arrival, unless tying skates for a participant.
- Sections of the bleachers will be closed.
- No meetings are allowed at the facility, including bleachers or lobbies

Travel

Transportation to and from the facility should align with Provincial Guidelines. Updated Sept 14

- ~~• Activities should be restricted to local community opportunities. Participants should not seek sport, physical activity and recreation opportunities in other Alberta Health Zones, regions, or out of province.~~
- ~~• The guidance states to seek sport opportunities in your own community. This means your neighbourhood, town or municipality. Alberta is divided into five health zones: South, Calgary, Central, Edmonton, and North. A map of the five zones can be found at:~~

~~https://www.albertahealthservices.ca/assets/zone/ahs-map_ahs-zones.pdf~~

- ~~• Albertans should only participate in cohorted sports and physical activities within the zone where they reside; at this time, do not travel for sport to different zones/regions within Alberta (inter-regional) or outside of, or out of province (cross-jurisdictional).~~
- 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. Added Sept 14
- 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.

Assessment Days & Competitions

Assessments

Assessments are now permitted in Phase 2. Updated Sept 14

The following guidelines must be followed for Assessments:

- Evaluators should reside in the same health zone or region as the assessment day venue whenever feasible
- Clubs and Skating Schools are required to screen Evaluators prior to their participation in an Assessments and must also conduct daily health screening when the Evaluator arrives on-site at the arena
- Contact Tracing Logs must be completed for all participants, coaches, evaluators, volunteers, and spectators. See CSO-010 for additional information.
- Physical distancing measures between the Evaluator and skaters, coaches and volunteers must be maintained at all times during the Assessment
- Clubs must follow all guidelines with respect to training group sizes during an Assessment
- Attention should be paid to ensure that the area where the Evaluator will be located has been sanitized prior to their arrival
- Dance partnering is not permitted at this time unless part of dance/pair cohort (see protocol CSP-003 for additional information). Masks must be worn by both the skater and shadow when the shadow dance format is used
- Refer to CSO-14 regarding registration. Alternative methods of payment other than cash should be utilized to manage the risk of contact transfer
- Evaluators may provide results verbally provided the skater, coach and evaluator wear face-masks and maintain 2 meters distancing.
- Procedures must be developed for the safe handling of documents (including assessment or summary sheets) to reduce shared contact between individuals. Electronic means should be used whenever feasible.
- Music should follow the requirements listed in protocol STA-013
- Shared food and beverages are not permitted
- The Evaluator is responsible for providing their own clipboard, pens, pencils and/or blanket for use during the assessment

Coach Assessments – Star 1-5, and Star 6-Gold Skills

- Coach Assessors may provide results verbally provided the skater, their coach and the Coach Assessor wear face-masks and maintain 2 meters distancing.
- Procedures must be developed for the safe handling of documents (including assessment or summary sheets) to reduce shared contact between individuals. Electronic means should be used whenever feasible.
- Dance partnering is not permitted at this time. Masks must be worn by both the skater and shadow if the shadow dance format is used.
- Physical distancing measures between the Coach and skaters must be maintained at all times
- Music should follow the requirements listed in protocol STA-013
- The Coach Assessor is responsible for providing their own clipboard, pens, pencils for use during the assessment

Competitions: Updated Sept 14

Effective immediately, Provincial and Regional Competitions where 2 metres physical distancing can be maintained are permitted will not be held during Phase 2.

- All Federal, Provincial, Municipal, public health orders in addition to any facility protocols & guidelines must be adhered to at all times
- Skate Canada: Alberta-NWT/Nunavut Return to Competition protocols must be adhered to for all Provincial and Regional competitions.
- This excludes CanSkate Element and STAR 1-3 Club Events and Synchro Events at this time

Simulations: Updated Sept 14

- All Federal, Provincial, Municipal, public health orders in addition to any facility protocols & guidelines must be adhered to at all times
- Skate Canada: Alberta-NWT/Nunavut most current version of Return to Play and Return to Competition protocols (where applicable) must be adhered to
- Daily Health Screening and Contact Tracing Logs must be completed for all participants, coaches, officials, volunteers, and spectators. See CSO-010 for additional information.
- Attention should be paid to ensure that the area where the Official will be located has been sanitized prior to their arrival
- Music should follow the requirements listed in protocol STA-013
- Officials should reside in the same health zone or region as the venue wherever possible
- Officials and volunteers must be screened prior to their participation in a Simulation
- Shared food and beverages are not permitted
- 2 metres physical distancing between Officials, and skaters, coaches and volunteers must be maintained at all times
- Skaters must maintain 2 metres physical distance at all times unless part of a dance/pair cohort
- Monitoring feedback should be provided verbally or electronically. If feedback is provided verbally masks should be worn by officials, skaters and coaches

Scheduling

Scheduling will be on a Month-to-Month, as the TLC confirms their ice schedules. Schedules subject to chance.

