

**OPENING**

**THE FORT LIARD COMMUNITY CENTER  
DECEMBER 2020**



[//www.Fort Liard.com](http://www.FortLiard.com)

## **OPENING THE FORT LIARD RECREATION CENTER**

Community facilities such as the recreation center are used for a wide range of local activities and services.

Re-opening the Fort Liard Recreation Center will help promote physical and mental wellness one of the most important aspects of a person's life. Physical distancing will be enforced, and stringent cleaning and disinfecting protocols will be set up. At least one staff member will always be in each area of the facility.

Only those services that can be open and available will be available. Services must be scheduled so that there are no conflicts.

**ONLY ACTIVITIES LISTED UNDER PHASE 1 AND PHASE 2 WILL BE PERMITTED UNLESS THE ORGANIZED HAS AN APPROVED OCPHO EXEMPTION**

**MAXIMUM OF 25 PERSONS IN THE BUILDING**  
plus staff  
*unless the organizer has a OCPHO approved exemption*

# **GENERAL PROCEEDURES, PRACTICES, AND RULES**

## **DURING COVID-19**

**I**t may be necessary to introduce socially distanced queuing systems to reduce the risk of congestion at the front door and lobby.

**P**ublic access will not be allowed in specific areas of the Building. Areas not in use will be blocked off.

**E**ach person who enters the Building must follow the guidelines of the Covid-19.

**E**ach person entering through the Fort Liard Community Center "Building" entrance will need to take the Covid-19 screening questionnaire

**E**ach person entering use hand sanitizer and may need to be wearing a mask.

**P**ersonal information such as name and telephone number / contact information may be recorded.

**O**nce the screening process is complete, they will be given a name tag with a green sticker to let workers and others know to find individuals who have been screened.

**F**ootprints and/or arrows will be placed on the floor 6.5 feet (2 meters) apart so that individuals entering the Building will be aware of social distancing requirements and of how they need to social distance.

**S**taff, participants, and youth [with parents if under age 10] will then proceed to the community hall or arena and when done their activities the participants will be escorted to an exit.

**S**terilizing wipes will be available in high touch areas. Screening staff will need to wipe down areas such as the front entrance door handles, pens, tables, and seat arm rests in the reception / waiting area.

**S**pectators will not be allowed.

**C**ommunal food will not be allowed.

**L**ive music will not be allowed.

**A** minimum of one staff will be needed for screening and one for the event. One cleaner will always be on site.

**I**f at any time operations staff determine that COVID-19 protocol is not being followed persons, participants, or staff not following COVID-19 procedures will be asked to leave and be not permitted back in the building until all restrictions have been lifted.

**C**leaning procedures will follow "Cleaning and disinfecting public spaces during COVID-19" issued by the Government of Canada. Cleaning will begin after everyone leaves

**R**isk assessments will be done periodically to ensure that a safe environment is kept.

## **Community Hall**

People will enter the front foyer for screening and once the screening is completed, they will be directed to the community hall by staff.

- Only those wearing a green sticker will be allowed entry.
- Anyone who is not feeling well be asked to leave.
- Any staff experiencing symptoms will be sent home. If the symptoms are serious, staff should seek medical attention.
- A person showing COVID-19 symptoms will be sent home. If the symptoms are serious, they should seek medical attention.
- No spectators allowed until Phase 3 of "Emerging Wisely".
- Once a program or event is completed participants will use exit by the rear exit, so as not to interfere with people getting ready for the next program.
- The exit door will be watched to ensure no entry and that fire regulations are met.
- A thorough cleaning will start after everyone leaves.
- If there is more than one program the staff will gather the next group in front foyer for the next program until the cleaning process is complete.
- One staff member must always be in the Community Hall.

## **Meetings and Rentals**

- Only persons wearing a green entry sticker will be allowed entrance to the hall.
- Events must be booked four weeks in advance of the event and a "Rental Application" completed.
- One staff member must always be in the Community Hall and one in the Entrance Lobby.
- The Hamlet may require the renter to supply an approved variance from Public Health Requirements.
- Participants must follow the directions of hamlet staff.

