

Ace Volleyball Club

Day Camps

COVID-19 Reopening Plan

Premises Name:	The Facility by Ace Volleyball Club	Premises Size:	40 Feet Wide by 70 feet Long
Type of Premises:	Single Court Sport Facility		
Street Address:	3160 – 36 Street North Lethbridge		
Contact Phone Number:	403-667-2463	Prepared By:	Sarah Wildman
Contact Email:	dwildman@acevolleyballclub.ca	Contact Name:	David Wildman

Ace Volleyball Club Day Camp Details and COVID-19 Risk Mitigation Actions

Program	Item	Details	Actions
Private Coaching Day Camp	Safety	<ul style="list-style-type: none"> Individually booked Day Camp session(s) for skills learning, development and Volleyball principles. Maximum cohorts within the building during these sessions will be a maximum of 5. Cohorts in the building at the time of the session(s) will be limited to: 1 Coach, 1 athlete or 2 athletes or 3 athletes and 1 other adult supervisor No Coach, adult supervisor (parent), or athlete (child) will be allowed to attend the program if they are showing any varying degree of sickness. <i>*See Action 1*</i> Parents and/or guardians will be required to check their athletes (child's) temperature daily before attending the session. <i>*See Action 2*</i> Day Camp Session(s) will keep daily records for everyone entering The Facility to attend the Day Camp Session(s) and who stay within The Facility for longer than 15 minutes. This includes all visitors and special guests also entering The Facility. <i>*See Action 2*</i> 	<ol style="list-style-type: none"> Parents will be required to sign off on a document to confirm they have complied with the temperature screening prior to session commencement. Temperatures will be checked with a touchless thermometer upon arrival for a session. This will be recorded by each athlete's name. <i>*See attachment 1*</i> Day Camp specific sign in/ information sheets will be created for completion by those attending ANY of the Day Camp Session(s). These sheets will be left within The Facility in order to facilitate contact tracing in the event of an outbreak. Prior to completing the sign in sheet every person will be required to use the hand sanitizer available. <i>*See attachment 1*</i>

		<ul style="list-style-type: none"> Athletes will be required to bring their own water bottle and water. The use of a public water fountain on site is prohibited. 	
	Illness	<ul style="list-style-type: none"> If an athlete (child) becomes ill or develops any symptoms while attending the session(s) this athlete will be separated from those within The Facility (minimum of 2 meters) and have their Parent and/or Guardian contacted immediately. <i>*See Action 1*</i> If the newly ill athlete (child) required close contact and care from the Coach present, the Coach will sanitize their hands prior to donning a mask and after mask removal. <i>*See Action 2*</i> Any and ALL items used by the recently ill athlete (child) will be thoroughly cleaned and disinfected as soon as the athlete (child) has been picked up by their Parent and/or Guardian. Any item that can't be thoroughly and properly cleaned will be stored in a sealed container for a minimum of 10 days. <i>*See Action 3*</i> If any Coach develops illness while leading any Day Camp Session(s), they will immediately remove themselves from any contact with others, send an email to our Board of Director and go home. Once home, the Coach will be provided with information and encouraged to use the self-assessment guide and to get tested for COVID-19 if indicated. <i>*See Action 4*</i> 	<ol style="list-style-type: none"> As our Private Coaching Day Camp Session(s) will only allow for a maximum of 3 people within The Facility at once, separation for anyone becoming ill will be easy to facilitate. Masks and multiple hand sanitizing station are positioned around The Facility for easy and safe access. Proper cleaning and disinfecting materials are kept and available within The Facility along with a plastic container with lid that will be used for all uncleanable items. The mentioned container will itself be a material that is able to be properly disinfected after each use. Every Coach will use the Hand Sanitizer available at The Facility to use on their selves prior to leaving and locking The Facility.
	Drop Off and Pick Up Procedures	<ul style="list-style-type: none"> Compliance with our COVID-19 Drop Off and Pick Up Procedure is a hard requirement for all attending our Day Camp Session(s) <i>*See Action 1*</i> 	<ol style="list-style-type: none"> Procedure details will be left at The Facility for easy access as well as emailed to all Coaches applicable to the Day Camp Session(s)

