



## Town of Bentley

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# Bentley Arena

## COVID 19 User Protocol and User Agreement

This document is intended to provide guidelines and protocol that is recommended to be followed by all users to reduce the risk of transmission of COVID-19. Please also review the Provincial Guidelines at <https://www.alberta.ca/guidance-documents.aspx#toc-0>

We are all in this together and it is yours and your organization/user group's responsibility to ensure that you are meeting or exceeding provincial requirements before, during and after use of this facility.

### General Considerations & Recommendations

#### ***Points of Entry and Access***

- Use hand sanitizer or wash your hands upon entering and leaving the facility
- Avoid touching your face and avoid touching surfaces as much as possible
- Participants are not to arrive more than 20 minutes before their booking time. Coordinate times to avoid crowding and reduce wait times
- Participants must limit their spent time in the facility and to maintain physical distancing
- There will be not tables for sitting or loitering in the lobby, please enter the facility and proceed to the bleachers if you are staying to watch
- ***Organizations, User Groups, Coaches, and Parents all share the responsibility to ensure that the screening checklist form for participants is completed and submitted each day they intend to utilize the facility. Participants who answer yes to any of the questions must leave the facility immediately***
- To make it easier to complete the form, it is available by scanning the QR code or download online at the Town of Bentley Website [www.townofbentley.ca](http://www.townofbentley.ca) Once completed the form is automatically submitted to the Town Office and will be stored on file
- Team Coaches and/or point of contact for User Groups must also sign a copy of this Bentley Arena COVID-19 User Protocol and Acknowledgement form. This form is also available on the Town of Bentley Website: [www.townofbentley.ca](http://www.townofbentley.ca) The form must be submitted to the Town Office at [info@townofbentley.ca](mailto:info@townofbentley.ca) annually.

#### ***Dressing/Change Rooms***

- Participants are to come dressed and ready for the activity, where possible
- Participants will have access to the dressing room 20 minutes prior to the start of the booking and for 10 minutes after the end of the booking
- Only players and coaches are permitted in the dressing rooms (no parents). This must be adhered to in an effort to ensure that physical distancing is maintained

- Participants must maintain a minimum two metre distancing from one another at all times
- Capacity limits in the dressing rooms will be posted and must be adhered to

### ***Additional Designated Skate tying locations***

- A specific area of the bleachers will be designated as a skate tying location, where designated parents may assist their team to tie skates. All physical distancing protocol must be followed
- These locations will be clearly marked in the Bentley Arena
- It is up to the user group to designate person or person's to assist with skate tying

### ***Concession***

- Concession may be open by the operator
- It is the operator's responsibility to follow all AHS protocol regarding safety and COVID-19 safety
- No tables will be available in the lobby and when ordering, please order your food and move out of the way to allow other patrons to order. Ensure that you are always practicing physical distancing. When your order is ready, pick up your food and proceed out of the building, or to your seat in the bleachers immediately

### ***Physical Distancing***

- Participants and spectators are expected to maintain a distance of two metres in all facility areas
- There is absolutely no gathering in the lobby areas and when entering the facility, please proceed to the bleachers immediately. If you are dropping off your kids, please ensure the kids come ready to play where possible, or proceed to the dressing room. ***(remember only 20 minutes prior to booking)***
- Distancing exceptions can be made for those who are from the same household/cohort
- Organizations/user groups must develop their own procedures that allow for uncongested drop off and pick up of participants and to minimize the numbers of people in the lobby at one time. Physical distancing must be followed

### ***Spectators***

- Spectators are **NOT PERMITTED** in the participant spaces (e.g. Dressing rooms, ice surfaces)
- Unless from the same household, spectators must maintain a minimum of two-metre distance from one another at all times
- Cheering and yelling is not permitted as this presents a high risk of spreading droplets
- Organizations and user groups are responsible to ensure guidelines are followed for players, coaches, spectators, and eventually officials

### ***Participant Hygiene***

- Please limit the use of shared equipment
  - Equipment must be visibly clean
  - Equipment should be frequently cleaned
  - Participants should not share any personal items (e.g. Water, bottles, towels etc)
  - Spitting is not permitted
  - Encourage participants to exhibit good respiratory etiquette (e.g. Covering mouth if coughing or sneezing)

- Scents or perfumes are not to be worn to prevent sneezing or coughing

### **Communications**

- Ensure there is open dialogue and communications with all participants (coaches, staff, instructors, officials, participants, guardians and volunteers) about the risk of COVID-19 and practices that should be undertaken to mitigate risk. **We are all in this together and we need to keep each other safe to ensure we have access to recreation and sports**
- Organizations must be able to provide first aid response to their participants along with the appropriate personal protective equipment, including a mask and gloves. (note: for more serious injuries, 911 should be called)

### **Public Health Recommendations**

- Participants, coaches, instructors, officials or volunteers who become symptomatic during an activity are required to be isolated from others and must return home immediately
- Organizations must have and submit to the Town of Bentley, their response plan to manage symptomatic participants, spectators and staff/coaches/officials (Format is as attached)
- To support public health contact tracing efforts in the event that an attendee tests positive, organizations must collect the names and contact information of attendees. The Town of Bentley must be notified immediately
- Organizations may encourage participants to download the ABTraceTogether contact tracing app to assist public health officials with contact tracing in the event an outbreak should occur. <https://www.alberta.ca/ab-trace-together.aspx>

### **General**

- Water fountains will not be available. Participants should arrive with their water bottles filled up
- Warm up space is **NOT AVAILABLE** at this time
- Portable fans are not permitted in the facility
- Showers will not be open for use

### **Participants, Coaches, Instructors, Staff, Volunteers, Officials, Aides**

- Participants must be proactively and regularly monitored for symptoms. Coaches/ organizers should be checking with participants prior to the start of each booking. Symptomatic individuals are prohibited from participating and should be sent home immediately
- No more than 50 people are permitted on the ice surface at the same time including all participants, players, referees, coaches etc.
- Spitting is prohibited
- No handshakes, high fives, fist bumps, chest bumps or any celebratory activity that brings participants within two metres or promotes contact is permitted

Organization / Club Name

Signature

Contact Person (Print)

Date