



North Star Arena – Coved -19 Operational Plan

Name of Business/Facility: North Star Arena

Civic Address: 22 Recreation Street, North Rustico

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Date: October 18th , 2020

Effective Nov 20th , 2020 - Masks are MANDATORY per CPHO guidelines .

1. General Initiative

The following Operational Plan is created to ensure, to the greatest extent possible, the safety of our staff and patrons. This Plan is tentative in nature from the perspective that things may evolve, as Public Health advice and direction evolves, so will this plan. The plan will be evaluated in two/three week increments and will be updated as required.

2. Hours of Operation

- October 2020 – March 2021

Monday to Friday: 9am – 12am

Saturday: 6am -11pm

Sunday: 7am -12am

- Hours of operation due fluctuate on a daily / weekly basis.

3. Physical Distancing/ Regulation

a. Between Employees

- All assigned workstations shall be separated by a minimum of 2 meters (6 feet).
- Physical separation of 2 meters (6 feet) shall be maintained as much as reasonably possible.
- Internal traffic control markers and information signs will be posted throughout the facility (arrows marking direction of flow etc...).
- When moving throughout the facility, directional floor markings shall be adhered to.
- Personal protective equipment, face masks, gloves, etc. Will be provided to the employees as requested by them or required.
- All work stations will be equipped with hand sanitizer.
- Employees should wash their hands regularly throughout the day.
- All employees shall be responsible for cleaning and disinfecting their work areas.

b. Public/ Customers

- External and internal physical distancing signage will be installed.
- Directional and general information signage will be placed in appropriate areas.
- Physical distancing signs will be placed on the floor directing the flow of traffic .
- Physical Barriers (plexi-glass) will be placed between reception and areas and the public where two meters of separation is not possible.
- Hand sanitizer stations will be placed at the entrances of the facility and at alternate locations throughout the facility.
- All teams and organizations... staff and players must have a mask on their person; mask wearing will be required in small areas , where physical distancing isn't possible.
- Entering the facility: Please be respectful of all persons when entering the facility. If you see someone using the stairs inside the arena to warm the room, please wait until the stairwell is clear before proceeding.
- Upon entering the arena, patrons shall immediately sanitize their hands – hand sanitizer will be provided at the main entrances of the arena.
- In dressing room areas: Only handwashing and bathroom usage. Showers will not be available for usage.

- All rentals / organizations are responsible for contact tracing purposes when using the facility , and they are to keep these records , in case needed .
- No Showers are available for usage in dressing rooms at this time.
- Please ensure physical distancing of 2 meters (6 feet) at all times, when possible ... while in the facility. Please be respectful and stay apart as much as possible.
- All high traffic areas and high touch surfaces will be disinfected.
- Masks are mandatory in dressing rooms at all time.

3 Cohort Plan (three separated groups of 50)

Cohort # 1 - Dressing room cohort of 50 max.

Arena Side A (Players/Coaches/Refs)

Cohort #2. - Ice surface cohort of 50 max

Arena Side A (Players/Coaches/Refs)

Cohort # 3 - Parent viewing area of 50 max

Arena Side B (Parent Viewing Area)

- Arena will be divided into two equal sides, those sides will be referred to as Arena side A and Arena side B. Each side will be separated by physical barriers, resulting in no interaction between the two sides.
- The front entry will be divided into two separate entrances , each with its own door , with a barrierseparating Arena side A and Arena side B. Door A will lead into arena side A and door B will lead into arena side B. Each side will be clearly labeled before entry , Arena side A would be for Players/Team Staff/ Refs .. where all four dressing rooms and Refs room as well as players benches are located , dressing rooms 1 and 2 at the front of arena and dressing rooms 3 and 4 at back of arena . Arena side B would be labeled as Family Viewing Area . Upon entry there will be hand sanitizing stations on each arena side entry point . Arena side A (Players/Team Staff/ Refs etc) would have 2 zones (2 separate Cohorts) . The first cohort would be the dressing rooms on Arena Side A , with the staggering entry times only two teams would be in dressing rooms at one time , teams could come no earlier then 20 mins before there ice time and must leave 15 mins after there ice time ends , this would eliminate any interaction between these two cohorts , as one of the cohorts would be in the dressing rooms , and the other cohort on the ice . This other cohort on the ice surface would be the 2nd cohort on Arena side A consisting of a max of 50 people . The third cohort of 50 max people would be on Arena side B the Family Viewing Area in zone 3. This would accommodate two Family Members for each , when capacity guidelines allow ... 50 max . This cohort also has seating bleachers with physical distancing markers for Family Members and physical distancing markers on the glass to show Family Members where they would need to stand to follow the 6 feet Social distance requirements also . Family Members would enter this cohort zone 3 through Arena side B ,