		<ul style="list-style-type: none"> Alcohol based hand sanitizer containing at least 60% alcohol content will be located at our one front door entrance and staff backdoor entrance for use by Staff, Parents performing the drop off and pick ups as well as any other visitors entering The Facility. Newly created signage will be posted at the front door and the backdoor staff entrance detailing that no one is permitted to enter The Facility if they are sick. <p><i>*See Action 2*</i></p>	<p><i>*See attachment 2*</i></p> <ol style="list-style-type: none"> No admittance sign for door display <p><i>*See attachment 3*</i></p>
	Physical Distancing	<ul style="list-style-type: none"> Athletes (cohorts) cannot mix with others within the same room/space at the same time, including pickups and drop-offs, meals, playtime, outdoor activities, etc. <p><i>*See Action 1*</i></p> <ul style="list-style-type: none"> Social distancing practices will be in place. No close greetings (handshakes etc.). 	<ol style="list-style-type: none"> As our Private Coaching Day Camp Session(s) have a maximum of 3 within The Facility at one session time, we are able to always practice Physical Distancing. The Day Camp Session(s) will not allow for meal times or snack times as the Session(s) run times are short enough that we won't have to accommodate this.
	Use of Shared Spaces	<ul style="list-style-type: none"> Only one athlete (cohort) will be using any volleyball equipment at one time. In preparation for any following Day Camp Session(s) all balls previously handled will be properly disinfected. Time between sessions will setup to allow for proper (unrushed) cleaning and disinfecting. Our single use bathroom will be properly cleaned and disinfected after each Day Camp Private Session(s) has concluded. <p><i>*See Action 1*</i></p>	<ol style="list-style-type: none"> As we have 1 single toilet bathroom, we will display the cleaning and disinfecting log within the bathroom to be used for tracking purposes. Signage will be posted in the bathroom to detail proper COVID-19 hand hygiene and respiratory etiquette. <p><i>*See attachment 4*</i></p>
	Program Planning	<ul style="list-style-type: none"> When planning our Day Camp Sessions, we have evaluated and answered the below suggested questions. 	<ol style="list-style-type: none"> No activity that will be practiced and participated in violates a public health order.

		<ul style="list-style-type: none"> • Does the activity violate a public health order? *See Action 1* • Does the activity involve shared surfaces or objects frequently touched by hands? *See Action 2* • Can an activity be modified to increase opportunities for physical distancing? *See Action 3* • No group transportation is ever allowed within any of our Ace Volleyball programs. This is in reference to pre and current COVID-19 times. • The Coach will manage their time in between sessions (if applicable) to ensure they are able to have a snack or their lunch while The Facility is empty of anyone else but themselves. Hand Sanitizing will be required for before and after any food is consumed by The Coach while they are inside The Facility. 	<ol style="list-style-type: none"> 2. Yes, our Private Coaching Day Camp Session(s) do use shared objects within The Facility. This however is managed by previously detailed cleaning and disinfecting and newly created procedures to ensure compliance with The Government of Alberta standards for COVID-19. All shared items are properly disinfected in between sessions and single athlete uses. 3. Our Private Coaching Day Camp Session(s) already ensure physical distancing as a safety precaution to the Coach leading the session. A minimum of 6 feet of space is always in place when these sessions are happening.
	<p>Food Services Meals and Snacks</p>	<ul style="list-style-type: none"> • No food sharing will be permitted with The Facility at any time. • The Coach running the session(s) will manage their own time and eat their personal/individual snack or meal in between the single athlete session(s). *See Action 1* 	<ol style="list-style-type: none"> 1. The Coach will be required to use hand sanitizer before and after eating any individual meal within The Facility. Proper disinfecting wipe down action will also be required of any table or chair used prior and after their personal meal has been concluded.
	<p>Cleaning</p>	<ul style="list-style-type: none"> • Surfaces will be cleaned and disinfected as per the AHS guidelines *See Action 1* • All surfaces will use the “wipe-twice” method. Wipe surfaces with a cleaning agent to clean off soil and then wipe again with a disinfectant. 	<ol style="list-style-type: none"> 1. Cleaning Procedure will be left at The Facility for reference as well as emailed to any Coach running a Private Coaching Day Camp Session(s). This is in compliance with the AHS Public Health Guidelines for Environmental Cleaning of Public Facilities during Respiratory Illnesses in the Community. *See attachment 5*

