



SKATECANADA
BRITISH COLUMBIA/YUKON

and Lower Mainland Synchronized Skating Club

Return to Play for Figure Skating Guidelines
(adapted)

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RETURN TO PLAY GUIDELINES & RECOMMENDATIONS FOR FIGURE SKATERS

If you wish to skate, make sure that you follow the below recommendations:

BEFORE YOU SKATE

- Do not skate if you:
 - Exhibit any COVID-19 symptoms, such as a fever, cough, difficulty breathing, or other symptoms identified by health experts.
 - If you or someone in your household has been in contact with someone with COVID-19 in the last 14 days.
 - If you or someone in your household has travelled outside of Canada in the last 14 days.
- It is highly recommended that if you are a person who has been identified as vulnerable or at risk, as described below, you should consider not participating in Skate Canada Programs or figure skating related activities. It may be defined that a vulnerable or at risk person is:
 - A vulnerable or at risk person (especially elderly individuals), who are immunosuppressed, individuals suffering from serious health problems, notably high blood pressure, pulmonary diseases, diabetes, obesity and asthma.
- Skaters, coaches, parents(if allowed) and volunteers will have a daily verbal screening for symptoms upon arrival at the entrance of the facility. The daily screening will be executed by the club team manager.
- A waiver provided by Skate Canada must be signed in person by all participants prior to participating in any club activity. Parents and their minor skater must both sign the document. Team manager will provide this at the first practice
- Parents – please plan to attend the first practice and sign prior to skater going on ice.
- August ice times will have questionnaires and screening done by team managers - Coleen Melsted, Open team, or Cari Shorrocks, Juvenile team.
- Numbers will be limited to the following:
 - Numbers during phase three will be limited to the following: no more than 20 people, including coaches and team manager, allowed on or near the ice at any one time.
 - In accordance with Skate Canada regulations, there MUST be 1 Skate Canada certified coach or choreographer and one adult supervisor (team manager) included in your group of 20. As well, please keep in mind that all physical distancing restrictions apply to Synchronized skaters.
- All session registration and payments must be online. No bookings or payments in person at the facility. Drop in/buy on participation is not allowed.
- Latecomers will NOT be allowed access to the facility.

PREPARING TO SKATE

- Arrive no earlier than your scheduled time to enter the building. Arrival time will be approximately 15 minutes before your scheduled session.

- Off Ice Warm Up can only be done outside or in indicated areas where allowed and skaters must keep a 2 metre distance with other skaters and coaches.
- Skaters must follow all directions of facility staff that will walk them to and from dressing rooms 10 minutes before and after their practice time using specific traffic flow patterns.
- No parents or spectators are allowed in the facility.
- If skaters require skate tying assistance, the skates should be tied at home or in the car. Wear skate guards to enter the building.
- Lobby washrooms will be the only washrooms available for participants.
- Skaters and coaches should be prepared to come dressed to skate with only skates to be put on.
- Dressing rooms (2 provided) permit only 10 per dressing room.
- Physical distancing markings and signage in the facility must be followed by all participants when entering and exiting the building, the dressing rooms and the ice.
- To protect yourself against infections:
 - Bring your own hand sanitizer if possible. The coach will have a spray hand sanitizer that she will apply to skaters' hands.
 - Clean your equipment, including your skates, clothing and water bottles regularly.
 - Do not share any equipment (water bottles, clothing, gloves, facial tissue, towels) with other skaters or coaches.
 - Used facial tissues must be put into the garbage can immediately after use. Do not put on the boards or anywhere else. You should use hand sanitizer immediately after blowing your nose.
- Wear clean clothes for each day of training. Make sure used clothing is washed immediately when you return home from training.
- Make sure you have enough water before leaving the house.
- Other than reusable water bottles, no other food or drink should be brought into a facility.
- If you cough or sneeze, do so in a tissue or in your sleeve. If you use a tissue immediately dispose of the tissue in a garbage can. You should use hand sanitizer immediately after coughing or sneezing.
- Avoid touching door handles, gates, benches and all other objects where the virus could survive. If you touch something, make sure to use hand sanitizer immediately after.
- While waiting to go on the ice, stand at the designated physical distancing markers and stay away from others. Avoid putting equipment on the boards while waiting to go on the ice.

- Avoid all physical contact, for example shaking hands, high fiving or hugging, with other skaters and coaches.
- Avoid touching your face during your skating session. Should you need to touch your face you must use hand sanitizer immediately after touching your face.
- Make spatial awareness a priority. Try to keep a 2 metres distance from other skaters and coaches while on the ice at all times.
- Do not touch any equipment, including music playing equipment. Coach Danalee Harrison will operate all equipment for all skaters.
- Synchronized skaters must not touch each other and stay 2 metres apart at all times while on and off the ice.

