



Abenaki Aquatic Club Covid-19 Policies & Procedures

In accordance with:

Nova Scotia Day Camp Guidelines (Released 06/12/2020)

&

Atlantic Division Canoe Kayak Canada

Document Created: June 12, 2020

To Be Revised if/when protocols are changed/updated by the Province of Nova Scotia

ILLNESS:

1. Club Management & Board of Directors requires staff & members that they must stay home if:
 - a. They are sick or symptomatic
 - b. Have travelled outside of Nova Scotia in the last 14 days
 - c. They have had close contact with a confirmed case of Covid 19.
 - d. They have been told by public health that they may have been exposed and need to self isolate.
2. Those individuals at higher risk of contracting Covid-19 should consult their health care provider regarding any concerns prior to visiting the property.
3. Staff and members will be monitored by management for symptoms and are advised that if they display symptoms while on the property, they may be asked to consult a health care provider. Abenaki reserves the right to advise anyone suspected of illness to leave the property immediately.
4. If/when updates are made by the province regarding updated signs/symptoms, staff & members will be informed via email and signage on the property will be updated to reflect any changes.
5. Signage will be posted at the main gate of the property and at key points throughout the club premises reminding staff and members to monitor their health and their family members health daily.
6. Limited memberships have been issued for the 2020 season. Designated capacity of patrons on the club's property will be closely tracked by gate staff.

7. Staff have been advised not to attend working hours if they exhibit any kind of illness. If a staff member calls in sick, the club Management will contact that staff member to inquire about symptoms. If symptoms are consistent with Covid-19 - staff will be advised to contact 811 and follow protocols. They will not be allowed to return to work until a health care professional advises them to.
8. If a staff member becomes symptomatic at work, they will immediately wash their hands, avoid contact with other staff and members and go home to isolate. They will call 811 for an assessment to determine if testing is needed.
9. Staff will sign in and out on the daily log maintained by the club manager.
10. If a member/athlete becomes ill while on club property they will be immediately removed from their group and moved into isolation (main office with the Club Manager) Club manager will don PPE (mask, gloves and avoid close contact) Parents/caregivers will be immediately contacted and the child removed from the property. Parents will be advised to contact 811 for further instructions and guidance. Club Manager will document the child's name and anyone who was in contact with that child. Incident Report will be completed immediately and kept in our records for contact tracing purposes.
11. The use of non-medical masks will not be required unless a staff member must get close to an athlete or club member. Staff may make the choice to wear a mask while working. Abenaki will provide masks & PPE for each staff member in the event of an emergency.
12. Club members are not required to wear a mask. Donning a mask will be at the discretion of each member.

COHORTING & PHYSICAL DISTANCING

1. Groups (Cohorts) will be a maximum of 10 participants.
2. There will be a maximum of 5 groups on premises at one time.
3. Only outdoor spaces will be utilized for programming. Programming may be cancelled in the event of inclement weather.
4. Designated areas of the property will be marked accordingly for paddling programming.
5. Children will be placed in pre-determined groups prior to the club opening. These groups will remain consistent for the duration of the season and will have the same coach assigned to each group for the season. In the event a substitute staff member is required, they will be familiar with protocols and follow all group guidelines as outlined by Club Management.
6. If siblings are in the same group they are not required to social distance.
7. Physical distancing will be monitored by the assigned coach to each group. Club staff will monitor the beach area, swim area and remind members to maintain social distances.
8. Start times will be staggered between cohorts to ensure staggered entry.
9. Lines will be marked at the top of the driveway to aid children in knowing where to stand while waiting to be picked up. Lines also marked at the gate to aid members in knowing where to stand while waiting to enter the club.

