

VRDBC COVID-19 Safety Plan



Introduction

All Rowing BC Member Organizations are required to develop COVID-19 Reopening Safety Plans that explicitly present the measures that will implement and maintain over the coming 12 to 18 months. Plans must be in compliance [with orders and guidance from the Provincial Health Officer](#) and must be made available to the public either by posting on the wall of the organization’s facility or on its website.

VRDBC has created this document, based on Rowing BC’s guidance document. This document has been cross referenced and is aligned with [the viaSport Return to Sport Guidelines for B.C.](#) document , [the WorkSafeBC COVID-19 Safety Plan Checklist](#) and the [Rowing Canada Aviron \(RCA\) Risk Assessment and Mitigation Checklist Tool](#).

The Provincial Health Officer’s direction is that COVID-19 Reopening Safety Plans should cover 3 things: (1) Processes to open safely, (2) Measures to keep people safe to avoid further outbreaks, and (3) A plan in the event that a case or outbreak should occur. The 5 principles from B.C.’s Restart Plan should be used to create COVID-19 Reopening Safety Plans:

To reduce the risk of the virus spreading through droplets in the air, VRDBC is implementing protocols to protect against identified risks.

Five Principles For Every Situation

Personal Hygiene:	Stay Home if You Are Sick:	Environmental Hygiene:	Safe Social Interactions:	Physical Modifications:
<ul style="list-style-type: none"> • Frequent handwashing • Cough into your sleeve • Wear a non-medical mask • No handshaking 	<ul style="list-style-type: none"> • Routine daily screening • Anyone with any symptoms must stay away from others • Returning travellers must self-isolate 	<ul style="list-style-type: none"> • More frequent cleaning • Enhance surface sanitation in high touch areas • Touch-less technology 	<ul style="list-style-type: none"> • Meet with small numbers of people • Maintain distance between you and people • Size of room: the bigger the better • Outdoor over indoor 	<ul style="list-style-type: none"> • Spacing within rooms or in transit • Room design • Plexiglass barriers • Movement of people within spaces

Club Knowledge and Awareness About COVID-19 risks and public health info

VRDBC club manager Lisa George is responsible for having a deeper understanding of the risks of COVID-19, including transmission routes and best practices for limiting spread. Her contact information is lisa@vrdbc.com

VRDBC has placed the following links on our website here and these will be reviewed daily to ensure we have current information- [Interior Health](#), [BC Centre for Disease Control](#), [Government of Canada Health Services Dr Bonnie Henry and Minister Adrain Dix COVID-19 Updates](#) Information regarding vulnerable populations will be included on the website and via direct email to all participants prior to their first session.

COVID-19 information will be shared with participants and staff as follows:

- via links on the VRDBC website [here](#)
- via direct email to participants
- via a mandatory Zoom meeting prior to first practice
- via coach prior to each session

Club Policies Regarding COVID-19

The following COVID-19 policies have been created-

Rowing protocols

- 2020 VRDBC Participant Agreement -COVID-19
- All participants must sign a Participant Agreement that contains Acknowledgement of Risk prior to their first session.
- VRDBC COVID-19 Safety Reopening Plan

Note VRDBC members must have signed the current RCA waiver.

Access and Programming

Everyone must sanitize hands when arriving, and prior to departure.

Cars will park at widely spaced designated spots.

Upon arrival participants will be reminded of hygiene protocols, and to utilize the 'Get in, row and get out' principle.

Non rowers will be asked to stay outside a designated participant area close to the club house, to minimize risks.

Coaches will verbally confirm that all participants remain healthy at the end of practice.

Only staff will access the club house to distribute equipment for participants.

Coaches will remind participants at the start of each rowing session of the land flow pattern. VRDBC may limit numbers to 5-6 participants in a group. Start times of practice sessions may be staggered, to allow small groups to launch sequentially, with enough time to allow touch points to be cleaned prior to the next group launching.

