GAELS

RE-OPENING OF CAMPUS ATHLETIC FACILITIES

Alignment with Provincial Step 3 – Roadmap to the Re-Opening of Ontario

September 7, 2021 Update

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LAND ACKNOWLEDGEMENT



Artist – Portia Chapman

Queen's is situated on traditional Anishinaabe and Haudenosaunee territory. We acknowledge, with respect, the diverse histories and cultures of the Indigenous peoples of this land.

We understand the significance of community and place as we plan and carry out programs and services on these lands. And acknowledge that Education has played a specific role in colonization and that it will also play a role in moving us forward. We acknowledge that the work required is a process of continual learning, reflection, long-term commitment to doing better, and action.

We are all treaty people and accept our collective responsibility to each other.

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GUIDING PRINCIPLES

The following Principles will continue to guide the re-opening of Athletics Facitiles and re-start of athletic and recreation program

- The health and safety of our students, student-athletes, facility users, staff, and campus community will always be our top priority.
- The Facility Re-open Plan is a guide, it is **subject to modification based on the evolving provincial, public health requirements and university guidelines.**
- Re-opening and use of University athletics facilities will align with Provincial directives, advice from Public Health, University guidelines and where applicable, Sport related requirements (i.e.. U Sport, OUA, National/Provincial Sport Organizations).
- All operations and programming requirements will follow:
  - Established safety protocols and measures (i.e.. registration, screening, masks, physical distancing)
  - Venue requirements (i.e.. capacity limits, access/egress control, traffic flow, signage)
  - Cleaning protocols (i.e.. disinfectant and sanitization products, user, department and PPS cleaning responsibilities)
  - Progressive opening schedule (priority on cardio & weight areas, pool and lockers rooms come on line later)
- Details and logistics regard staff transitioning to on campus operations will align with University guidelines (COVID-19 Safety Plan and options for flexible work arrangements)
- A&R's ability (and "readiness") to safely and successfully support programs, logistics and operations will be considered in all facility and programming decisions.
- Student-related programming will continue to be prioritized, community programming will be considered/restricted to outdoor venues and will align with framework approved by SLT.

THE FACILITY PLAN – KEY PRINCIPLES

This Facility Re-open Plan is a guide, it is **subject to modification based on the evolving nature of the pandemic. Provincial directive, public health requirements, university guidelines and where applicable sport guidelines (U Sport, OUA, NSO/PSO, etc.)**

The following principles remain in place:

- Health and safety of all facility users and our staff is at the forefront of all that we do.
- Alignment with Provincial Re-Opening Framework (July 16th)
  - A&R has successfully opened outdoor facilities in alignment with provincial Step 1 and Step 2 requirements
  - Step 3 (~July 21)
    - Opening of indoor facilities (with conditions – masks, 2m physical distancing, capacity, etc.)
    - Permitted activities - indoor fitness, personal training, resumption of recreation and varsity sport activities/practices and scrimmages (no games as per OUA rules)
    - Spectators for games are permitted with restrictions (i.e. capacity [75% outdoors, 50% indoors], masks, physical distancing). See Spectator Section for additional information.
- Registration, screening and activity monitoring will continue in all venues. There is no “drop in” activity. All scheduled activity will be supervised by authorized A&R personnel.
- Indoor participant capacity in all areas restricted to 50% - with separate entrance/exit, traffic flow patterns, disinfecting and sanitizing protocols remain in place..
- Progressive re-opening of some indoor areas and services (i.e.. Pool, Locker/Team Rooms, Meeting Rooms, Staff Offices)
- External rentals (outdoor only) must comply with all safety requirements, agree to fulfill new COVID requirement in the rental agreement and provide articulated information prior to use. A&R will monitor activity.
- Principles will be reviewed and operations modified in alignment with the province’s re-opening framework as each Step requirements are released

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SECTION 2 – RE-OPENING FACILITIES

- Re-opening Phases – Key Dates
- Facility Hours of Operation
- Conditions for Use

