



**Parks & Recreation  
COVID-19 SAFETY PLAN  
RECREATION & FITNESS PROGRAMS  
(Outdoor & Indoor)**

December 16, 2020 v3

*subject to change*

The District of Summerland owns and operates a variety of outdoor and indoor recreation spaces including parks, beaches, sport fields, playgrounds, sport courts, natural areas, public washroom buildings, special purpose parks, meeting rooms, banquet hall and various amenities.

The District of Summerland is committed to adapting parks and recreation opportunities which align with [BC's Restart Plan](#) and the Provincial Health Office (PHO) guidelines and directives.

The BCRPA Guideline for Restarting Recreation provides the District with a framework to apply to the provision of recreation and parks services during the pandemic.

Following the recent advice from the Provincial Health Officer, and in support of the health and safety of the community, **wearing masks are mandatory** in District of Summerland facilities. Masks are recommended while participating in activities and sports, but must be worn at all time when not exercising and in public areas (i.e. lobby, change rooms, etc.).

The District of Summerland is responding to the direction of the Public Health Officer Gatherings and Events Order for indoor group exercise which notes that:

- Indoor group **low intensity** exercise may resume with an updated COVID-19 Safety Plan in accordance with the measure provided in the [Public Health Guidelines for Group Low Intensity Exercise](#).
- Indoor group **high intensity** exercise is not permitted at this time.

This document is intended to provide our instructors/volunteers and participants an understanding of the District of Summerland's protocols and the requirements of the participants, and instructor/volunteers who are conducting recreation and fitness programs in District of Summerland and rented facilities.

## **DISTRICT OF SUMMERLAND PROTOCOLS**

**The District of Summerland is responsible to:**

1. Contact Tracing – Contact information (name and phone number or email) of staff and participant attendance kept and made readily available for Public Health up to 30 days.
2. Complete a Facility Assessment of program spaces prior to start of program.
3. Provide on-site signage outlining COVID-19 expectations for the program participants.
4. Post Daily Health Screening for participants to read prior to attending program.
5. Provide Instructor sign-in sheet for instructor to acknowledge Daily Health Screening.

6. Update Instructor/Volunteer Program Agreements with protocols and COVID-19 information as recommended by the Municipal Insurance Association of BC.
7. Ensure instructors/volunteers sign the Program Agreement prior to the start of the program.
8. Update participant Waivers/Informed Consent with COVID-19 information as recommended by the Municipal Insurance Association of BC.
9. Schedule classes to ensure there is at least 10 minutes between classes where no patrons are in the program space.
10. Pre-registration is required and no drop-ins are allowed.
11. Cancellations will be allowed due to illness.
12. Ensure all mechanical heating, ventilation, air conditioning (HVAC) systems are working properly and fresh air intake on ventilation system has been increased as much as possible.
13. Facility cleaning as per the BC CDC guidelines.
14. Close change rooms and showers and require participants to come in exercise attire. Washroom access will be provided in facility locations.
15. Post occupancy and fitness class limits in facility space.
16. Create a Parks & Recreation COVID-19 Safety Plan.
17. Provide site specific COVID-19 Facility Guidelines where applicable.

## PARTICIPANT PROTOCOLS

### **Program Registration/Waivers/Informed Consent:**

- Participants are required to review and acknowledge the new program Waivers/Informed Consent.
- Participants must acknowledge the participant protocols during the program registration process.
- The District of Summerland and its agents will not cover COVID-19 claims.

### **Physical Distancing:**

- 2.5 metres physical distancing in place during fitness classes.
- 2 metres physical distancing required in all facility common areas (i.e. lobby, hallways, entrance, etc.).
- Participants must stay within designated exercise area for the duration of the workout.
- No socializing or gathering, before, during or after your program.
- Arrive 5 minutes prior to class and please leave immediately after the class including in the parking lot.

### **Hand Hygiene & Equipment Cleaning:**

- Wash your hands frequently with soap and water. If soap and water are not available, please use hand sanitizer.
- Refrain from touching your face, cough and sneeze into tissue or elbow.
- Do not share equipment.
- Bringing own equipment to class is encouraged. If required to utilize District of Summerland's equipment, please clean before and after use.

