

KHS Facility and Services Winter 2021 Reopen Protocols December 2020

This document is intended to serve as a unified COVID-19 protocol resource for all indoor recreation facility and programming offered through the Faculty of Kinesiology & Health Studies.

General Access Control Processes

Pre-Arrival Communication

- Student participants will be asked to arrive at scheduled time alone and ON TIME at a time designated by the individual program/service. All participants must take the [Health, Safety & Wellness online COVID orientation](#) prior to returning to campus.
- Parking for participants to be as directed by Parking Services policy. Lot 10 parking (by pass type or metered parking) offers the closest parking option for the CKHS facility.
- Participants will enter the facility through the CKHS Atrium checkpoint (activated as of January 4, 2021)
- Participants will be asked to dress appropriately for the activity they are attending; only aquatics participants will have limited access to change facilities and are not expected to arrive in swimming attire.
- Participants are encouraged to download the Canada COVID-19 app.
- COVID-19 symptom self-check questions must be verified by University staff prior to facility entry. Hand sanitizer must be used prior to entry and when exiting.
- Any participant developing symptoms must agree to must follow the following protocol:
 - Anyone with COVID-19 symptoms (e.g., chills, conjunctivitis (pink eye), cough, diarrhea, fatigue, fever >38 C, muscle or body aches, sore throat, shortness of breath, difficulty breathing, runny nose) should go straight home and contact HealthLine 811 for further guidance. If an individual is severely sick (e.g. difficulty breathing, chest pain, etc.), call 911.
 - Staff experiencing symptoms of the illness (fever, cough or difficulty breathing) must be sent home. The University of Regina has an employee illness policy to encourage staff who are sick to stay home.
 - Supervisors must notify KHS COVID-19 Manager Erica O'Neill (Erica.oneill@uregina.ca) and their Out of Scope Dean or Director of any ill individuals.
 - After the individual is sent home, contact Health Safety & Wellness to determine what cleaning procedures are required for the area(s) that the ill individual occupied. Follow up deep cleaning will be coordinated with Custodial Services.

Campus Arrival

- Arrive at the south CKHS Atrium entrance
- Main Reception checks the participant in and directs them to activity or service specific check point elsewhere in CKHS
- CKHS check in based on:
 - Health Screen Questions:
 - Are they are sick (or have been in the past 2 weeks)? Symptoms may include: chills, conjunctivitis (pink eye), cough, diarrhea, fatigue, fever >38 C, muscle or body aches, sore throat, shortness of breath, difficulty breathing, runny nose.

- Have they been traveling internationally (including the US) within the last 2 weeks (or exposed to someone who has travelled?)
 - Have been exposed to someone who is suspected to have COVID-19
- If the participant answers yes to any screening questions, they are asked to exit immediately through specified Atrium doors.
- Participant must be wearing a mask and acknowledge that it is a requirement for their time in the facility (until otherwise directed for Aquatics participation only).
- Those that meet criteria are granted access.
- Participants will proceed to the next facility check point and wait on identified spaced floor decals until they are given further instructions by the staff attendant.
- Upon entry to their activity space, participants will be required to use hand sanitizer.

Departure

- At the end of the session, the participants leave the area and proceed back to the Atrium for departure through the specified doors.
- As the participants leave their activity, they will again be asked to use hand sanitizer
- Clients are asked to leave the area and move on with their day (as opposed to lingering and talking in exit areas).

Cleaning Protocol

In consultation with John Papandreas (FM, Custodial Services) the following plan is required for cleaning spaces to be used by KHS health services during the Winter 2021 reopen.

- Oxivir wipes will be used (1 minute contact time) and ionized fogger with Oxivir solution (40:1 water:oxivir) for space disinfection will occur at scheduled intervals following participant activity.
- KHS will coordinate daily “deep cleaning” with FM Custodial Services to ensure additional protective disinfection for specified areas/surfaces

Fitness & Lifestyle Centre Training Centre

- Oxivir wipes will be used (1 minute contact time) and ionized fogger with Oxivir solution (40:1 water:oxivir) will be used for space disinfection between activity sessions.
- KHS staff will fog/wipe down all equipment during planned cleaning blocks between user sessions
- The KHS staff will also wipe the door knobs (interior and exterior) for the space (where applicable)
- Each morning (prior to 7:00 am) FM Custodial will empty garbage and provide “deep clean” services to ensure all specified surfaces are cleaned prior to start of training

Aquatics

- Oxivir wipes will be used (1 minute contact time) and ionized fogger with Oxivir solution (40:1 water:oxivir) will be used for space disinfection between activity sessions.
- KHS staff will fog/wipe down all equipment during planned cleaning blocks between user sessions

- The KHS staff will also wipe the door knobs (interior and exterior) for the space (where applicable)