RE-OPENING STEPS – KEY DATES/ACTIVITIES/CONDITIONS

Step	Date	Government Permits	A&R Program & Capacity	Conditions
0	May 22	• Outdoor amenities open for individual use • Outdoor gatherings up to 5 people	• Group Fitness: n/a Intramurals: n/a • Varsity S&C: n/a Team Practices: n/a • External Outdoor Rentals: n/a	• Physical distancing (3m) • No organized activity
A&R will enter step 1 on/after June 14, regardless of the date that the Provincial Government sets, once programs are fully prepared to operate under outlined conditions				
1	June 14	• Outdoor gatherings up to 10 people • Outdoor fitness classes, personal training and sports training up to 10 people	• Group Fitness: 10 • Intramurals: n/a • Varsity S&C: 10 • Team Training - Individual activity: 10 • External Outdoor Rentals: 10 – lessons only	• Registration and attendance tracking/screening • Individual activities only - No small group/team games/scrimmages • Physical distancing (3m) • Masks required until undertaking activity • Equipment sanitized between user groups
2	July 6	• Outdoor social gatherings up to 25 people • Outdoor field usage of up to 60 people • Outdoor sports leagues with restrictions	• Group Fitness: 25 • Intramurals: leagues permitted • Varsity S&C: 40 • Team training - Group Activity: 60 • External Outdoor Rentals: leagues permitted with restrictions	• Registration and attendance tracking/screening • Physical distancing (3m) • Masks required until undertaking activity • Equipment sanitized between user groups
3	July 19	• Outdoor social gatherings with larger capacities (100 people). Indoor (25 people) • Indoor sports and recreational fitness facilities with capacity limits and regulations (mask, PD, registration) • Spectators permitted with maximums (75% outdoor, 50% indoors)	• Group Fitness: Outdoor 25, indoor 50% capacity of space • Intramurals, varsity sport resumes (allow contact) • Outdoor fields capacity max 100 • Indoor facility use based on 50% capacity • External Outdoor Rentals: leagues permitted • External Indoor Rentals: TBD • Spectators at 75% outdoor & 50% indoor – plan required for all venues	• Registration and attendance tracking/screening • Masks required at all times indoors (venues, travel, etc.) • Physical distancing (2m) except during sports & games • Masks required until undertaking activity • Equipment sanitized between user groups • Spectators based on approved plan for all venues
3a	Aug 9 Sept 1 Oct 1		• Staff Offices, Sport Medicine, Q Shop • Pool opens, Locker/team rooms room open, equipment rental • Meeting rooms	• A&R Staff safety presentation and university plan in place • Pool requires KFLA reopen approval • Staffing in place for Pool and Q Services

RE-OPENING SUMMARY BY PHASE

Snapshots of Program and Service Re-start

Programs**	Step 3							Step 4
Date	Jul 19	Aug 3	Aug 9	Aug 16	Aug 23	Aug 30	Sept 7	TBD
Rec: Virtual/Remote								
Rec: Drop-In Recreation								
Rec: Group Fitness	Outdoor	Indoor						
Rec: Intramurals	Outdoor							Indoor
Rec: Recreational Clubs								TBD
Rec: Varsity Clubs								
Rec: Aquatics								
HP Sport: Virtual/Remote								
HP Sport: Strength & Cond.	Outdoor	Indoor						
HP Sport: Team Practices	Outdoor	Indoor						
HP Sport: Games (no spectators)								Per league rules

Services**	Step 3							Step 4
Date	Jul 19	Aug 3	Aug 9	Aug 16	Aug 23	Aug 30	Sept 7	TBD
Customer Service/Support	Virtual							
Personal Training								
Merchandise Sales	Online	Online						
Q-Sports Medicine								
Day Lockers								
Equipment Rental								Sept 13
Locker Rooms								Sept 13
Showers								TBD
Racquet Court Booking		Singles	Singles	Singles	Singles	Singles	Singles	TBD
Laundry Service								
Membership Sales								TBD
Swim Lessons								TBD
Ticket Sales/Canteen								TBD
Outdoor Rentals (fields)								
Indoor Rentals (gyms, rooms)								

RE-OPENING SUMMARY BY PHASE

Snapshots of **Space** and Equipment Re-start

Space**	Step 3							Step 4
Date	Jul 19	Aug 3	Aug 9	Aug 16	Aug 23	Aug 30	Sept 7	TBD
Main Campus Fields								
Jogging Track								
Tennis Courts								
West Campus Fields								
Customer Service Desk								
Gymnasiums								
Weight & Cardio Rooms								
HP Training Spaces								
Fitness Studios								
Racquet Courts								
Q Shop								
Pool & Pool Locker Rooms								
General Locker Rooms								Sept 13
Team Rooms								Sept 13
Common Lounges								TBD
Canteen								TBD
Meeting Rooms								TBD

Equipment**	Step 3							Step 4
Date	Jul 19	Aug 3	Aug 9	Aug 16	Aug 23	Aug 30	Sept 7	TBD
Free Weights								
Plate Weight Machines								
Stacked Weight Machines								
Ellipticals								
Treadmills								
Recumbent Bikes								
Upright Bikes								
Rowers								
Stairmills								
Small Equipment Sign-out								Sept 13

