

COVID-19 – Re-opening Documentation

Athletics – Facility Staffing Protocols

PRIOR TO YOUR SHIFT

1. Any staff member displaying any COVID-19 symptoms (as outlined by public health at the time), or those who have returned from travel to another region/province/country within the last 14 days, may not enter a SUPERDOME facility
 - ➔ Staff will be screened upon entry (self-assessment via link/form)
 - ➔ Any staff member who has been diagnosed with COVID-19 will require a doctor's note prior to being permitted inside a SUPERDOME facility.
2. There will be a single dedicated entrance and separate exit for everyone (consult pre-activity information provided by your supervisor)
3. Staff will be granted access to the building at their scheduled start time.
4. All staff are asked to sanitize their hands prior to entering the facility. It is also recommended that staff have their own hand sanitizer on them at all times to apply as necessary.
5. Staff must wear a mask at all times in the SUPERDOME.
6. Staff must adhere to physical distancing requirements at all times (maintaining a 6 foot or 2-meter distance between themselves and another person).
7. Staff are not permitted to share/provide equipment or other items with others unless they are from the same household (e.g. pens, clipboards, sports equipment, etc.)
8. Staff must adhere to any additional safety guidelines issued by their Manager/SUPERDOME facility.
9. Guidance will be given to staff on acceptable sign-in/sign-out methods (e.g., punch clocks may not be available) prior to their shift.

DURING YOUR SHIFT

1. Staff must assist with the enforcement of all protocols.
2. Staff must follow flow of traffic throughout building unless otherwise instructed by a supervisor.
3. Staff must sanitize every 30-minutes or upon entering/exiting the fieldhouse.
4. Dedicated check-in stations may be assigned for each staff. These areas will ensure physical distancing.
→ Staff are encouraged to remain in these dedicated areas unless otherwise required for customer care requirements.
5. In order to maintain physical distancing at all times, any material which is required to be given to a participant/parent or fellow staff member must be done by placing objects for pickup.
6. Staff will assign participants to the designated area prior to each session.
7. **First aid: In case of a first aid situation, all staff members are to mask themselves and use gloves when they are within 6 feet of participants. Facility operations staff must be notified of any incident requiring first-aid.**

AFTER YOUR SHIFT

1. Staff must sanitize/clean any equipment used before returning it to its proper storage location or in before used by another individual/group. (if applicable)
2. Staff must maintain physical distancing at all times (maintaining a 6 foot or 2-meter distance between themselves and another person) and immediately at the conclusion of their shift after checking out with their supervisor. They may not remain in facility to observe additional activities or converse with other facility patrons/staff.
3. It is highly recommended that all staff wash clothing using hot water and soap following each use, as well as any other personal items used.

ADDITIONAL PROTOCOLS-BEFORE & DURING YOUR SHIFT

1. Any handouts must be pre-packaged by staff and delivered “curb side pickup” style when participants enter the building (I.e., use of additional table might be required to adhere to physical distancing requirements).
2. Any forms collected must use a drop-box style collection method to adhere to physical distancing requirements.



FOR GENERAL INQUIRIES OR FIELD BOOKING, PLEASE CALL 613-829-3663