

**Town of Gander  
Dept. of Recreation & Community Services**

**STEELE COMMUNITY CENTRE**

**COVID-19 SAFETY PLAN & GUIDELINES  
FOR RESTARTING OPERATIONS**



Updated: Nov 13, 2020

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## Introduction

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This Safety Plan for restarting operations was created to inform patrons and arena user groups about the guidelines and procedures in place to prevent the transmission of COVID-19 and to maintain a safe and healthy environment for all participants, and staff during the COVID-19 pandemic.

Start Dates:

August 24, 2020: Opening of arena for hockey/skating schools.

September 19, 2020: Anticipated start date for skating sessions.

September 28, 2020: Anticipated start date for seasonal ice user groups (Silver Jets - Sept 14<sup>th</sup>).

Currently, the Steele Community Centre is always locked and only those renting the ice are permitted in the arena as well as 40 spectators which is controlled by the person renting the ice. The group renting the ice is required to have someone assigned to the door to let the skaters in their group into the building.

## Resources

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NL Public Health Guidance for all Alert Levels

<https://www.gov.nl.ca/covid-19/alert-system/public-health-guidance-for-all-alert-levels/>

NL Alert Level 2 Guidelines:

<https://www.gov.nl.ca/covid-19/alert-system/alert-level-2/>

NL Public Health Arena Operations Guidance:

<https://www.gov.nl.ca/covid-19/information-sheets-for-businesses-and-workplaces/arena-operations-guidance/>

NL Public Health Use of Non-medical Masks in Public:

<https://www.gov.nl.ca/covid-19/non-medical-masks-use-in-public/>

NL Public Health COVID 19 Symptoms & Treatments

<https://www.gov.nl.ca/covid-19/covid-19-symptoms-treatment/>

## Steele Community Centre Ice Arena Facility General Guidelines

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### General Arena Guidelines:

- All access to the arena will be done by reservation by phone (709-651-5927) or email (recreation@gandercanada.com) to minimize contact with employees.
- Patron screening must be done by the user group prior to entry into the facility. Patrons are to be asked to remain home or leave the facility if they answer yes to questions regarding the presence of symptoms related to COVID-19, exposure to others with symptoms or having traveled outside the Atlantic Provinces in the last 14 days.
- Effective August 24, 2020, wearing a non-medical mask that covers the nose and mouth is mandatory for people 5 years of age or older in public buildings. Masks may be removed when engaging in a physical activity such as hockey, figure skating or public skating sessions. Therefore, the mask must be worn until you enter the ice surface for your session.
- Signage will be posted at the entrance to all facility and program spaces regarding COVID-19 safety precautions.
- Participants in any program or activity must adhere to physical distancing requirements.
- Maximum ice occupancy to ensure physical distancing requirements will be 59 skaters at one time (ice user groups may minimize this number depending on their program).
- There will be a separate entrance and exit with patron movement noted by floor markings and directional signage.
- Patron movement through the arena lobby will be one way only.
- Currently, there are space for 40 spectators in the building which is regulated by the group renting the ice. They must use the assigned seating as marked.
- Dressing rooms are available, however, due to social distancing there are a maximum of 7 – 8 persons allowed at one time. It is recommended that participants arrive at the facility in their appropriate gear and equipment for their activity and use the assigned seating area in the lobby to put their skates on.
- Showers and washrooms located in the dressing rooms are not available. Main washrooms in the lobby are available for use.

- Ice rental groups will be allowed to arrive up to 10 minutes ahead of their scheduled program/activity time and must exit the facility within 10 minutes of the end of their scheduled program/activity time. Facility staff will open the door 10 minutes before the session if all users from the previous session have left the building.
- Programs and rental group activities will be scheduled for a 60-minute ice session (which includes 50 minutes on ice and 10 minutes for ice resurfacing)
- There will be a minimum of 25 minutes between each rental to facilitate for the exit of one group and the arrival of another group.
- At no time are two different ice user groups permitted in the stadium at the same time. The previous user group and spectators must all be left the building before the next group enters.
- Coaches who are on the bench with the skaters are required to wear a mask since there is not enough room for social distancing. However, coaches on the ice taking part in the physical activity are not required to wear a mask while on the ice.
- Each team can only have 5 skaters on a bench at a time. All other skaters must remain on the ice surface or wait in the lobby area.
- Participants are advised that chairs and benches are being sanitized with a cleaning solution. The participant is responsible to make sure the area is dry before sitting. The Steele Community Centre is not responsible for any damage to clothing or equipment.
- Absolutely no spitting will be tolerated. Participants seen spitting on the ice or in the arena will be asked to leave the facility immediately and the ice rental session will have to be suspended for staff to clean the area.
- Hand sanitizer and/or hand washing options are available and patrons will be instructed to use these options before and after participation in class. However, all user groups are encouraged to have their own hand sanitizers on site for their participants.
- All user group officials/coaches must inform ice users on the safety guidelines and expectations of hand washing and sanitization at the start of each class.
- The indoor water fountains will not be available. Patrons should bring their own water bottles clearly marked with their names.