Program	Item	Details	Actions
Small Group Day Camp Up to 50 cohorts	Safety	<ul style="list-style-type: none"> • Individually booked Day Camp session(s) for group skills learning, development and Volleyball principles. • Maximum cohorts within the building during these sessions will be a maximum of 50. • Cohorts in the building at the time of the session(s) will be limited to: 50 individuals/cohorts. • Spectators will not be permitted to watch any Small Group Session Day Camp. • No Coach, or athlete (child) will be allowed to attend the program if they are showing any varying degree of sickness. <i>*See Action 1*</i> • Parents and/or guardians will be required to check their athletes (child's) temperature daily before attending the session. <i>*See Action 2*</i> • Each Day Camp Session(s) will keep daily records for everyone entering The Facility to attend the Small Group Day Camp Session. This includes all visitors and special guests also entering The Facility. <i>*See Action 2*</i> • Athletes will be required to bring their own water bottle and water. The use of a public water fountain on site is prohibited. 	<ol style="list-style-type: none"> 1. Parents will be required to sign off on a document to confirm they have complied with the temperature screening prior to session commencement. Temperatures will be checked with a touchless thermometer upon arrival for a session. This will be recorded by each athlete's name. <i>*See attachment 1*</i> 2. Day Camp specific sign in/ information sheets will be created for completion by those attending ANY of the Day Camp Session(s). These sheets will be left within The Facility in order to facilitate contact tracing in the event of an outbreak. Prior to completing the sign in sheet every person will be required to use the hand sanitizer available. <i>*See attachment 1*</i>
	Illness	<ul style="list-style-type: none"> • If an athlete (child) becomes ill or develops any symptoms while attending the session(s) this athlete will be separated from those within The Facility (minimum of 2 meters) and have their Parent and/or Guardian contacted immediately. <i>*See Action 1*</i> • If the newly ill athlete (child) required close contact and care from the Coach present, the Coach 	<ol style="list-style-type: none"> 1. A physically distanced section of The Facility will be setup to allow for any ill athlete to use while awaiting their Parent and/or Guardian to collect them outside of The Facility. 2. Masks and multiple hand sanitizing station are positioned around The Facility for easy and safe access. 3. Proper cleaning and disinfecting materials are kept

		<p>will sanitize their hands prior to donning a mask and after mask removal. *See Action 2*</p> <ul style="list-style-type: none"> Any and ALL items used by the recently ill athlete (child) will be thoroughly cleaned and disinfected as soon as the athlete (child) has been picked up by their Parent and/or Guardian. Any item that can't be thoroughly and properly cleaned will be stored in a sealed container for a minimum of 10 days. *See Action 3* If any Coach develops illness while leading any Day Camp Session(s), they will immediately remove themselves from any contact with others, send an email to our Board of Director and go home. Once home, the Coach will be provided information and encouraged to use the self-assessment guide and to get tested for COVID-19 if indicated. *See Action 4* 	<p>and available within The Facility along with a plastic container with a lid that will be used for all uncleanable items. The mentioned container will itself be a material that is able to be properly disinfected after each use.</p> <p>4. Any Coach will use the Hand Sanitizer available at The Facility to use on their selves prior to leaving and locking The Facility.</p>
	<p>Drop Off and Pick Up Procedures</p>	<ul style="list-style-type: none"> Compliance with our COVID-19 Drop Off and Pick Up Procedure is a hard requirement for all attending our Day Camp Session(s) *See Action 1* Alcohol based hand sanitizer containing at least 60% alcohol content will be located at our one front door entrance and staff backdoor entrance for use by Staff, Parents performing the drop off and pick ups as well as any other visitors entering The Facility. Newly created signage will be posted at the front door and the backdoor staff entrance detailing that no one is permitted to enter The Facility if they are sick. *See Action 2* 	<ol style="list-style-type: none"> Procedure details will be left at The Facility for easy access as well as emailed to all Coaches applicable to the Day Camp Session(s) *See attachment 2* No admittance sign for door display *See attachment 3*