Employees

- Employees are required to practice physical distancing at work.
- Employees who are unwell or have been in contact with someone with symptoms or that has been diagnosed with COVID-19, must not attend the University. Symptoms may include: chills, conjunctivitis (pink eye), cough, diarrhea, fatigue, fever >38 C, muscle or body aches, sore throat, shortness of breath, difficulty breathing, runny nose.
- Employees should wash their hands upon arrival at work and frequently throughout the day. They should wash their hands with soap and water for at least 20 seconds.
- Use an alcohol-based hand sanitizer when hands are not visibly dirty and handwashing isn't available.
- Only use hand sanitizer that is at least 70 per cent alcohol and approved by Health Canada (available through the Faculty)
- Avoid touching your face, mouth, nose and eyes.
- Cough or sneeze into a tissue, then immediately dispose of the tissue and wash your hands. If a tissue is not available, cough or sneeze into your elbow, not your hands.
- All employees will receive training in the proper use and disposal of personal protective equipment.
- All employee must take the Health Safety & Wellness online COVID orientation.
- In the event that an employee becomes symptomatic, they must notify their supervisor and that information should be passed on to Health, Safety, and Wellness without delay.

Emergency Response during COVID Precautions

Emergency Procedures outlined in case of medical emergency:

- Assess the situation and activate EMS/911 if emergency is determined. Security is automatically alerted if call placed from a University telephone. If not, ask a bystander to call security at 585-4999. They are trained in First Aid and able to help.
- If EMS is activated, have a bystander meet them at the CKHS Atrium entrance to assist in EMS getting to the emergency efficiently.
- If AED is required, staff will run to get it themselves or send a colleague/bystander if one is available. Nearest AED locations will be the FLC East or West end or the bottom of the main CKHS stairs leading to the FLC. If cabinet is alarmed, leave it open to call potential bystanders/security to help. Pocket Masks/gloves are stored with the AED's.
- First Aid kits are stored (list needed)

PPE required by responder:

- Medical Mask (ensure masking/re-masking for patient as well if it does not inhibit delivery of first aid)
- Nitrile Gloves
- Pocket Mask or BVM in the case of delivering rescue breaths

- Responder may choose not to deliver breaths if pocket mask or BVM is not available or uncomfortable with the situation
- Take care to ensure PPE is don and doffed correctly

Cleaning/Disposal protocols for Emergency Equipment:

- Follow proper hand hygiene following an emergency- wash hands with soap and water for at least 20 sec and/or use an approved 70% hand sanitizer.
- Valve attachments for pocket masks should be disposed of and then an order placed to replace them.
- Gloves, masks and other disposable CPR masks should be securely disposed of in a plastic lined garbage receptacle. Gloves can be recycled in tetracycle recycling box is available.
- Pocket mask bases and BVM's can be cleaned in a bleach solution (as per Red Cross guidelines) or Oxivir solution. Single use BVM's should be disposed of.
- AED, if used, would be taken by EMS- discuss replacement with security officer.
- If there are blood or body fluids spilled, contact custodial and/or locate a blood/body fluid kit to clean up and dispose of correctly. There is a blood and body fluid kit in the FLC.
- Clean other areas or equipment with Oxivir wipes that may have been contacted.

Monitor Symptoms

- Staff should self-monitor after Emergency response, especially in the case that they were unprotected, or patient has suspicious symptoms.
- Use of the Canada COVID-19 symptom tracker app

FLC Operational Process

- Session participants arrive in waiting area at main FLC entrance (stand on spaced floor dots)
- Signage at FLC front door, explaining variety of new policies and rules for clients.
 - Clear "ENTER" and "EXIT" stickers at the entrance/exit to the FLC to alert patrons of the proper way to gain access and vacate post-workout
 - Directional arrows, alerting people to the direction of travel they are expected to move through the equipment/machines
 - Signage at entrance and at equipment to remind patrons that spotters are not permitted
- At session start time, participants will be signed in, verified, directed to use hand sanitizer and directed to their workout station.
- Map at entrance is posted at entrance to assist in directing participants to the appropriate workout station.
- All individuals (staff and participants) must wear a mask throughout their time in the facility
 - Protective plexiglass guard installed at FLC desk for protection of staff (to be secured through FM)
- Two Facilities Attendants will be onsite during each fitness session. One would be stationary at the FLC front desk, one would be roaming through the FLC weight equipment and cardio equipment to provide instruction on station use or to answer questions.
- At the end of the workout, Facilities Attendant will sound an airhorn. Participants will break down/replace equipment in use and prepare to exit.

- Staff will direct participants to exit (spaced and by group) along the South side of the track to the skybridge at the West end of the FLC. Participants use hand sanitizer and will leave through the bridge and exit down the stairs and out of the building.
- Exit doors will be propped open while the FLC is open, to allow patrons to exit the space without touching door handles. This will be monitored by the staff member working at the FLC desk to ensure people are not entering via the exit.
- Once the facility is vacated, the staff completes disinfection wipe down/fogging in preparation for the next group.
- Once equipment has been thoroughly cleaned by staff and reset, Attendants can begin the check in process for the next group.