### Arena Rental User Groups Guidelines:

- All minor sport and arena rental user groups affiliated to a provincial sport organization must have a COVID-19 Return to Play Plan approved by the Province and which has been adopted by their local sports organization and sign the declaration provided by the Town of Gander's Recreation & Community Services Department ensuring that they will follow the Steele Community Centre COVID 19 Safety Plan and Guidelines as well as the NL Public Health Guidelines.
- Rental user groups that are not affiliated with a recognized local sports organization will be required to sign the declaration provided by the Town of Gander's Recreation & Community Services Department ensuring that they will follow the Steele Community Centre COVID 19 Safety Plan as well as the NL Public Health Guidelines.
- Dept. of Recreation & Community Services staff will periodically monitor the activities of the rental/user group and those found in contravention of the Steele Community Centre COVID 19 Safety Plan or the NL Public Health Guidelines will risk losing their ice time and risk closure of the facility for all.
- Rental/user group participants must always adhere to physical distancing requirements.
- Since the building will be locked, each user group must assign someone from their organization to let only their participants and spectators into the building.
- Organizers must make a record of all participants/coaches/sport officials/supervisors for each activity. However, providing contact information is voluntary and individuals cannot be denied entry to an activity based on this choice. This record must be kept for 14 days to aid in contract tracing and made available to the Department if requested.
- If any group is using another office or supply room, they will be required to make sure the room is sanitized, and physical distancing is followed.
- Social events post activity/rental/program are not permitted.
- Post session, food or beverages should not be shared among participants.

### Public Skating Sessions Guidelines:

- A maximum of 59 skaters will be permitted on the ice during the skating session based on first come first served.
- Skaters will pay at the Ticket Office. Credit or debit is the preferred payment.
- Patrons will be asked to arrive no earlier than 10 minutes prior to the start of the session and follow the foot traffic patterns as posted on the floor and walls of the arena and lobby.
- No changerooms or showers are available.
- Skaters are advised to arrive at the facility in the appropriate gear and equipment for their activity. However, there will be an assigned area at the arena if needed to put skates on.
- One staff will be on duty patrolling the ice and educating patrons on physical distancing and other COVID-19 safety guidelines.
- Once the session has ended, patrons will be given a 10 minute “exit time” and leave the building via the posted traffic patterns.
- Only 40 spectators are currently allowed in the building. All spectators must leave their contact information with the ticket agent and use the assigned seating as marked.

### Rapid Response Guidelines:

A Rapid Response system ensures the safest way possible to contain and reduce transmission of COVID-19 to athletes, coaches, volunteers, and staff as they partake in organized sport.

- If during an ice session, an athlete is exhibiting **TWO OR MORE** of the symptoms listed under the NL Public Health COVID-19 website (see the following link for symptoms <https://www.gov.nl.ca/covid-19/covid-19-symptoms-treatment>) they must leave the arena immediately and follow the guidelines for the NL Public Health COVID-19 Self Assessment Tool.
- If the user must wait for a guardian to pick them up, they must go to dressing room #5 and isolate away from other users under the supervision of a coach. Once the guardian arrives, the user must use the closest exit door to leave the stadium to avoid other users. The coach is then responsible to notify facility staff so proper cleaning protocol can be done in and around dressing room #5.

## Cleaning and Disinfecting

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- Program spaces and equipment will be cleaned and disinfected in accordance with the NL Provincial Health Guidelines.
- Steele Community Centre staff will be provided with a cleaning schedule showing areas to be cleaned and staff will be required to log and sign cleaning times.
- Garbage cans and recycling bins will be cleaned daily.

## Staff Safety & Training

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- Steele Community Centre Staff will be trained in the following protocols to support a healthy return to ice activities:
  - Monitoring and supervision of physical distancing requirements.
  - Safe practices for first aid emergencies.
  - Expectations that every employee adheres to regarding the requirement to stay home if sick or experiencing symptoms of COVID-19
  - Proper and appropriate use of PPE such as masks and gloves if required
  - Cleaning and sanitization procedures and safety measures
  - Frequent hand washing/sanitizing

## Conclusion

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The Recreation & Community Services Department will continue to monitor and adapt to the guidelines and recommendations of the Provincial Health Authority. Our safety plans will be adjusted and changed based on the Alert Level information provided by the Provincial Health Authority.

Any patron or group who requires further information is asked to call the Department at 709-651-5927 or email [recreation@gandercanada.com](mailto:recreation@gandercanada.com).

## User Group Declaration

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All user groups must sign the declaration below stating that you have read the Steele Community Centre COVID-19 Safety Plan and Guidelines.

I \_\_\_\_\_ (print name), on behalf of \_\_\_\_\_

(name of user group), agree to follow all guidelines presented in this document and any subsequent updates which may be issued pertaining to the Steele Community Centre COVID-19 Safety Plan and Guidelines and the NL Public Health Guidelines.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Witness: \_\_\_\_\_

Date: \_\_\_\_\_