Small group sessions in 1x and household 2x will be the only boats allowed.

VRDBC will allow household 2x/- to row based on the club's membership registration data base.

After operating safely for a 14 day period, VRDBC will allow participants with rowing partners already in their expanded bubble to row in a double or pair, in accordance with the Provincial Restart Plan and the Provincial Health Officer's orders.

Participants must sign up online prior to attending sessions.

Equipment and oars will be allocated via the online sign up.

Staff will place oars at designated spots for participants to move to the dock.

Participants will place oars at a numbered position on the dock, and will launch from that assigned place.

Records of equipment use will be kept to enable minimal sharing of equipment.

The oar house, shipping container and dragon boat shed will be only accessible by staff who will have a private code.

The portable toilet has been removed from the site.

An athlete's only area adjacent to the club house is will be clearly marked.

Non participants will be directed to the open area close to the water on the North side of club house.

Operations

Prior to reopening, VRDBC will communicate the 2020 COVID-19 Reopening Safety Plan to staff and participants via email, Protocols via a Zoom meeting, and on the VRDBC website.

Staff will have in person, onsite training about personal safety procedures and physical distancing requirements prior to programming commencing.

Participants will have updates and ongoing education at every practice.

Identified touch points at VRDBC such as locks, docks, boat straps, bins and buckets will be cleaned by staff as per the daily cleaning schedule.

Signage posted at the club will include Physical Distancing, Hygiene, COVID-19 symptom list, and an Athletes-only area.

VRDBC will send weekly email will be sent to participants and staff. This will contain reminders of key areas of safety in COVID-19, to enable feedback and identify concerns and any perceived gaps.

A detailed hard-copy record of all equipment use will be kept for every session, stating name of shell, participant name, date and time of session and coach's name.

Hygiene

The dock will be cleaned and sanitized by staff after every group launches. A daily record will be kept onsite of all cleaning. All cleaning supplies will be kept in the oar house.

Staff and participants will be required to sanitize their hands both when entering and leaving the site.

A closed container to dispose of staff PPE is inside the oar house. The lid will be sanitized prior to and after rowing sessions. Participants will be required to take personal waste items with them when leaving.

Equipment Cleaning and Sanitization

All rowing equipment will be washed with soap and water, and then rinsed following any rowing session.

All participants will wash rowing shells they used.

Widely separated wash and rinse stations will be used, with coaches supervising procedures and ensuring both thoroughness and physical distancing.

Staff will be solely responsible for cleaning club oars.

Owners of private equipment must be responsible for washing oars and shells.

Staff will provide buckets of soapy water and sponges for each wash station.

These will be cleaned and recharged for each group.

Staff will be responsible for washing their coach boats, as well as sanitizing all personal safety equipment.

Cleaning procedures will be demonstrated in person onsite.

Safety Equipment

Staff have individually assigned equipment as follows-

- Individual coach boats

- Individual kill switches

- Individual gas cans

- Individual coach boat safety kits

- Individual masks and gloves

- Individual radios

- Individual loud hailers

- Individual PFD's

Health Monitoring

Participants should note that in COVID-19 they may identify as being in a vulnerable population, and at high risk. Information regarding vulnerable populations will be included on the [VRDBC website](#) and via direct email to all participants prior to their first session. Those identified at risk will be informed of information on the websites such as [BCCDC](#).

Participants identifying in the high-risk category may have separate launching times.

Vulnerable populations may include-

- older adults
- those with underlying medical conditions and/or compromised immune system

Self-screening must be undertaken daily prior to attending a rowing session. Here is a link to a [self assessment tool](#).

If a participant or staff member is COVID symptomatic they should contact VRDBC club manager Lisa George lisa@VRDBC.com

At the start of each rowing session staff will verbally confirm that all participants have done such a check and are symptom-free. A daily record of this information will be kept at the club, signed by the session coach.