**Daily Health Screening:**

- Participants will be required to complete daily entry requirement before entering the facility:
- Please do not enter this facility if you:
  - Have travelled outside of Canada within the last 14 days
  - Have been identified by Public Health as a close contact of someone with COVID-19
  - Have been told to isolate by Public Health
  - Are displaying any of the following new or worsening symptoms:
    - Fever (above 37.6C or 99.7F)
    - Cough
    - Shortness of breath or difficulty breathing
    - Loss of sense of taste or smell
    - Body aches (muscles and joints aching)
    - Diarrhea
    - Headache
    - Other milder symptoms: ie. Runny nose, fatigue, sore throat, vomiting or red eyes

If any program participant answers yes to the health screening question, they will not be permitted to attend the program. Anyone who has the symptoms of COVID-19 is recommended to go straight home and consult the self-assessment app at <https://bc.thrive.health/> or contact 8-1-1 for further guidance related to testing and self-isolation.

**Masks:**

- Mask must be worn at all times when not exercising.
- Mask can be worn during exercise, but not required.
- People who are unable to wear a mask due to a health condition or a physical, cognitive or mental impairment, and people who are unable to put on or remove a mask without assistance of another person are exempt from mask requirements. People who are unable to wear a mask must maintain at least 2 metres distance at all time when in the facility.

**General:**

- Bring your own water bottle.
- Participants are expected to arrive in exercise attire as change rooms won't be available.
- Participants should bring as much of their own equipment as possible (e.g. exercise mats, weights, etc.)

**INSTRUCTOR/VOLUNTEER PROTOCOLS**

**Daily Health Screening Controls:**

- Participants will be required to review posted Daily Health Screening before entering the facility.
- Instructors must complete Daily Health Screening and complete sign-in form prior to starting program.
- Please do not enter this facility if you:
  - Have travelled outside of Canada within the last 14 days
  - Have been identified by Public Health as a close contact of someone with COVID-19
  - Have been told to isolate by Public Health
  - Are displaying any of the following new or worsening symptoms:
  - Do you have any of the following symptoms:
    - Fever (above 37.6C or 99.7F)

- Cough
- Shortness of breath or difficulty breathing
- Loss of sense of taste or smell
- Body aches (muscles and joints aching)
- Diarrhea
- Headache
- Other milder symptoms: ie. Runny nose, fatigue, sore throat, vomiting or red eyes

If any program participant answers yes to the health screening question, they will not be permitted to attend the program. Anyone who has the symptoms of COVID-19 is recommended to go straight home and consult the self-assessment app at <https://bc.thrive.health/> or contact 8-1-1 for further guidance related to testing and self-isolation.

**Physical Distancing Controls:**

- 2.5 metres physical distancing in place during fitness classes.
- 2 metres physical distancing required in all facility common areas (i.e. lobby, hallways, entrance, etc.).
- Instructors should remain in a designated “instructor area” throughout the class where they can maintain 2.5m physical distance.
  - Instructor must give verbal rather than hands-on correction for yoga/Pilates, etc.
- No socializing or gathering before, during or after the program including in the parking lot.
- Inform participants that they should arrive 5 minutes prior to class and please leave immediately after the class.
- Ensure that room occupancy does not exceed posted limits.
- Ensure that the participants stay within their designated exercise area for the duration of the workout.

**Personal Protective Equipment (PPE):**

- Disposable gloves are not required unless an instructor/volunteer is conducting first aid or carrying out duties that regularly require the use of them. Gloves are not to be used as replacement for proper and frequent hand hygiene. Wearing gloves may actually help spread the coronavirus as workers may unintentionally touch something or someone contaminated with the coronavirus with their gloved hand.

**Hand Hygiene:**

- Wash your hands frequently with soap and water. If soap and water are not available, please use hand sanitizer.
- Refrain from touching your face, cough and sneeze into tissue or elbow.