## **Worship Services/Funerals**

- Worship services must be booked two weeks in advance and a "Rental Application" completed.
- Funeral Services require approval from the OCPHO prior to the service
- Only persons wearing a green entry sticker will be allowed entrance to the service.
- No singing will be permitted
- Two-meter physical distancing must be kept for people not part of the same family
- Participants will be directed to seating while keeping social distancing
- No moving about the hall, standing, or socializing will be allowed.
- Once a program or event is completed participants will use exit by the rear exit. In addition to the set of rules for the community hall the renter must ensure extra signage and COVID-19 supplies are provided at the renters' cost
- The exit door will be checked to ensure no entry and fire regulations are met.

- One staff member; plus, the clergy, must always be in the hall and one in the Entrance Lobby.
- Cleaning will start after everyone leaves.

### **Cleaning**

- Staff will sanitize high traffic areas and equipment as used and when finished. Thirty (30) minutes is the average time for clean up before the next program start.

### **Youth center (in Community Hall)**

- Youth will enter the front foyer for screening, then be directed to the community hall by staff.
- Only those wearing a green sticker will be allowed entry.
- Anyone who is not feeling well be asked to leave.
- Any staff experiencing symptoms will be sent home. If the symptoms are serious, staff should seek medical attention.
- A person showing COVID-19 symptoms be sent home. If the symptoms are serious, person should seek medical attention.
- No spectators allowed until Phase 3 of "*Emerging Wisely*".
- Specific rules as to what is allowed will be posted and reviewed by staff at the beginning of each event.
- Once a program or event is completed youth will use the rear exit to not interfere with people getting ready for the next program.
- The exit door will be monitored to ensure no entry and fire regulations are met.
- Cleaning will commence after everyone leaves. Chairs and tables used will all be wiped.
- If more than one program the staff will gather next group in front foyer for the next program.

## Arena Area

People will enter the front foyer for screening, then be directed to the community hall by staff.

- Only those wearing a green sticker will be permitted entry.
- Anyone who is not feeling well be asked to leave.
- Any staff experiencing symptoms will be asked to be sent home. If the symptoms are serious, staff should seek medical attention.
- A person showing COVID-19 symptoms be asked to be sent home. If the symptoms are serious, the person should seek medical attention.
- No spectators allowed until Phase 3 of "Emerging Wisely".

### Ice Programing

- Hockey organizers must have an approved exemption order before hockey will be permitted
- Each person must wear a mask upon entry, masks can be removed when arriving to ice area.
- Registration for community members will be provided so we can ensure controlled numbers in the activity space.
- Equipment will need to be signed out by the participant - When returned each item will need to be disinfected, and logged as cleaned on sign out sheet

### Public and Family Skate

- People will enter the front door for screening, then lead to the play area by the Rec. Leader.
- Chairs will be setup for people putting on skates, chairs will be wiped down after a person exits.
- Change rooms can be available to store belongings as requested, but to only access lockers and use the washroom.
- 1 Rec Leader will always be on the ice always, and 1 assistant off ice to assist when needed.
- Once a program or event is completed participants will use exit by the rear exit , as to not interfere with people getting ready for the next program.
- The exit door will be monitored to ensure no entry and fire regulations are met.
- Cleaning will commence after everyone leaves.
- If more than one program the staff will gather next group in front foyer for the next program.

## SWIMMING POOL

The swimming pool is seasonal and will remain closed until the summer of 2021 when plans will be developed for opening.

## FINAL CLEANING

After all events are completed the facility will receive a thorough cleaning before being closed for the night.

The following guidelines will always be followed to help prevent the spread of infection.

- Clean surfaces before using disinfectant.
- Read and follow manufacturer's instructions for **safe use of cleaning and disinfection products** (e.g. wear gloves, use in well-ventilated areas, allow enough contact time for disinfectant kill germs based on the product being used).
- If using gloves, wash hands with soap and water for at least 20 seconds after removing gloves. If soap and water are not available, use an **alcohol-based hand sanitizer** containing at least 60% alcohol.
- Damp cleaning methods (damp clean cloths and wet mops) are preferred over dry methods (dusting and sweeping). Damp methods of cleaning are less likely to distribute virus droplets into the air.
- Put used disposable cleaning items (e.g. mop heads, clothes) in the lined garbage bin before disposing of them with regular waste. Reusable cleaning items can be washed using regular laundry soap and hot water (60-90°C)
- In addition to routine cleaning and disinfecting surfaces that are frequently touched with hands should be cleaned and disinfected more often, as well as when visibly dirty.
- Shared spaces such as kitchens and bathrooms should also be cleaned and disinfected more often.