

## **COVID-19 Safety Plan: Highlights Affecting Rental Groups**

### **ROLES AND RESPONSIBILITIES**

#### *Rental Group Coordinators (Primary Contact liaison with Facility Rentals):*

- Comply with all details of this Safety Plan as they affect rental groups.
- If available, provide to Facility Rentals, in advance, their own step-by-step health and safety protocol for participants when attending a Delta School District facility. Outline main activities, with processes aligned with directives of the Provincial Health Office, local authorities, and other relevant regulators. Identify specific control measures to mitigate the risk of virus transmission including, but not limited to, plans to manage physical distancing, common touch areas, and traffic flow.
- Sport organizations must follow their provincial sport organization's Board approved Return to Sport Plan, and guidelines provided by viaSport British Columbia or other prevailing sports body.
- Be aware of liability issues specific to COVID-19, insurance ramifications, and any legislation or ministerial orders affecting their specific sector (Emergency Program Act, etc.).
- Relay as soon as possible any unsafe conditions encountered in a facility to Facility Rentals at [facilityrentals@deltasd.bc.ca](mailto:facilityrentals@deltasd.bc.ca), 604-952-5335.
- Inform Facility Rentals immediately of any participants who attended a Delta School District facility who have a confirmed case of COVID-19.

#### *Group Leaders (on site):*

- Know the controls required to minimize participants' risk of exposure to COVID-19.
- Follow closely the Delta School District's Safety Plan and their own group's Safety Plan to ensure protocols are adhered to.
- Check participants for signs and symptoms of illness prior to entry at the facility.
- Ensure that all exposure incidents are reported promptly.
- Report unsafe conditions or actions to the custodian while on site. Then notify Facility Rentals at [facilityrentals@deltasd.bc.ca](mailto:facilityrentals@deltasd.bc.ca), 604-952-5335 and their own Rental Group Coordinator. If the on-site custodian or Facility Rentals cannot be contacted directly but immediate action is required, please contact a custodial supervisor at 604-968-6090 or 604-830-2093.

#### *Participants/Parents/Families:*

- Stay home if signs and symptoms of illness are present.
- Have a plan to pick up their child if the child shows symptoms of illness during the booking.

#### *Facility Rentals:*

- Communicate School District policies and/or policy changes in a timely manner.
- Collect information about health and safety concerns from all sources.

## RESTRICTING ACCESS TO DELTA SCHOOL DISTRICT FACILITIES

Delta School District facilities lock exterior doors. All participants must enter no earlier and exit no later than the times noted on their permit. Access to gyms is via exterior gym doors. Rental groups are limited to rooms noted on their permit, and the closest washrooms.

### *Participants with COVID-19 symptoms, or having travelled outside of Canada:*

All participants with symptoms of COVID-19, or who have travelled outside Canada in the last 14 days, or have been identified as a contact of a person with a confirmed case of COVID-19, must stay home and self-isolate in accordance with guidance from the BC Centre for Disease Control (BCCDC).

### *If a participant develops symptoms while at a Delta School District facility:*

- Immediately separate the symptomatic participant from others.
- Contact the participant's contact person immediately. Once notified, the person contacted must arrange for pick up of the participant as soon as possible.
- Contact 811 or the local public health unit to notify them of a potential case and seek further input.
- Where possible, maintain a distance of 2 metres from the ill participant.
- Provide the participant with tissues to cover their coughs or sneezes. Throw away used tissues as soon as possible and perform hand hygiene.
- Once the participant is picked up, practice diligent hand hygiene.
- Clean and disinfect the space where the participant was separated and any areas used by them.

### *Parents/Caregivers:*

Parents and caregivers should remain outside of the facility to drop off their children. Rental groups should communicate their safety plan and drop off/pick up details to parents/caregivers.

## SAFE PRACTICES

### *Physical Distancing:*

- Maintain 2 metre physical distancing between two or more participants whenever possible.
- Consider reducing the number of participants at the site.
- Physical distancing is challenging. It is reasonable to establish different expectations for varying age levels and activities. For example, younger children should be supported to have minimized physical contact with one another, while older children and adults should seek to maintain a safe physical distance whenever possible.
- Close greetings (e.g. hugs, handshakes) are to be avoided.
- Parents and caregivers must remain outside of the facility to drop off and pick up their children.
- Participants waiting outdoors for pick up should maintain physical distancing.
- Respect and follow all distancing markers, such as floor symbols, tape lines, directional signs, etc.
- Do not move chairs, tables, or markers arranged to leave at least 2 meters of space in between them.
- Do not exceed posted occupancy limits for spaces in all District schools and sites.
- The Provincial Health Officer's Order for Mass Gatherings prohibits gatherings in excess of 50 people. This refers specifically to each individual space that is booked. There can be more than 50 persons in the entire facility at any given time as long as they are not all in one area and are actively engaged in physical distancing (2 metres) to the greatest extent possible.

### *Situations Where Physical Distancing Cannot Be Maintained:*

There may be times when physical distancing may not be possible. Examples include managing children with complex/aggressive behaviours, managing participants with need for physical support, etc. In these situations, participants can maintain their safety and the safety of others by:

- following protocols including frequent hand washing and not touching the face
- regular cleaning and disinfecting shared surfaces and equipment
- limiting close contact to a small number of participants
- using personal protective equipment based on an assessment of the specific situation

### *Use of Personal Protective Equipment (PPE):*

Personal protective equipment (PPE), such as masks and gloves are not required, but should be used when all other controls are not possible or practicable.

### *Food and Drink:*

- Water fountains throughout the District cannot be used.
- When approved through Facility Rentals to bring food/drinks into a facility, participants should bring food or drink in their own containers and take containers home at the end of the booking.
- Food, drink items, dishes and cutlery are not to be shared.
- Organic materials, garbage, and recyclables must be disposed of in the appropriate containers.

### *Shared Items and Equipment:*

Sharing equipment is highly discouraged. Should there be shared equipment, each member using the equipment must take appropriate safety measures by using disinfectant spray and cloth.

### *Cleaning and Disinfecting:*

Regular cleaning and disinfecting are essential to preventing the transmission of COVID-19 from contaminated objects and surfaces. Schools are cleaned and disinfected in accordance with the BCCDC's Cleaning and Disinfectants for Public Settings document. Group leader should:

- help keep all spaces clean and ensure removal or proper disposal of garbage and recycling
- inform the custodian if portions of the space were touched/ accessed/ used that the custodian might not reasonably anticipate.
- assist in cleaning or sanitizing high-touch surfaces like door handles as much as possible.

## **UPDATES AND REVISIONS**

Circumstances related to the pandemic may change quickly. Please expect that these rules may be revised, changed, or increased in response to the fluid situation. All stakeholders will be expected to communicate such changes promptly.