AFTER SKATING

- Leave the arena immediately (within approximately 10 minutes) after you finish skating. Skaters must all leave **at the same time** with the facility guide.
- Stretching/cool down must be done outside the facility.

FIRST AID

- In the event that first aid is required to be administered during an activity, all persons attending to the injured individual (Danalee Harrison, coach or the team manager) must first put on a mask and gloves.
- A first aid kit, along with extra gloves and masks, should be kept by the ice during all on ice club activity.

COACHING

- Coaches to practice physical distancing from skaters, volunteers, parents and other coaches on and off the ice.
- Any equipment used on the ice must be disinfected before and immediately after each session.
- Only designated persons may set up equipment. Only 1 person, coach Danalee Harrison, should be operating equipment.

PLAN AHEAD

- An emergency plan for a possible outbreak is attached. **Please see Appendix F for a sample Outbreak Plan.**
 - Team manager, or Jenny Milne, or Danalee Harrison will alert all who may have been exposed.
 - Consult local health authorities should an outbreak happen in your facility.
 - Identify a contact person to receive reports from skaters/families/staff of new illness. This will be the team manager who will forward report to Danalee Harrison and Jenny Milne.
 - **Refer to the Illness Policy, in Appendix D, for more information.**
- Update your club's Emergency Action Plan (EAP) and have available board/rink side or with your designated onsite emergency person (Danalee Harrison or team manager).

COMMUNICATE EARLY & OFTEN

- Club adult supervisor, coach(es) and facility staff have the authority to ask skaters, members, volunteers, parents, coaches, etc... to leave if they are not following the above outlined protocols, and those of the local facility.
- Appoint a COVID-19 point person (Jenny Milne) to communicate with rink management and monitor local, provincial and national developments.

Assumption of Risk and Waiver

PLEASE READ CAREFULLY:

1. ACKNOWLEDGMENT OF INHERENT RISK

I understand that participation in skating, figure skating, and any other sporting activities listed in the enclosed appendix (hereinafter the "Sports Activity") is voluntary, and involves inherent risk during participation, including the risk of possible accidents, physical injury, or exposure to the COVID-19 virus or other infections or infectious diseases as a result of attending training, club events or competitive events. I freely accept and fully assume all such risks, dangers and hazards, including but not limited to personal injury, disease transmission, death, property damage or loss, resulting from my participation. I have carefully considered the risks involved, and I have full confidence that reasonable precautions will be taken to ensure the safety and well-being of myself (or my son/daughter/ward).

2. WAIVER

I do for myself (or my child), and our respective heirs, executors, administrators, successors and assigns, hereby waive, release, and forever discharge Skate Canada and/or [Skate Canada BC/YK Section], [all Regions of Skate Canada BC/YK Section], [Lower Mainland Synchronized Skating Club], their officers, partners, agents, employees, servants, representatives, volunteers, coaches, officials, successors and assigns (the "Representatives") of and from any actions, causes of action, complaints, demands and claims or any recourse whatsoever ("Claims") that I have or may have in the future in any way connected with my (or my child's) participation in the Sports Activity contemplated herein, whether in law or in equity, in respect of personal injury, illness or disease transmission, loss of life, or property damage of any kind or nature, and I do hereby discharge the Representatives from any such liability. This includes negligence, breach of contract or breach of any statutory or other duty of care.

3. INDEMNIFICATION

I further agree to fully indemnify and defend Skate Canada and/or [Skate Canada BC/YK Section], [all Regions of Skate Canada BC/YK Section], [Lower Mainland Synchronized Skating Club] and any of their Representatives from and against any and all Claims brought against Skate Canada and/or [Skate Canada BC/YK Section], [all Regions of Skate Canada BC/YK Section], [Lower Mainland Synchronized Skating Club] and any of their Representatives, including all related costs and expenses, and against any loss, costs, damages, or expenses which Skate Canada and/or [Skate Canada BC/YK Section], [all Regions of Skate Canada BC/YK Section], [Lower Mainland Synchronized Skating Club] and any of their Representatives may sustain, suffer, incur, or be liable for resulting from, arising from, or in any way related to my (or my son/daughter/ward's) participation in the Sports Activity. I also agree and undertake not to make any claim or take any proceedings against the Representatives set out above, or any other person or corporation which might claim contribution or indemnity under the provisions of any statute or otherwise from the Representatives set out above.