	Physical Distancing	<ul style="list-style-type: none"> • Athletes (cohorts) cannot mix with others within the same room/space at the same time, including pickups and drop-offs, meals, playtime, outdoor activities, etc. *See Action 1* • Social distancing practices will be in place. No close greetings (handshakes etc.). 	<ol style="list-style-type: none"> 1. With our Small Group Day Camps reaching a maximum capacity of 10 cohorts in The Facility. Each individual athlete (child) will be instructed of the physical distancing of all modified program drills. The Day Camp Session(s) will not allow for meal times or snack times as the Session(s) run times are short enough that we won't have to accommodate this.
	Use of Shared Spaces	<ul style="list-style-type: none"> • Each athlete (cohort) will be given their own ball and other equipment (if applicable) to use during the session. If someone's ball leaves their possession within The Facility, they will be required to disinfect said ball prior to resuming use. • In preparation for any following Day Camp Session(s) all balls previously handled will be properly disinfected. Time between sessions will setup to allow for proper (unrushed) cleaning and disinfecting. • Our single use bathroom will be properly cleaned and disinfected after each Day Camp Private Session(s) has concluded. *See Action 1* 	<ol style="list-style-type: none"> 1. As we have 1 single toilet bathroom, we will display the cleaning and disinfecting log within the bathroom to be used for tracking purposes. Signage will be posted in the bathroom to detail proper COVID-19 hand hygiene and respiratory etiquette. *See attachment 4*
	Program Planning	<ul style="list-style-type: none"> • When planning our Day Camp Sessions, we have evaluated and answered the below suggested questions. • Does the activity violate a public health order? *See Action 1* • Does the activity involve shared surfaces or objects frequently touched by hands? *See Action 2* • Can an activity be modified to increase opportunities for physical distancing? 	<ol style="list-style-type: none"> 1. No activity that will be practiced and participated in violates a public health order. 2. Yes, our Small Group Day Camp Session(s) do use shared objects within The Facility. This however is managed by previously detailed cleaning and disinfecting and newly created procedures to ensure compliance with The Government of Alberta standards for COVID-19. All shared items are properly

		<p>*See Action 3*</p> <ul style="list-style-type: none"> • No group transportation is ever allowed within any of our Ace Volleyball programs. This is in reference to pre and current COVID-19 times. • The Coach will manage their time in between sessions (if applicable) to ensure they are able to have a snack or their lunch while The Facility is empty of anyone else but themselves. Hand Sanitizing will be required for before and after any food is consumed by The Coach while they are inside The Facility. 	<p>disinfected in between sessions.</p> <p>3. Yes, each specific Volleyball drill and activity has been modified by The Coach leading the session to ensure that physical distancing is maintained and contact is avoided. There will be a lot of more individual drills and training that each athlete will do at the same time.</p>
	<p>Food Services Meals and Snacks</p>	<ul style="list-style-type: none"> • No food sharing will be permitted with The Facility at any time. • The Coach running the session(s) will manage their own time and eat their personal/individual snack or meal in between the single athlete session(s). <p>*See Action 1*</p>	<p>1. The Coach will be required to use hand sanitizer before and after eating any individual meal within The Facility. Proper disinfecting wipe down action will also be required of any table or chair used prior and after their personal meal has been concluded.</p>
	<p>Cleaning</p>	<ul style="list-style-type: none"> • Surfaces will be cleaned and disinfected as per the AHS guidelines <p>*See Action 1*</p> <ul style="list-style-type: none"> • All surfaces will use the “wipe-twice” method. Wipe surfaces with a cleaning agent to clean off soil and then wipe again with a disinfectant. 	<p>1. Cleaning Procedure will be left at The Facility for reference as well as emailed to any Coach running a Private Coaching Day Camp Session(s). This is in compliance with the AHS Public Health Guidelines for Environmental Cleaning of Public Facilities during Respiratory Illnesses in the Community.</p> <p>*See attachment 5*</p>

Attachment 1

PLEASE CLEAN HANDS WITH THE SANITIZER PROVIDED PRIOR TO COMPLETING THIS SHEET!!

The Facility by Ace Volleyball Club

COVID-19 Sign in and Acknowledgment Sheet

Athlete Name	Day Camp Session Name	Day Camp Date	Parent and/or Guardian Phone Number	Temperature	Parent and/or Guardian Signature

By completing this sign in form, I acknowledge that I as the registered athlete’s parent and/or guardian have complied with the requirements for checking my child’s temperature daily prior to attending the Day Camp Session that has been registered for.
This requirement was detailed in the email that was sent directly to me prior to the Session date.
By completing this form, I release Ace Volleyball Club including Coaches and Directors of any liability should any injury and or illness occur during any session including but not limited to COVID-19.

Attachment 2

Ace Volleyball Club
Drop Off and Pick Up Operating Procedure

Procedure Scope

The purpose of this Drop Off and Pick Up Procedure is to ensure that proper physical distancing is in effect and consistently practice by all athletes, coaches and parents and/or guardians using The Facility by Ace Volleyball Club.