they would enter only when the game starts , and would exit immediately following the game at the sound of the game ending buzzer within 5 mins , to allow for the next group of parents to come in for the following ice time . This staggering time would eliminate any overlap and interaction . Masks are recommended to be worn when physical distancing isn't possible . Managers and or coaches would be responsible for monitoring parents and would be at the entry point to take contact info for contact tracing purposes, or a Family Member sign in sheet will be available daily and recorded at the end of each ice time .. responsibility of team managers .

Staggering Entry and Exit Plan

- Teams/organizations..... Upon entry would be required to go directly to their assigned dressing rooms and are to be monitored by coaches / managers, and are to stay in their dressing room until zamboni is off of the ice surface. Teams can come to the arena , no earlier than 20 mins before their scheduled ice time , and must exit the building no within 15 mins of getting off of the ice surface, eliminating any overlap. Managers and coaches are to be at the arena 30 mins before their scheduled ice time , this will allow them to be ready to take contact info for contact tracing purposes . This will stagger movement within the facility as well as those entry and exit points , as no teams from either cohort will have any interaction with each other upon entry or exiting per the staggering times. The physical barrier dividing the arena into side A and B will eliminate any possibility of cohort interaction between dressing room cohort and Family Viewing cohort, and the third additional cohort would be on the ice surface . You will not be able to get from arena side A to arena side B. Only arena staff will have access to both cohort areas for sanitizing /cleaning purposes.

Capacity Limits/Restrictions

- Even with this 3 cohort plan . To stay within the maximum number of people allowed , there will be no fans allowed in the arena . Arena access will be limited to teams and team staff, Referees and other game officials on Arena side A . Two family members per player will be allowed into the arena into the Family Viewing Area on Arena side B , when capacity guidelines allow . Contact tracing info will be recorded by the Manager of the home team , for contact tracing purposes if needed .
- Smaller areas/rooms will have signage posted with maximum allowed in at any one time , please be respectful and wait until it is your turn to enter that specific room.
- Arena side A and B will have their own washroom facilities . There will be a maximum capacity posted on washrooms. Please be patient/ respectful and wait your turn .
- Teams/Groups 13 years of age and under will be required to come dressed in their equipment to the arena for their scheduled ice time , they may use the dressing rooms to put on their skates/ helmet . All Teams/Groups 14 years of age and older will have access to dressing rooms , masks in dressing rooms will be mandatory . (1) designated volunteer will be able to enter Arena Side

A to help Team staff with tying younger players skates . Parents and or Family members will not be permitted into Arena Side A at any time .

- Please refrain from gathering in groups while inside the arena. When your ice time for Players/ Team Staff / Refs in Side A is over please exit the arena in a quick / timely fashion within 15 minutes.... Parents on Arena Side B (Family Member Viewing Area) are required to exit facility when buzzer goes , within 5 mins . Canteen will be close with 5 mins left in game , and will not re-open until 5 mins into the next ice time, this will help quick entry and exiting time .Please be mindful of others, which are waiting to use the facility.