Other points of consideration:

- Complaints regarding social distancing - if a patron is not following social distancing required, they will receive one verbal reminder/warning from a staff member to respect the 6-foot distancing. A second offense by a patron will result in staff member instructing patron to leave the facility and may result in future suspension/termination of membership. Campus Security should be available in the event the patron refuses to vacate.
- All Facilities Services staff will be required to complete training provided by Health and Safety prior to working. This training will include proper PPE procedures.
- Including cleaning checklist log for staff to initial once cleaning has been completed

Aquatics Operational Process

- Session participants arrive in waiting in the main CKHS/PAC corridor near the entrance of the change rooms (stand on spaced floor dots aligning with appropriate male/female changeroom)
- Signage at FLC front door, explaining variety of new policies and rules for clients.
 - Directional arrows, alerting people to the direction of travel they are expected to move through the change facilities and while on deck
 - Signage reminding participants of the need for quick apparel changes going in and leaving the space, will be posted in waiting areas and in the change areas near the stations
 - Signage indicating no access to lockers to be posted in waiting and change areas
 - Signage indicating no access to showers to be posted in waiting, change, and shower areas in the facility
- At session start time, participants will be signed in, verified, and directed to a specific change station within the change room
- Map at entrance is posted at entrance to assist in directing participants to the appropriate change station.
- Once changed, the participant may move on to the pool deck and to an available deck top waiting area (spaced floor dots) with a zip lock bag (for stowing mask)
- Once all participants are in place, they will be directed to remove and stow their mask (in their zip lock bag), and move to a specific lane marker at the end of one of the lanes to enter the water
- All individuals (staff and participants) must wear a mask throughout their time in the facility, leading up to entry into the water

- Two Lifeguards and one Facilities Attendants will be onsite during each fitness session. The Attendant will be responsible for check in while the Lifeguards are cleaning and prepping the space for the next group. Lifeguards will perform Aquatics Centre participant supervision and guarding duties during the sessions.
- At the end of the workout, Facilities Attendant will sound an airhorn. Participants move to the edge of the pool at the nearest lane end (maintaining spacing)
- Staff will direct participants to exit (spaced and by group) along the South deck of the pool, back through the change room doors to change out of their swimming attire and exiting through the the West (Men) or East (Women) change room side doors, and into CKHS corridors for to exit. Participants use hand sanitizer as they leave the change facility
- The Lifeguards begin deck sanitization as the participants leave. Once the facility is vacated, the Lifeguards complete disinfection wipe down/fogging of the change room in preparation for the next group.
- Once equipment has been thoroughly cleaned by staff and reset, Attendants can begin the check in process for the next group.

Other points of consideration:

- Complaints regarding social distancing - if a patron is not following social distancing required, they will receive one verbal reminder/warning from a staff member to respect the 6-foot distancing. A second offense by a patron will result in staff member instructing patron to leave the facility and may result in future suspension/termination of membership. Campus Security should be available in the event the patron refuses to vacate.
- All Facilities Services staff will be required to complete training provided by Health and Safety prior to working. This training will include proper PPE procedures.
- Including cleaning checklist log for staff to initial once cleaning has been completed

URFit Classes

- Session participants arrive in waiting area at North Gym 3 West gym entrance (stand on spaced floor dots)
- Signage at Gym 3 West entry door, explaining variety of new policies and rules for clients.
 - Clear “ENTER” and “EXIT” stickers at the entrance/exit to the FLC to alert patrons of the proper way to gain access and vacate post-workout
 - Directional arrows, alerting people to the direction of travel they are expected to move through the equipment/machines/stations
- At session start time, participants will be signed in, verified, by the instructor, directed to use hand sanitizer and directed to their workout station.
- Map at entrance is posted at entrance to assist in directing participants to the appropriate workout station.
- All individuals (staff and participants) must wear a mask throughout their time in the facility
- The Instructor is the only staff member on site for the URFit offerings
- At the end of the workout, the Instructor will direct participant exit of the area through a marked exit door on the South side of Gym 3. Participants use hand sanitizer and will leave through the marked CKHS Atrium doors

- Once the facility is vacated, the Facility Attendants will complete disinfection wipe down/fogging in preparation for the next group.
- Once equipment has been thoroughly cleaned by staff and reset, the space can be reset for the next class, and the Instructor can begin the check in process for the next group at the appropriate time.

Other points of consideration:

- Complaints regarding social distancing - if a patron is not following social distancing required, they will receive one verbal reminder/warning from a staff member to respect the 6-foot distancing. A second offense by a patron will result in staff member instructing patron to leave the facility and may result in future suspension/termination of membership. Campus Security should be available in the event the patron refuses to vacate.
- All Facilities Services staff will be required to complete training provided by Health and Safety prior to working. This training will include proper PPE procedures.
- Including cleaning checklist log for staff to initial once cleaning has been completed
- In the event of building evacuation, exit the building as you normally would despite floor markings. Upon re-entering, disinfect hands and high touch areas used during the evacuation (strike plates, push bars, hand rails, door knobs, etc.)