



COVID-19 Facility Procedures

W.J Henderson Recreation Centre - Arena rentals

Please be advised that when booking or using Loyalist Township facilities, it is the responsibility of the Permit Holder to ensure that all facility users in connection to the Agreement adhere to the following procedures:

Return to sport

Permit Holders are required to provide a 'Return to Sport' document that themselves and their rental participants will be required to agree to and must be in line with the procedures outlined in this document. Loyalist Township staff will review the document and approval will be required to proceed with the rental.

Contact tracing and screening

The Permit holder is required to maintain a record of all who attend each booking (name & phone number) for the purpose of contact tracing (this includes all participants, coaches, team staff/volunteers, referees and companions). The Township requires that a copy of the record is provided the same day as each booking takes place, this can be provided using the onsite drop box or by emailing a copy to bookings@loyalist.ca. This information could be shared with the Local Health Unit if deemed necessary. Records must be kept for thirty (30) days.

Participants/companions are not permitted to enter the facility until a representative of the booking organization/group over the age of 18 is present at the arena entrance to confirm screening and contact information. It is the responsibility of the representative to ensure that participants are social distancing, wearing a mask and abiding by all other facility procedures.

The Permit holder is responsible to ensure that everyone entering the facility is screened for COVID-19. Any person who identifies as having any symptoms or fails the self screening tool should not enter the facility. For an up to date list of self-screening questions, please visit <https://covid-19.ontario.ca/self-assessment/>.

If anyone suspects that they have contracted COVID-19 or have come into close contact with someone that has contracted COVID-19, you shall notify the Township within 24 hours. For more information on COVID-19 and COVID-19 Assessment Centres, visit <https://www.kflaph.ca/en/healthy-living/novel-coronavirus.aspx> or contact KFL&A Public Health at 1-800-267-7875.

Facility entrance

All permitted facility users will need to enter the facility using the arena entrance located at the West side of the facility. Doors will be opened fifteen (15) minutes prior to the booking to allow the Permit Holder to enter the facility. Once the Permit Holder has arrived, it will be the responsibility of the Permit Holder or a designate to allow the permitted participants and companions to enter the facility. Doors will remain locked at all times.

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Physical distancing and face coverings/masks

Any person who enters or uses the facility MUST maintain a physical distance of at least two (2) metres from any other person who is using the facility, except on the ice surface or for individuals who are from the same social circle.

It is mandatory that all individuals wear a face covering/mask while in the facility. Face coverings/masks can be removed while participants are engaged in physical activity and while resting on the players bench or penalty box. Any coach or team staff that is not engaged in physical activity on the ice surface, must wear a face covering/mask.

Dressing rooms/areas

Dressing rooms are closed to participants for the time being; reopening will be considered at a future date when it has been determined safe to do so. Participants will be permitted to use the lower portion of the stands to put on skates, helmets and gloves before entering the ice surface. Participants are permitted to bring a duffle bag into the facility, and must take the duffle bag to the bench after changing into their skates. Goalies will be permitted to put on goalie pads in the facility. Hockey equipment bags are not permitted at this time.

A representative/coach is required to be present in each of the staging areas at the bottom of the stands where participants are putting on their skates, prior to participants/companions arriving. It is the responsibility of the representatives/coaches to ensure that participants/companions are social distancing, wearing a mask and abiding by all other facility procedures.

Participants may arrive up to fifteen (15) minutes prior to their booking and must vacate the building fifteen (15) minutes after their booking. Personal items should be kept to a minimum and can be stored in a duffle bag on the bench. Immediately following the session, participants will proceed to the designated area to remove their skates and then exit the facility using the designated doors located on either side of the player benches on the South side of the facility.

A dressing room will be made available for referees to get their skates on, showers will not be available. Immediately following the session, referees may return to the dressing room to remove their skates and then proceed back to the rink using the doors at the East end of the hallway and then exiting out the 'Home Team' exit.

Capacities

The maximum number of skaters permitted in the arena area per 50-minute time slot is twenty (20).

The maximum number of coaches, trainers and team staff/volunteers permitted in the arena area per 50-minute time slot is five (5).

The maximum number of individuals permitted as companions is twenty (20) and they must meet the qualifications as outlined below.

The maximum number of individuals allowed on each players bench is five (5). The maximum number of individuals allowed in each penalty box is two (2).

Once an individual exits the facility, re-entry is not permitted.

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Companions

At this time, spectators are limited to one companion (parent/adult/guardian) accompanying each participant under the age of eighteen (18). After assisting a participant with putting on their skates, companions must locate in the designated spectator areas in front of the South exits beside the player benches. Companions must vacate the facility immediately following the rental, unless they are assisting a participant with removing their skates. Companions must maintain social distancing at all times in the facility and may only come within two (2) metres of each other if they are in the same social bubble.

Food and beverage

No food and beverage other than water is permitted in the facility during the initial reopening phase. Participants are encouraged to bring a filled water bottle, use of the bottle filling station is permitted upon entry to the arena.

Parking lot

The parking lot is considered part of the facility and all regulations regarding social distancing and gathering limits apply. All facility users must ensure that the guidelines and regulations from the Municipal, Provincial and Federal governments along with the local public health unit are practiced.

Flow of traffic

It is imperative that all guests of the facility maintain the outlined [flow of traffic map](#) in order to maintain health & safety in the facility. The flow of traffic map has been created to ensure that everyone is provided the opportunity to maintain social distancing, as well as to allow for Loyalist Township staff to clean and disinfect all high touch points during and between rentals.

Assumption of risk

The novel coronavirus (COVID-19) has been declared a worldwide pandemic by the World Health Organization. COVID-19, like many other viruses, is extremely contagious and is believed to spread mainly from person-to-person contact. As a result, federal, provincial and municipal governments and health agencies continue to recommend the practice of social distancing.

While Loyalist Township has put in place preventative measures to reduce the spread of COVID-19, the Township cannot guarantee that you and/or your child(ren) will not become infected with COVID-19, or any other virus. Further, attending programs or facilities in Loyalist Township could increase your risk and your child(ren)'s risk of contracting COVID-19, or any other virus.

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