Public Health Authority information about screening, possible self-isolation, and quarantine requirements is [available here](#).

VRDBC will store participants attendance records on-site for 30 days. These records include acknowledgement of self screening and that participants are not COVID-10 symptomatic.

Private Boat Owners

All equipment required by Transport Canada must be carried in the rowing shell. Oars, lifejackets and all associated safety equipment will be stored offsite as there will be no access to the oar house.

Private equipment users must comply with the protocols and policies in VRDBC's COVID-19 Safety Plan.

The only times for unsupervised rowing will be as follows (rowing independently outside these hours is not permitted):

Sunday and Monday

Tuesday and Thursday prior to 3pm

Wednesday after 11am

Saturday after 11.30am

Private boat owners are welcome to participate in scheduled club rowing sessions providing they comply with the protocols and policies in VRDBC's COVID-19 Safety Plan.

Private boat owners will be informed of cleaning protocols via email and be required to acknowledge reading, understanding and complying via email prior to access VRDBC facilities.

Private boat owners wishing to row outside programmed hours will be required to remove their oars from the club house and take them home, due to the club house being locked outside program hours.

Non-Compliance

Non-compliance will be addressed by the following 3 steps:

1. The first instance, if minor will be addressed by the participant being required to attend an education session with the club manager or a coach prior to attending another practice. If the instance is a major infraction (deliberate refusal to comply) step 2 will apply immediately
2. The second instance of non compliance (or first instance if a major infraction) will result in the participant being denied access to VRDBC programs and facilities for 14 days following the incident. Also during that time the participant will be required to attend an education session with the club manager or a coach prior to resuming rowing. In order to return the participant must agree in writing to comply with all procedures and policies, and acknowledge that if there is another instance of non compliance then they will be unable to participate in any VRDBC programs in 2020, or access any VRDBC facilities.
3. If the participant has another instance of non-compliance they will be immediately notified via email that they will be denied access to VRDBC programs and facilities for the remainder of the rowing season in 2020. Their rowing shell must be removed from the club grounds at this time.

VRDBC Medical Response Plan

Medical Lead Martin George

Medical lead will communicate with individual who self-reports COVID-19 symptoms, and with local health authorities.

Communications Lead Lisa George

Communication Lead will facilitate all internal communications regarding a suspected or confirmed COVID-19 case.

If there is a suspected or confirmed case of COVID-19 at the club Medical Lead will:

- Immediately report and discuss the suspected outbreak with the Medical Health Officer (or delegate) at the health authority.
- Cooperate with local health authorities if contacted by a medical health officer in the course of contact tracing.
- Immediately close the club and implement enhanced cleaning measure prior to re-opening.
- Implement your illness policy and advise individuals to:
 - self-isolate
 - monitor their symptoms daily, report respiratory illness and not to return to activity for at least 10 days
 - 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.
 - Individuals can contact 8-1-1 if further health advice is required and 9-1-1 if it is an emergency.
 - Individuals can learn more about how to manage their illness [here](#)
- In the event of an suspected or confirmed case Rowing Canada Aviron and Rowing BC will be contacted.

If there is a suspected or confirmed case of COVID-19 at the club Communications Lead will:

- Access the club data base where contact details for all participants and staff has been created, including emergency contacts. This list will enable prompt communication should any emergency require connecting with staff and participants
- Immediately communicate with all club participants and staff to advise of the situation
- Communicate the club closure and cleaning procedures that will be completed prior to the club re-opening
- Communicate the importance of daily self-screening for all participants and staff
- Ensure that all participants and staff are able to readily communicate with the Communication

Approvals and Publishing

VRDBC's COVID-19 Safety Plan is posted on our website [here](#).

The motion passed by the VRDBC Board of Directors is below- At a VRDBC Board of Directors meeting on May 31, 2020 the following motion was passed-

The VRDBC Board of Directors approve VRDBC COVID-19 Safety Plan