**Audio Controls:**

- Instructors for exercise classes require microphones so that they are not required to raise their voices beyond a normal speaking volume.
- Music must be kept below speaking volume in order to reduce singing or shouting.

**Cleaning & Disinfecting:**

- Cleaning and disinfecting product will be available at each location. Instructor/volunteer must follow cleaning protocols as outlined by the Recreation Coordinator.
- Adapt programming where possible to minimize the use of equipment.
- Encourage participants to bring and use their own equipment.
- If District of Summerland equipment is required, clean before and after use.
- Ensure that participants do not share equipment.

**Ventilation**

- Open outer doors and windows if possible.
- Do not use floor or wall fans during classes.

**Masks**

- Instructors must wear mask at all times unless they are exercising or are in the 2.5mX2.5m “instructor area”.
- Masks must be worn at all times when not exercising.
- Masks can be worn during exercise, but not required.
- People who are unable to wear a mask due to a health condition or a physical, cognitive or mental impairment, and people who are unable to put on or remove a mask without assistance of another person are exempt from mask requirements. People who are unable to wear a mask must maintain at least 2 metres distance at all time when in the facility.

**First Aid Controls:**

- Instructors/volunteers will be required to following the [OFAA protocols during the COVID-19 pandemic for first aid protocols](#).
- Instructors will have portable first aid kit with them onsite.
- Instructors will be provided with PPE for first aid care to utilize if they cannot maintain physical distancing.

**COVID-19 SAFETY PLAN**

The purpose of Safety Plans is to identify the specific control measures that will be taken in order to mitigate the risk of virus transmission, the party responsible for ensuring compliance within the user group, and include but is not limited to, a plan on managing physical distancing, common touch areas, and flow of participants.

The Province has highlighted 5 principles for every situation in the [BC Restart Plan](#):

## Five Principles For Every Situation

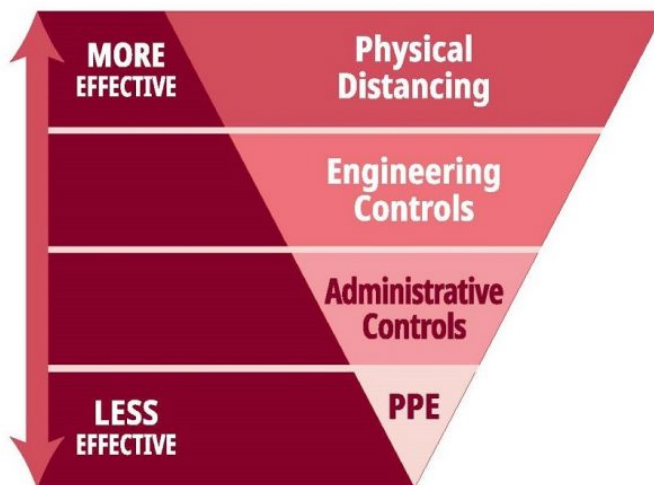
Personal Hygiene:	Stay Home if You Are Sick:	Environmental Hygiene:	Safe Social Interactions:	Physical Modifications:
<ul style="list-style-type: none"> <li>• Frequent handwashing</li> <li>• Cough into your sleeve</li> <li>• Wear a non-medical mask</li> <li>• No handshaking</li> </ul>	<ul style="list-style-type: none"> <li>• Routine daily screening</li> <li>• Anyone with any symptoms must stay away from others</li> <li>• Returning travellers must self-isolate</li> </ul>	<ul style="list-style-type: none"> <li>• More frequent cleaning</li> <li>• Enhance surface sanitation in high touch areas</li> <li>• Touch-less technology</li> </ul>	<ul style="list-style-type: none"> <li>• Meet with small numbers of people</li> <li>• Maintain distance between you and people</li> <li>• Size of room: the bigger the better</li> <li>• Outdoor over indoor</li> </ul>	<ul style="list-style-type: none"> <li>• Spacing within rooms or in transit</li> <li>• Room design</li> <li>• Plexiglass barriers</li> <li>• Movement of people within spaces</li> </ul>

The Restart Plan also includes the hierarchy of controls for COVID-19 which are fundamental to the information the recreation sector needs to restart operations:

### Hierarchy of Controls For COVID-19

The hierarchy of controls is a framework for reducing transmission hazards. The most effective controls are at the top of the pyramid.