Procedure Details and Strategy

Private Coaching Day Camp Sessions

- One single athlete will be in attendance, along with their parent and/or guardian with the duration of their session.
- Arrival time for the schedule session will not exceed 5 minutes to session commencement.
 - This will ensure proper disinfecting time for the equipment if there was a previous session as well as ensure that nobody is staying in the space that isn't required.
- Upon arrival, each individual entering The Facility will be required to use the hand sanitizer provided.
- Once the session has concluded, everyone leaving The Facility will again be required to use the hand sanitizer provided.
- The only front door entrance is required to stay clear of anyone dropping off or picking up their athlete (child)
 - If the Coach notices someone walking to enter the building as an athlete or parent/guardian is leaving it is a requirement of the Coach to safely instruct those wanting to enter to wait until the entrance way has been cleared of those previously there.

Small Group Day Camp Sessions

- Parents and/or guardians who are Picking Up and Dropping Off their athlete will be instructed to wait in their vehicle until they are able to safely approach The Facility and the front door
 - Ensuring that the parent and/or guardian waits in their personal vehicle until the entrance is cleared will ensure that physical distancing is help in place for all the athlete coming and going for their sessions.
- Arrival time for the schedule session will not exceed 5 minutes to session commencement.
 - This will ensure proper disinfecting time for the equipment if there was a previous session as well as ensure that nobody is staying in the space that isn't required.
- Upon arrival, each individual entering The Facility will be required to use the hand sanitizer provided.
- Once the session has concluded, everyone leaving The Facility will again be required to use the hand sanitizer provided.
- The only front door entrance is required to stay clear of anyone dropping off or picking up their athlete (child)
 - If the Coach notices someone walking to enter the building as an athlete or parent/guardian is leaving it is a requirement of the Coach to safely instruct those wanting to enter to wait until the entrance way has been cleared of those previously there.

Attachment 3

DO NOT ENTER



IF YOU ARE FEELING SICK

No one is permitted to enter The Facility by Ace Volleyball if they are feeling sick or if your status has changed since completing your Health Assessment email.

Thank you for understanding.

Ace Volleyball Club Day Camps – COVID-19 Reopening Plan – Lethbridge

Attachment 4

Bathroom Cleaning and Disinfecting Log

Cleaner Name	Time and Date of Clean	Signature

Please use the designated disinfectant and rubber gloves while cleaning the bathroom.

All surfaces that are touched by users are required to be cleaned using the “wipe-twice” method as outlined by the Government of Alberta.

Thank you!

Attachment 5

This Document from AHS is to be printed and accessible for viewing for all Coaches at The Facility. Each item detailed for general cleaning, prevention and Enhanced Measures are now the standard guidelines that will be followed by all using and maintaining The Facility.

COVID-19 Public Health Recommendations for Environmental Cleaning of Public Facilities

Public Health Guidelines for Environmental Cleaning of Public Facilities during Respiratory Illnesses in the Community

This document is to support owners and operators of public facilities with general cleaning and disinfection considerations as it relates to COVID-19. For general information on COVID-19 or to find site specific resources, please visit: ahs.ca/covid.

General Cleaning

- Increase daily cleaning and disinfection of common areas and surfaces. Pay particular attention to door knobs, light switches, staff rooms, desktops, washrooms and other high touch surfaces.
- Cleaning refers to the removal of visible dirt, grime and impurities. Cleaning does not kill germs but helps remove them from the surface.
- Disinfecting refers to using chemical to kill germs on surfaces. This is most effective after surfaces are cleaned. Both steps are important to reduce the spread of infection.
- Use a **disinfectant** that has a Drug Identification Number (DIN) and a virucidal claim.

Be sure to follow the instructions on the label to disinfect effectively.

- Alternatively, you can make a 1000ppm bleach water solution by mixing 20 ml (4 teaspoons) of unscented, household bleach with 1000 ml (4 cups) of water. Ensure the surface remains wet with the bleach water solution for 1 minute.
- Be sure to take the appropriate precautions when using chemicals for cleaning and disinfecting. Consult the product's Safety Data Sheets.

Prevention

- [Wash your hands often and well](#)
- Avoid touching your face, nose, or mouth with unwashed hands
- Avoid close contact with people who are sick
- Clean and disinfect surfaces that are frequently touched
- Stay at home and away from others if you are feeling ill

- [When sick, cover your cough and sneezes and then wash your hands](#)

Enhanced Measures

- In the event of a cluster of illness in a specific public facility, please adhere to any additional recommendations provided by Public Health at that time.

For more information, please contact your nearest Environmental Public Health office.

Edmonton Main Office	780-735-1800	Grande Prairie Main Office	780-513-7517
Calgary Main Office	403-943-2288	Red Deer Main Office	403-356-6366
Lethbridge Main Office	403-388-6689	www.ahs.ca/eph	PUB-0568-202004

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June 1, 2020
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