4. SEVERABILITY

The provisions of this Assumption of Risk and Waiver shall be deemed severable and if any provision or portion thereof is held invalid, illegal or unenforceable for any reason, the remainder shall not thereby be invalidated, but shall remain in full force and effect.

Acknowledgement: I am aware of the nature and effect of this Assumption of Risk and Waiver and I fully understand all of the terms and conditions above. I understand that I have given up substantial rights by signing this Assumption of Risk and Waiver and I am signing it freely and voluntarily without inducement.

Parent/Guardian: I certify that I am the parent or legal guardian of the participant named below and that I am entitled to his or her custody and control. I understand the aforesaid inherent risks that could arise from these activities, I grant permission for my son/daughter/ward to participate in the Sports Activity and other activities incidental thereto and I execute this Assumption of Risk and Waiver on behalf of myself and my son/daughter/ward.

Participant's Name: _____ **Date of Birth (D/M/Y):** ____ / ____ / ____

Participant's Signature: _____

All participants must sign this form regardless of age of the participant

Parent/Guardian Name(s): _____ / _____

Parent/Guardian Signature(s): _____ / _____

Date (D/M/Y): ____ / ____ / ____

Parent/Guardian must also sign if participant is under the age of 19

APPENDIX C: SKATE CANADA MEMBER CLUB/SKATING SCHOOL SESSION RECORD

Date: _____ Facility Name: _____

Start time of Session: _____ End time of Session: _____

Name of Volunteer/Coach collecting information: _____

FIRST NAME	LAST NAME	RESIDENCE (City/Town)	PHONE NO.	ACTIVITY AT FACILITY	LOCATION IN FACILITY	WAIVER SIGNED & SUBMITTED	DAILY VERBAL SCREENING COMPLETED

APPENDIX D – ILLNESS POLICY

In this policy, “Participant” includes an employee, coach, volunteer, skater or parent/spectator. Skaters and any others attending the facility should pay particular attention to the procedures below if they feel ill at any time before, during or after their skating session.

1. Inform an individual in a position of authority (coach Danalee Harrison, club administrator Jenny Milne) immediately 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.

2. Assessment

- a. Participants must have a daily verbal screening for symptoms upon arrival at the entrance of the facility administered by the team manager.
- b. Administrators/coaches will visually monitor participants to assess any early warning signs as to the status of their health and to touch base on how they are regarding their personal safety throughout the workday/practice/activity.
- c. If Participants are unsure please use the self-assessment tool <https://bc.thrive.health/covid19/en> or through the COVID-19 BC Support App self-assessment tool.

3. If a Participant is feeling sick with COVID-19 symptoms

- a. They should remain at home and contact Health Link BC at 8-1-1, and Danalee Harrison
- b. If they feel sick and /or are showing symptoms while at work/practice/activity, they should be sent home immediately and have them contact 8-1-1 or a doctor for further guidance.
- c. No Participant may participate in a practice/activity if they are symptomatic.

4. If a Participant tests positive for COVID-19

- a. The Participant will not be permitted to return to the workplace/practice/facility until they are free of the COVID-19 virus as verified by a medical professional.
- b. Any Participants who work/practice closely with the infected participant will also be removed from the workplace/practice/facility for at least 14 days to ensure the infection does not spread further.
- c. The facility will be advised of any positive tests so that they may close off, clean and disinfect their work/practice/facility area immediately and any surfaces that could have potentially be infected/touched.
- d. If any participant tests positive, the club/skating school must inform the BC/YK Section Office of the test positive case by emailing bcyksection@skatinginbc.com

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

- a. As with the confirmed case, the Participant must be removed from the workplace/practice/facility.
- b. The Public Health Agency of Canada advises that any person who has even mild symptoms to stay home and call the public health authority of B.C.

- c. Other Participants who may have been exposed will be informed by the team manager (or public health) and removed from the workplace/practice/activity for at least 14 days or until the diagnosis of COVID-19 is ruled out by health authorities.
- d. The workspace/practice/activity space will be closed off by the facility and cleaned, and disinfected immediately as well as any other surfaces that could have potentially been infected/touched.

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

- a. Participants must advise their coach/club administrator if they reasonably believe they have been exposed to COVID-19.
- b. Once the contact is confirmed, the Participant will be removed from the workplace/practice/activity for at least 14 days or as otherwise directed by public health authorities. Participants who may have come into close contact with the Participant will be advised by the team manager and also be removed from the workplace/practice/activity for at least 14 days.
- c. The facility will ensure that the workspace/activity area will be closed off, cleaned, and disinfected immediately and any other surfaces that could have potentially been infected/touched.