Consideration must be made to avoid overlapping different groups, to allow for adequate time to clean and sanitize between groups.

Watch for updates

Registration

All registrations will be online, as per previous sessions.

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 or 780-201-8558) to pay via cheque or cash.

Coaches Procedures

Coaches are to follow all the same Protocols & Procedures the skaters are, along with the following additional information:

Personal Protective Equipment (PPE)

Recommended to wear non-medical face mask or face shield while coaching during programming where physical distancing is maintained.

Our coaches will be wearing masks to protect you while skating. With the exception of Star 8+ when intense physical activity is required by the coach to teach a dance/skill lesson, they may remove their mask but must maintain 2m social distancing at all times. – updated Sept 10

Physical distancing must always be maintained if there is not a sport cohort in place.

On-Ice Coaching

It is recommended that Coaches and Choreographers coach from one spot on the ice or at the edge of the ice, whenever possible. If required to move, a minimum of 2m must be maintained between the skater(s) and the Coach, Program Assistant or Choreographer at all times unless part of the sport cohort.

Technology Use

Any use of technology (iPads, phone videotaping) must adhere to the physical distancing rules to remain 2m apart, no common touch of equipment.

Music

Clubs must determine a safe way to play music or use technology while following physical distancing and hygiene measures. Clubs should consider the following:

- Designating one person per session to play music
- Providing access to music playing equipment in an open area (i.e. long cord to rink-side for use with iPods/phones)
- Providing sanitizing wipes to be used in between each session or user of music equipment
- Individual training tools (such as iPad / Dartfish) must be operated by one designated individual and may not be shared or be a common touch item.

Harness

Harnesses are now permitted. Updated Sept 14

Our harness at the TLC is currently under inspection & is not ready for use.

Effective immediately, the use of harnesses is permitted in the following situations:

- Use of mounted and portable harnesses is permitted
- Skaters must be able to strap themselves into the harness safely
- The coach must wear a non-medical face mask at all times when the harness is in use. If the skater does not wear a face mask while in the harness it is recommended that the coach wear a face-shield in addition to a non-medical facemask for additional protection against the spray of droplets.
- Provincial Guidance requires regular hand hygiene and cleaning of high-touch surfaces in sports/activities that involve shared equipment. Shared equipment should be cleaned and disinfected between each use.
 - All non-porous/hard surfaces on the harness must be disinfected and/or sanitized before and after each use using a spray or wipe
 - Material surfaces (fabric/nylon) including the harness belt should be thoroughly cleaned with soap and water between participants or be isolated for a period of 48 hours
 - It is recommended that the harness manufacturer be contacted if any product other than soap and water will be used on the harness belt. Disinfectants or products that contain bleach can damage the stitching in the belt and impact the design and strength requirements of the harness.
- The coach/skater should sanitize their hands before and after use
- Coaches should be maintaining 2m distance from skaters whenever feasible. No physical contact is permitted between the coach and skater during harness use, unless in the case of a medical emergency.
- Harness lessons should be limited to no more than 15 minutes with adequate time allowed in between lessons to clean and disinfect the equipment
- Consider additional clean harness or chest straps to rotate skaters between harness lessons if multiple skaters in a day are to be accommodated

STAFF / COACH / CHOREOGRAPHER / VOLUNTEER CHECKLIST

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 via email 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 via email)
- Check-In using the QR code procedures 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
- 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.

First Aid/Emergencies Process

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, consider having a family member attend to the injured, 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) or leave in the locked mail box at the TLC for pick up.

Club Office & Storage Rooms

Our Glenn Hall Arena office may be used by coaches to use to put on/take off skates & store personal items. – updated Sept 10

Coaches must sanitize their chair when finished.

Our Contact Tracing Binder will be kept in the office when not in use, along with extra cleaning supplies (hand sanitizer, sanitizing wipes, disposable masks & gloves). Please notify Cheryl at Cheryl.tasc@gmail.com when supplies are running low.