10. NO members will be permitted inside the boathouse/clubhouse at any time. Staff will move/collect all equipment and will ensure equipment is appropriately cleaned before use. Children will be permitted to collect paddles while under supervision of a staff member.
11. Waiting areas and traffic flow lines will be clearly marked in the hallway leading to the public washrooms. There will be 2 bathrooms available for use. One stall in the girls bathroom will remain closed as only one person can use that bathroom at a time.
12. All registration will be completed online.
13. All payments will be cashless and accepted online.
14. Staff breaks will be staggered.
15. Practice times on the docks will be staggered to ensure physical distancing between children.
16. Land exercises will be outside and adequately spaced to ensure social distancing. For example: lines to define personal space.
17. Physical barriers will be set up if/when needed however given the outdoor nature of our premises and the large size of the property we do not anticipate the need for barriers.
18. When cleaning is taking place on the property, appropriate signage will be posted to advise members and staff.
19. All activities will be offered outside. In the event of inclement weather, programming may need to be canceled. This is at the discretion of the Head Coach/Club Manager.
20. Outdoor benches will be marked clearly that they are closed and not for use.

PERSONAL HYGIENE & PROTECTIVE PRECAUTIONS

1. Proper handwashing guidelines will be posted in the bathrooms
2. Hand sanitizing stations will be placed at the club entrance, bathrooms, canteen, beach area. All coaches will ensure that participants sanitize their hands prior to touching any equipment. Staff will also follow these sanitizing guidelines.
3. Staff will remind club members of proper procedure to cover mouth during sneezing/coughing as well as to avoid touching face, nose, eyes etc.
4. Non-medical masks will be carried by staff and must be worn if a staff member has to get in close contact with a club member or fellow staff member.
5. Boat bays, windows and doors will be kept open during club hours to allow for air flow.

CLEANING

1. Cleaning checklists will be followed and cleaning completed at designated times throughout the day (bathrooms, canteen and high traffic zones)
2. IF staff or a member contracts Covid-19 the club will close immediately and a professional cleaning company brought in to sanitize the entire club. Club will follow all guidelines from Public Health in this situation.
3. Garbage will be regularly monitored and emptied. Staff will don PPE and take bags directly to large garbage can area.

EQUIPMENT

1. Paddles and boats will be sanitized by designated staff after every use. ONLY coaches will move boats in and out of boathouses. When possible boats will remain outside to dry faster.
2. No other equipment will be used besides paddling.
 - a. Unlike previous seasons - sports equipment (basketballs, volleyball, beach toys, etc.) will not be made available for use.
 - b. Members are required to bring their own equipment: lifejacket, paddling bun. Sharing is not permitted.
 - c. Members may bring their own paddle. Sharing is not permitted.
3. Adequate supplies will be purchased by the club to ensure sharing is at a minimum.
4. Items/supplies will be clearly labeled and assigned to specific groups.
5. Children will be reminded not to share things like backpacks, hats, hair pieces, lip chap, sunscreen etc.)

FOOD & DRINK

1. "No Food Sharing" signs will be posted by the canteen.
2. All products in the canteen will be cleaned upon arrival to the property
3. Staff will wear gloves when serving members and have access to non-medical masks
4. Plexiglass shield will be placed on the canteen window
5. ONLY pre-packaged snacks will be served.(no hot drinks, food etc)
6. No water cooler will be available
7. No self serve options available to members or staff
8. All meals by staff must be prepared prior to arrival and all dishes etc removed at the end of each shift.

COMMUNICATION

1. All families will be issued a registration document/handbook detailing all rules and regulations. This document must be signed at the time of registration/prior to entering the club's property.
2. Signage will be posted at the main gate and various other high traffic areas/points throughout the property.
3. Abenaki Management will maintain an open communication with families and send regular updates throughout the season.

OUTBREAK MANAGEMENT

1. Attendance will be taken daily at the gate by Gate Staff. All members will be checked in with their arrival and departure time.
2. No guest passes will be issued for the 2020 season
3. Only members will be permitted to enter. **No exceptions will be made.**
4. In the event that a positive case of COVID-19 is found within our club membership, Abenaki will follow all guidelines and directives as outlined by Public Health. One case of Covid-19 would be considered an outbreak
 - a. Attendance Sheets, group lists and master membership list would be given immediately to Public Health
 - b. Public Health would advise of those persons who require testing
 - c. Enhanced cleaning of the property and facility would be completed by a professional cleaning company.
 - d. Facility would be assessed to determine if shut down was required and for how long.

Abenaki will work hand in hand with Public Health Authorities to ensure prompt responses to potential exposures/outbreaks.