Source: Koehler, K, Rule A. Can a mask protect me? Putting homemade masks in the hierarchy of controls. [Internet] 2020 April 2. Johns Hopkins Education and Research Center for Occupational Safety and Health.





#### WorkSafe BC protocols for Group Fitness

- Group classes should only be offered if physical distancing measures can be maintained. The provincial health officer's order on gatherings and events, which prohibits gatherings of more than 50 people, does not apply to regularly scheduled fitness classes.
- Consider holding outdoor classes to ensure the 2 metre physical distancing requirement is maintained.
- High-intensity classes may result in greater dispersion of droplets from each participant due to higher intensity breathing in addition to participant movement. Position instructors well away from participants, and follow guidance from public health on the appropriate spacing between participants in these types of activities.
- High-powered fans may result in greater dispersion of droplets. Consider further reducing class sizes to maintain room temperature at manageable levels without the use of high-powered fans.
- Mark a designated exercise area for each client to stay inside of during a workout.
- Consider removing unused equipment from group fitness rooms to create additional space for clients.
- Ensure that classes are scheduled at appropriate intervals to allow for time to clean, sanitize, and ventilate the space between classes.
- Schedule time between classes to allow for appropriate cleaning, disinfecting, and ventilating.

#### **Physical Distancing Controls**

This will be the most fundamental health measure in decreasing the transmission of COVID-19. The essential implementation of this health measure is to provide at least 2.5 metres of space between people during fitness classes and 2 meters of space between people in all other common areas.

The District of Summerland is following the [BCRPA Guideline for Restarting Recreation](#) and the [Public Health Guidelines for Group Low Intensity Exercise](#) for determining the spacing and occupancy numbers for recreation and fitness programs.

To determine overall occupancy: each workout room/space must have at least 7m<sup>2</sup> (2.5m X 2.5m plus a safety allowance of 20%) of unencumbered useable floor space per patron/staff who will be in the space during an exercise class, with a maximum of 25 patrons/staff in any exercise class or room (regardless of the space above)

#### **Contract Tracing**

Contact information (name and phone number or email) of staff and participants attendance must be kept in a format that can be made available if needed by Public Health.

Contact Information and attendance must be kept for 30 days.

#### **Cleaning, Disinfection & Ventilation Controls**

District of Summerland will ensure adequate hand washing facilities are available and/or will provide hand sanitizer. Instructors, volunteer and participants are required to wash/sanitize their hands when they arrive and leave the program location.

**Ventilation:**

- Outer doors and windows left open or partial open at all times (if possible)
- All mechanical heating, ventilation, and air condition (HVAC) systems are working properly.
- Fresh air intake on ventilation system has been increased as much as possible.
- All use of floor and wall fans discontinued.

**Cleaning and Disinfection:**

The District of Summerland will provide disinfectant in a spray bottle and paper towels to wipe down equipment.

The following product will be used for cleaning and disinfection control:

- [EP50 Multi-Purpose Cleaner](#)
- **Virex II 256**
- **Paper towel/Hand towels.**

The disinfectant and paper towels for Instructors/Volunteers will be located in the equipment storage locations.

- All shared equipment must be cleaning and disinfected between each use.
- Other high touch surfaces must be cleaned and disinfected twice per day.
- Where exercise activities involve participants prone or seated on the floor, the floor should be cleaned and disinfected between each class.