Canteen Area	Plexi-glass will be installed to distance staff and customers, where 2 meter separation isn't possible.
Floor Signage throughout the arena.	Floor signage will be clearly visible throughout the building promoting the flow of traffic to minimize interaction, as well as floor markings for physical distancing protocols.
Capacity signage	Smaller areas and rooms will have clear signage stating the capacity allowed in that particular area at one time. Please be respectful of others and follow these capacity guidelines.
Mask Signage	There may be certain areas of the arena where masks may be mandatory to enter a specific area or room. The signage for these areas will be clearly visible.
Physical Barrier	There will be a physical barrier at the entry and exit point of the arena as well as at the rear of the arena , dividing the arena into Arena side A and Arena side B.

4. Policy for exclusion and employees requiring self – isolation

Prior to the beginning of each work day, every employee reporting to work must sign the designated form indicating generally, the following:

“ I declare by signing this form that I have not been outside of the Atlantic bubble within the last 14 days ad am not required to self-isolate according to the Prince Edward Island Chief Public Health Office “.

5. Illness/ Exclusion policy

- All staff must self-monitor for symptoms and report to the Manager if they have concerns about possible COVID-19 exposure or possible symptoms.
- Any staff member developing symptoms of COVID-19 at work must immediately perform hand hygiene, report to the manager, avoid contact with staff and leave as soon as it is safe to do so. The staff member is required to call 811 to arrange testing.
- Symptomatic staff will be required to self-isolate until tested for COVID-19 and results are confirmed.
- If the test results are negative for COVID -19 but the staff member remains ill and /or symptomatic they should remain on sick leave.
- Symptoms of COVID-19 include :
 - Cough (new or exacerbated chronic)
 - Headache
 - Fever/Chills
 - Sore Throat
 - Marked Fatigue
 - Sneezing
 - Congestion
 - Body Aches
 - Runny Nose.

6. Enhanced Cleaning and Disinfection of Shared Areas and Surfaces

Cleaning products remove visible soil and /dirt from surfaces

Disinfecting products are used to destroy bacteria and viruses.

Cleaning Product	Cleaning product : Epopure Neutral Cleaner <ul style="list-style-type: none"> ● Mixing instructions: 1.5 ounces per 1 gallon of water Javex (Bleach) <ul style="list-style-type: none"> ● Mixing instructions: 1.5 ounces per 1 gallon of water.
Mixing instructions	Please see noted above.
Disinfecting Product	Enviro-solutions ES-15

Mixing Instructions	Pre-mixed Enviro-solutions ES-15
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Cleaning- Location	Frequency		Disinfecting- Location	Frequency
Floors	Daily		Canteen area, Counter tops / Seating /Register/door handles etc.....	2-3x per day
Canteen Area	Daily		Telephone	After every use
Dressing rooms	Daily		Stairwell	2-3x per day
Washrooms	Daily		Washrooms	2-3xs per day or more depending on traffic.
Zamboni Room	Daily		Dressing Rooms	Disinfect seating /bathroom after every ice time usage.
Warm Rooms	2x per day		Light Switches (most are motion sensor- no touch .)	2-3X per day , more if needed.
Arena Stands	After each use		Door Handles etc...	2-3x per day , more if needed.
			Arena Benches	After each use

An inventory of all disinfectant and cleaning supplies will be listed .

7. Hand Washing /Sanitizer Stations

We must all do our part to prevent the spread of COVID-19. We know that practicing good hygiene is an essential part of preventing the spread of COVID-19. To protect yourself and others from getting sick, please take the following precautions:

- Wash your hand often (at a minimum of once every hour, and in addition to routine time such as after using the washroom, before eating etc....).

- Cough / Sneeze into your elbow or into a tissue and discard immediately.
- Avoid touching your eyes, nose and mouth with your hands.
- Use alcohol – based hand sanitizer if soap and water are not readily available (each workstation will be provided with alcohol- based hand sanitizer).

Hand Washing Stations Locations

- Immediately upon entry (Signage will be posted)
- Public Washrooms
- Canteen Area
- Dressing Room / Washroom Areas
- All work station areas