

# RCSC Safety Plan 2021 - Manitoba

Updated June 15, 2021

Royal City Soccer Club (RCSC) operates summer day camps where campers and staff go home at the end of the camp day. RCSC does not run overnight camps.

## 1. Public Health Measures

Royal City Soccer Club (RCSC) will implement all public health measures to manage covid-19. These measures generally come from the Provincial Health Officer. RCSC Staff will be trained on covid-19 safety procedures prior to the camp season starting and continuously throughout the summer as public health measures & recommendations are updated.

### Finding, Tracing, and Managing Outbreaks

- The role of finding, tracing, and managing outbreaks is the responsibility of Public Health, not camp staff.
- RCSC staff will record and keep daily records of all persons entering the camp and all incidents that occur at camp. Records will be kept for a minimum of 30 days.
- Attendance is taken daily for staff, volunteers, campers, visitors, and parents/guardians dropping off & picking up campers.

## 2. Environmental Measures

Environmental measures are physical changes to a space or environment to reduce the risk of exposure to the virus. RCSC staff will be reminded to abide by all safety standards provided by provincial and public health officers.

### 2.1 Facilities

- Camp activities will be conducted outdoors wherever possible unless there is inclement weather.
- Playgrounds can be used by staff and campers if appropriate hand hygiene is practiced and if necessary, cleaning & disinfecting is administered.
- If camp must go indoors, all restrictions and protocols provided by the facility will be followed including ventilating the space as much as possible (i.e., windows & doors open).

### 2.2 Physical Markers

- Physical markers (e.g., cones) will be placed during sign in & out procedures to provide guidance to campers and parents/guardians where possible to ensure physical distancing.
- If physical distancing is not possible, wearing masks will be required.
- Appropriate signage will be posted to remind staff and campers of safety guidelines.

### 2.3 Cleaning

- Equipment that is used regularly by many people will be cleaned & disinfected regularly (min. twice daily). Shared equipment will be cleaned between use.
- High contact surfaces will be cleaned and disinfected more frequently. These surfaces include some camp equipment, door and toilet handles, light switches, and tables.
- Washroom visits will be monitored to ensure proper cleaning and disinfecting is performed after each use.
- Appropriate cleaning and disinfecting products will be used by camp staff.

### **3. Administrative Measures**

Administrative measures are implemented through policies, procedures, planning and training to manage & reduce virus exposure.

#### **3.1 Cohorts**

- RCSC recognizes that a camp cohort is a group of campers and staff who remain together throughout the camp session.
- Cohorts will be comprised of 10 or fewer campers who should remain mostly apart from other cohorts.
- If a camper requires a support worker or other additional personal assistance, this person(s) will be included in the cohort count and that individual must follow all health guidance.
- Multiple cohorts may use shared indoor spaces if physical distancing is followed and if necessary, masking.
- Where possible, staff will remain with the same cohort.
- Campers and staff will be encouraged to bring only personal items to camp that are necessary.
- Staff and campers will be discouraged from sharing personal items.
- Staggered scheduled handwashing and washroom visits will be recommended to avoid mixing cohorts.
- Before and after care will be carefully managed to limit cohorts mixing.

#### **3.2 Physical distancing & minimizing physical contact**

- Within cohorts, physical distancing should include avoiding physical contact and spreading out wherever possible.
- If campers from different cohorts will be in the same space for extended periods of time, efforts will be made to ensure sufficient space to maintain a 2-meter distance between individuals from different cohorts is possible.
- Staff should remain with a single cohort as much as it is practicable and feasible.
- The number of staff interacting with each cohort should be minimized as much as possible.
- Staff must avoid physical contact with other staff and campers and should encourage campers to do the same.
- Staff will not greet with physical contact (high fives, handshakes, etc.)

#### **3.3 Visitors**

- All visitors must complete an electronic or in person screening before they are granted access to the camp premises.
- Staff will keep records of the date, names and contact information for all visitors entering the camp premise.
- All visitors should wear masks while at camp.

#### **3.4 Staff training**

- In addition to normal staff training, staff will receive specific provincial covid-19 training.
- Staff training will be conducted virtually online wherever possible.

#### **3.5 Camper and Parent education**

- Campers and parents will be provided covid-19 related policies and procedures relevant to their camp in advance of their week of camp.
- Campers & parents will be provided clear & concise expectations for the campers and parents/guardians.

### **3.6 Pick up and drop off**

- When possible, pick up and drop off shall occur outside and parents should remain in their vehicle if possible.
- All individuals, including camp participants, parents/guardians, staff, and visitors must be screened either prior to arrival or upon arrival before being granted entry to camp.
- If screening is done at camp, staff shall take appropriate precautions including maintaining a distance of at least 2 meters and must wear personal protective equipment (i.e., mask and face shield)
- Masks are required by both parents/guardians and campers during pick up and drop off.
- Appropriate signage and markers will be posted to ensure physical distancing and to remind parents/guardians, campers, and staff of guidelines.
- Staff will record screening, pick up and drop off persons and all other relevant information on the sign in/out sheet. Parents will not be required to sign this form.

### **3.7 Program activities**

- All programming and activities are designed or modified to encourage physical distancing. High contact activities should not be scheduled.
- Shared equipment will be cleaned daily.
- All activities will be facilitated outdoors wherever possible.
- Singing or chanting will be discouraged unless in a suitable outdoor space to ensure adequate physical distancing.