## IMPORTANT RESOURCES

### PROVINCE OF BRITISH COLUMBIA

B.C.'s Restart Plan: [https://www.scribd.com/document/460236402/B-C-s-Restart-Plan-Next-Steps-to-Move-Through-the-Pandemic#fullscreen&from\\_embed](https://www.scribd.com/document/460236402/B-C-s-Restart-Plan-Next-Steps-to-Move-Through-the-Pandemic#fullscreen&from_embed)

BC COVID-19 Go-Forward Management Strategy: [https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/bc\\_covid-19\\_go-forward\\_management\\_strategy\\_web.pdf?bcgovtm=20200506\\_GCPE\\_AM\\_COVID\\_9\\_NOTIFICATION\\_BC\\_GOV\\_BCGOV\\_EN\\_BC\\_NOTIFICATION](https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/bc_covid-19_go-forward_management_strategy_web.pdf?bcgovtm=20200506_GCPE_AM_COVID_9_NOTIFICATION_BC_GOV_BCGOV_EN_BC_NOTIFICATION)

B.C. Go Forward Strategy Checklist: [https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/gdx/go\\_forward\\_strategy\\_checklist\\_web.pdf](https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/gdx/go_forward_strategy_checklist_web.pdf)

PHO Orders: <https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/current-health-topics/covid-19-novel-coronavirus>

Public Health Guidelines for Group Low Intensity Exercise:  
<https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19-public-health-guidelines-low-intensity-exercise.pdf>

### HEALTH RESOURCES

Interior Health: <https://www.interiorhealth.ca/Pages/default.aspx>

COVID-19 (B.C.) Provincial Support: <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support>

BC COVID-19 Self-Assessment Tool: <https://bc.thrive.health/covid19/en>

Health Canada Handwashing Guidelines: <https://www.canada.ca/content/dam/phac-aspc/documents/services/diseases-maladies/reduce-spread-covid-19-wash-your-hands/eng-handwashing.pdf>

Health Canada Personal Protective Equipment against COVID-19: <https://www.canada.ca/en/health-canada/services/drugs-health-products/medical-devices/covid19-personal-protective-equipment.html>

Health Canada List of Disinfectants for use against COVID-19: <https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/list.html>

BCCDC Cleaning and Disinfecting: [http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting\\_PublicSettings.pdf](http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting_PublicSettings.pdf)

### POSTERS

COVID-19 Protection: <http://www.bccdc.ca/Health-Info-Site/Documents/COVID19-Prevention.pdf>

Physical Distancing: [http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19\\_PhysicalDistancingPoster.pdf](http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19_PhysicalDistancingPoster.pdf)

Handwashing: [http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19\\_Handwashing%20Poster\\_MD%20offices.pdf](http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19_Handwashing%20Poster_MD%20offices.pdf)

Do not enter if you are sick: [http://www.bccdc.ca/Health-Info-Site/Documents/COVID19\\_DoNotEnterPoster.pdf](http://www.bccdc.ca/Health-Info-Site/Documents/COVID19_DoNotEnterPoster.pdf)

Vulnerable Populations: <https://www.canada.ca/content/dam/phac-aspc/documents/services/publications/diseases-conditions/coronavirus/covid-19-vulnerablepopulations/covid-19-vulnerable-populations-eng.pdf>

Occupancy Limit: <https://www.worksafebc.com/en/resources/health-safety/posters/help-prevent-spread-covid-19-occupancy-limit?lang=en>

Mandatory Masks: <https://www.worksafebc.com/en/resources/health-safety/posters/covid-19-masks-are-mandatory-in-this-workplace?lang=en>

#### **WORKSAFE BC RESOURCES**

Returning To Safe Operations: <https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation>

COVID-19 Safety Plan Template: <https://www.worksafebc.com/en/resources/health-safety/checklist/covid-19-safety-plan?lang=en>

Gyms and fitness centres: Protocols for returning to operation: <https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation/gyms-and-fitness-centres>

#### **SPORT AND RECREATION RESOURCES**

Return to High Performance Sport Framework: <https://www.viasport.ca/sites/default/files/Canada%20-%20COVID-19%20Return%20to%20HP%20Sport%20Framework%20-%20May%202020.pdf>

BCCDC guidance for recreation facilities: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/community-settings/recreation-facilities>

BCRPA Sector Guidelines for Restarting Operations: <https://www.bcrpa.bc.ca/covidguideline>