7. Quarantine or Self-Isolate if:

- a. Any Participant or someone from your household who has travelled outside of Canada within the last 14 days is not permitted to enter any part of the facility and must quarantine and self-isolate.
- b. Any Participant who has a member of their household that has travelled outside of Canada within the last 14 days is not permitted to enter any part of the facility and must quarantine and self-isolate.
- c. Any Participant with any symptoms of COVID-19 is not permitted to enter any part of the facility and must quarantine and self-isolate.
- d. 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.
- e. 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.

Appendix E- Health Screening Questionnaire Template

This questionnaire must be completed by each individual daily prior to participation in each club activity.

This questionnaire may be completed verbally. The team manager will complete the questionnaire with each participant prior to skating.

The answer to all questions must be “No” in order to participate in each club activity.

Participant Name: _____ Date: _____

1. Do you have a fever? (a temperature of 37.8C or higher)

Yes No

2. Do you have any of the following symptoms?

• Cough

Yes No

• Shortness of breath

Yes No

• Runny nose, sneezing or nasal congestion (not related to other known causes such as seasonal allergies etc.)

Yes No

• Sore throat

Yes No

• Difficulty swallowing

Yes No

• Lost sense of taste or smell

Yes No

3. Have you or someone in your household travelled outside of Canada or had close contact with anyone that has travelled outside of Canada in the past 14 days?

Yes No

4. Have you had close contact in the past 14 days with anyone with a new cough, fever or difficulty breathing or a confirmed case of COVID-19?

Yes No

If an individual answers “Yes” to any of these questions, they are not permitted to participate in any club activities.

Appendix F-Outbreak Plan Template

Early detection of symptoms will facilitate the immediate implementation of effective control measures. In addition, the early detection and immediate implementation of enhanced cleaning measures are two of the most important factors in limiting the size and length of an outbreak.

An “outbreak” is two or more cases; a “case” is a single case of COVID-19.

1. If a case or outbreak is reported Club Administrator Jenny Milne and/or coach Danalee Harrison and/or facility staff have the authority to modify, restrict, postpone or cancel activities.
2. If coach, team manager or a participant reports they are suspected or confirmed to have COVID-19 and have been at the facility, implement enhanced cleaning measures to reduce risk of transmission. If you are not the facility operator, notify the facility right away.
3. **Refer to the illness policy(Appendix D).** We will advise individuals to:
 - Self-isolate
 - Monitor their symptoms daily, report respiratory illness and not to return to activity for at least 14 days following the onset of 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.
 - The Participant will not be permitted to return to the facility until they are free of the COVID-19 virus as verified by a medical professional.
 - Use the COVID-19 self-assessment tool at BC COVID-19 Self-Assessment Tool to help determine if further assessment or testing for COVID-19 is needed.
 - o Individuals can contact 8-1-1 if further health advice is required and 9-1-1 if it is an emergency.
 - o Individuals can learn more about how to manage their illness here: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/about-covid-19/if-you-are-sick>
4. In the event of a suspected case or outbreak of influenza-like-illness, Lower Mainland Synchronized Skating Club will immediately report and discuss the suspected outbreak with the Medical Health Officer (or delegate) at your local health authority and implement our Illness Policy(Appendix D) and our enhanced measures.
5. If Lower Mainland Synchronized Skating Club is contacted by a medical health officer in the course of contact tracing, we will cooperate with local health authorities.

For more information on cleaning and disinfecting: http://www.bccdc.ca/Health-InfoSite/Documents/CleaningDisinfecting_PublicSettings.pdf

Regional Health Authorities: <https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-caresystem/partners/health-authorities/regional-health-authorities>

Board Acknowledgement

As an LMSSC Board Member, I acknowledge and agree to act in accordance with the Return To Play guidelines and recommendations listed above:

POSITION	NAME	E-MAIL	Signature
President, Ice Allocation. Junior & Adult 2 Mgr	Jenny Milne	bmilne10@telus.net	
Vice President	vacant	-	
Secretary	vacant	-	
Treasurer	Christina Treleaven	lmssc.treasurer@gmail.com	
Director & Open Team Manager	Coleen Melsted	coleenmelsted@gmail.com	
Director & Pre-Novice Team Manager	Alisa Hirata	fivehiratas@gmail.com	
Director & Adult 3 Team Manager	Cathy McCormack	cathymc@shaw.ca	
Director & Juvenile Team Manager	Cari Shorrock	cari@windandtide.com	
Director	Christa Sharman	cmsharman@telus.net	
		-	
Coach	Danalee Harrison	figsk8coach1@shaw.ca	