### **3.8 Transportation**

- Bus transportation will only be used for unavoidable travel only.
- When using group transportation, necessary sanitation, appropriate PPE, and physical distancing will be maintained.
- Masks must be worn for all campers & staff on bus transportation.
- Passengers must sanitize or wash hands before loading bus.
- Loading will go from back to front to limit close contact.
- Staff will keep records of the bus seating plan.

### **3.9 First Aid**

- The First Aid (FA) camp staff and patient should wear masks while care is provided.
- Wherever possible, the FA staff should guide patient to do their own first aid.
- FA staff must use approved and provided mask, gloves, and eye protection for first aid applications.

### **3.10 Record keeping**

- RCSC will keep a daily record of the following:
  - camper name
  - Drop off/ pick up time
  - Adult completing drop off/pick up
  - Adult and child's emergency contact information
  - All staff that interact with each cohort
  - Campers and staff unable to attend due to being symptomatic
  - Any incidents of campers/staff becoming symptomatic at camp
  - Covid-19 daily self-assessments completed by parents/guardians, campers, staff, and visitors
  - Schedules of where each camper was during the day
  - Bus transportation seating plan

- Records will be kept for a minimum of 30 days after the completion of camp.

## **4. Personal Measures**

Personal measures can be taken by the individual for the safety of themselves and others they interact with.

### **4.1 Daily health check**

- Staff, campers, parents/guardians and visitors will be made aware they should not enter camp if they are sick or are required to self-isolate.
- Staff must complete a daily employee health check per the PHO order, administered by another staff member.
- When possible, screening will be done at home electronically to ensure that the camper/staff does not have any covid-19 symptoms, has travelled outside of Canada within the last 14 days, lives with someone who has covid -19, or has been identified as a close contact of someone who has covid -19
- If the camper/staff has not completed an at home electronic screening, one will need to be completed at site by a staff member.
- Anyone who has failed to provide proof of a daily health check or has not passed the screening will be denied entry to the camp.

### **4.2 Staying home and self-isolation**

- The following campers, staff or other persons are required to stay home and self-isolate:
  - Anyone with the following symptoms fever or chills, cough, loss of sense of smell or taste, difficulty breathing, sore throat, loss of appetite, extreme fatigue or tiredness, headache, body aches, nausea or vomiting, and diarrhea
  - Anyone who has travelled outside of Canada within the last 14 days
  - Anyone who lives in a household with someone who has covid-19
  - Anyone who has been identified by Public Health as a close contact of someone who has covid -19
- Staff will keep records of anyone who is unable to attend camp and their reasoning
- If anyone who has entered the camp facility is diagnosed with covid-19, staff will report to and consult with local public health authorities.
- RCSC has a flexible sick-leave and absence policy that should discourage staff from reporting to work while sick.

### **4.3 What to do when symptoms develop at camp**

- If a camper or staff member develops covid-19 symptoms while at camp, the individual will be separated immediately from the others in a supervised area to ensure physical distancing (2 meters).
- Parents/guardians will be notified immediately, and the camper will need to be picked up as soon as possible.
- If physical distance cannot be maintained from the ill camp participant, both individuals must use the proper PPE to limit the spread (e.g., mask, eye protection, gloves)
- Staff will contact the local public health unit to notify them of a potential case and to determine next steps.

### **4.4 Hand hygiene**

- Staff and campers will be encouraged to frequently wash hands or sanitize throughout the day.
- Handwashing stations and alcohol-based hand sanitizer (60%) will be provided to ensure proper hand hygiene practices.
- Scheduled handwashing breaks will be incorporated throughout the day.

- Signage will be posted to remind staff and campers on proper techniques and practices for handwashing and staff will continue to teach campers how to properly wash hands.
- Proper hand hygiene will be maintained before and after each activity to limit any spread.

#### **4.5 Respiratory Etiquette**

- Staff will be encouraged to teach campers how to cough or sneeze into their elbow.
- Used tissues should be thrown away and perform hand hygiene.
- Campers and staff should be reminded to avoid touching their eyes, nose & mouth with unwashed hands and to refrain from sharing any food, drinks, or unwashed utensils.

### **5. Personal Protective Equipment (PPE)**

#### **5.1 Non-medical masks & face coverings (masks)**

- Masks are required by staff indoors except when:
  - Sitting or standing at their workstation
  - If there is a barrier in place
  - Eating or drinking
- Masks are required by all campers indoors except when eating or drinking.
- Masks are required during pick up and drop off.
- Masks are required during transportation.
- Masks are not required outdoors.
- Masks are worn when 2 meters distancing cannot be maintained, except between members of the same cohort.
- Masks are not needed when urgent actions are required to support child safety.

#### **5.2 Gloves**

- Staff will be trained on proper donning of PPE and gloves will be available to all camp staff.
- Gloves should be worn for cleaning and disinfecting purposes and disposed of after use.

#### **5.3 Face shields**

- Face shield are not required in the camp setting and should not be worn as a replacement for masks.
- Face shield should be worn when performing first aid.

#### **5.4 Emergency first aid PPE**

- Each site will be provided with a minimum of the following emergency first aid PPE:
  - Medical grade mask (50)
  - Eye protection (Face shield)

### **Additional Resources**

4-3-2-One Great Reopening Path - <https://www.manitoba.ca/covid19/prs/reopening/index.html>

Shared Health Manitoba - <https://sharedhealthmb.ca/>

Government of Manitoba - <https://www.manitoba.ca/>

Recreation Manitoba - <https://recreationmb.ca/>