FACILITY HOURS OF OPERATION

Dates	Indoor Facilities	Outdoor Facilities
August 3 – September 3	Mon-Fri: 7:00am-7:00pm Sat: 8:15am-4:15pm Sun: Closed	Main Campus: 7:00am-11:00pm West Campus: 7:00am-10:00pm
September 4 – December 12	Mon-Thur: 6:00am-11:30pm Fri: 6:00am-10:30pm Sat: 8:00am-10:30pm Sun: 8:00am-11:30pm	Main Campus: 7:00am-11:00pm West Campus: 7:00am-10:00pm
	Labour Day (Sept 6), Thanksgiving (Oct 9-11), Reading Week (Oct 12-17) hours tbc	
December 13 – December 23	Mon-Fri: 6:00am-9:00pm Sat-Sun: 8:00am-6:00pm	Closed
	Dec 24 tbc, closed Dec 25 & Dec 26	
December 27 onward	TBD	

CONDITIONS FOR USE – STEP 3 (JULY 19)

- General Operations:
  - Pre-registration, screening & check-in required, masks required at all times indoors (including during exercise/activity)
  - Indoor spaces open August 3
  - Personal workout slots 1-hour in length followed by a facility closure to clear floor ahead of next booking slot.
  - Team/Club practice times:

Period of	Activity
August 3 to September	Approved varsity team activities up to 2 hours in length per session followed by a facility closures to clear/clean space ahead of the next booking.
September 7 onward	Approved varsity teams/clubs and recreational clubs as per established facility schedules followed by facility closures to clear/clean spaces ahead of the next booking

  - Capacities

Venues	Participant Numbers
Outdoor spaces (i.e. fields)	Maximum 100 participants on the field of play (field may be sub divided)
Indoor spaces (i.e. gyms, fitness areas, pool, etc.)	Up to 50% capacity based on normal occupant load.

  - All activity must be supervised and follow approved facility maps

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SECTION 3 – SAFETY

- Staff Safety
- Facility Safety
- Cleaning & Cleaning Schedules
- Managing a Positive Test

STAFF SAFETY

- Staff safety is a top priority in all considerations for re-opening and building operations.
- A&R safety planning will align Provincial/public health/university/department guidelines in place and the campus re-opening framework that includes a unit safety plan. A&R safety plan can be found here
- All staff (full, casual, coaches) must complete a mandatory COVID ARC training prior to entering the facility.
- Masks are mandatory indoors at all times.
- Managers and those directly related to building re-opening may return to work in the building as of July 19, all others as of August 9.

Staff Group	Considerations

All Staff	• Will comply with current protocols according to the provincial/public health/university/department guidelines in place
	• Personal Protective Equipment (PPE) – all staff will be provided with appropriate PPE as may be required for their duties (gloves/masks/shields/etc.) and will be trained on its use
	• Physical distancing and good hygiene practices must be adhered to at all times according to Public Health Guidelines
	• Subject to Public Health/University Guidelines, staff will be required to wear a mask:
	  • to enter the building
	  • for movement through the building
	  • in activity areas at all times
	  • in all spaces where physical distancing is not possible
	• Protective barriers are installed at all service locations where there is a high level of interaction with facility users
	• Modified behaviour guidelines are in place (i.e.. virtual meetings, no handshakes, temporary service kiosks in office suites)
	• Where applicable, safety training and protocols for staff interacting with the public will be provided
	• Are responsible to ensure their workspaces are kept clean using provided cleaning products

STAFF SAFETY (CONT.)

Staff Group	Considerations

Full-Time Staff	• Where staff are required to complete work in the facility as part of their assigned duties, to ensure safety and physical distancing:
	  • workspaces will be reconfigured or relocated, or
	  • Opportunities for flexible working schedules will be implemented (i.e.. remote work, alternating days, flexing hours, etc.)

Q-Services	• Hand sanitizing stations will be provided at each service desk location • One person may use the back office at a time • Staff must wipe down their service areas before and after each shift • Pin pads must be wiped down after each use • Must always maintain physical distancing and wear a mask
Q-Facilities	• Will comply with current protocols according to the provincial/public health/university/department guidelines in place • Face shields, masks and gloves are required for equipment cleaning
Activity Supervisors	• Will comply with current protocols according to the provincial/public health/university/department guidelines in place • Face shields, masks and gloves are required for equipment cleaning
Lifeguards	• Will comply with current protocols according to the provincial/public health/university/department guidelines in place • Must follow protocols to issue and disinfect guard equipment between users • Must limit occupancy of the guard office and guard change rooms to 2 people at a time who are both masked • Must follow updated First-Aid and lifeguard protocols as outlined by their governing body • Inform and educate participants concerning measures established to ensure masking, capacities, physical distancing, sanitization and not sharing personal equipment • Wherever possible, surveillance and scanning from elevated platforms to promote physical distancing
Intramural Officials	• Will ensure all participants comply with current protocols according to the provincial/public health/university/department guidelines in place • Will assist in ensuring field of play and team benches follow prescribed safety measures and protocols in place (capacity, masks, PD, cleaning, etc.) • Must always maintain physical distancing and wear a mask • Any tablets and intramural staff equipment must be wiped down after use

STAFF SAFETY (CONT.)

Staff Group	Considerations
Fitness Instructors	• Will ensure all participants comply with current protocols according to the provincial/public health/university/department guidelines in place • Will assist in ensuring participants follow prescribed safety measures and protocols in place (capacity, masks, PD, cleaning, etc.) • Must always maintain physical distancing and wear a mask • Any tablets, sound systems and fitness program equipment must be wiped down after use • Instructors will be issued their own headset microphone windscreen for use

Coaches	• While in the coaching environment:
	• Will ensure all team facility users comply with the provincial/public health/university/department guidelines in place
	  • Must always maintain physical distancing and wear a mask
	  • Access to facilities will be limited to booked training spaces, based on schedule and availability
	• Where applicable, all team/individual meetings must comply with the provincial/public health/university/department guidelines in place
	• Use of virtual meetings is encouraged through to January 2021

Athletic Therapy	• Will ensure all individual involved in the provision of AT services, or attending AT locations comply with current protocols according to the provincial/public health/university/department guidelines in place • Appropriate PPE is required for treatment of any patient • Must follow updated First-Aid protocols or other treatment procedures outlined by their governing body • Treatment stations must be thoroughly cleaned and disinfected following each visit • Where a trainer must come within 2m of an unmasked patient, the trainer will also be required to wear protective face shield or other eye protection
Educators Tutors/Mentors	• Any/all in-person education sessions must comply with current protocols according to the provincial/public health/university/department guidelines in place • Virtual tutoring must be utilized through to (at minimum) January 2021
Personal Trainers	• Appropriate PPE is required for instructing with any client • Where a trainer must come within 2m of an unmasked patient, the trainer will also be required to wear protective face shield or other eye protection • Trainers are required to clean equipment pre/post any appointment

STAFF SAFETY – FIRST AID

- First-aid protocols must be reviewed and any modifications/suggestions by the University and/or Public Health should be integrated into our emergency plans.
  - Examples:
    - Update First-Aid protocols (i.e.. Aquatics, Therapy)
    - Inclusion of masks, gowns, gloves and face shields in first aid kits
    - Where safe to do so, asking the patient to wear a mask if they are not already doing so.

- Adoption/compliance with First Aid protocols for treating someone in a COVID environment as prepared by the Head Therapist and made available too:
  - all staff trained in first aid
  - all team/clubs as part of the Return To Sport plans
  - all staff as part of return to campus plan

- Updated protocols can be found HERE.

FACILITY SAFETY

- Designated entry/access points and traffic flow patterns will be utilized to enable physical distancing and minimize user interactions throughout activity spaces.
- Implementation of an online facility reservation system for the convenience of facility users, to ***GET IN, GET ACTIVE, and GET OUT*** as expeditiously as possible, while effectively managing overall capacities.
- Addition of staff (floor supervisors, activity supervisors) to monitor activity, capacity, facility user cleaning practices pre/post activity and to assist in “cleaning period”.
- Provision of hand sanitizing stations:
  - The University will provide hand sanitizers at designated entry points into A&R spaces.
  - A&R will provide additional stations in key high traffic locations.
- Enhanced cleaning procedures and frequency:
  - All public building surfaces (i.e. handrails) will be cleaned and disinfected multiple times daily following PPS protocols
  - Disinfectant will be available in all spaces for facility users/staff to clean equipment pre/post use.
  - Dedicated cleaning times of fitness equipment will be scheduled throughout the day.
  - More information regarding the University’s Cleaning Protocol can be found here

FACILITY SAFETY – VENTILATION

- Heating, Ventilation and Air Conditioning (HVAC)
  - In accordance, with guidance from the American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE), the University is taking HVAC measure to reduce the risk of airborne transmission of COVID-19. These measures include:
    - increase the amount of fresh air being brought into buildings through air handlers.
    - reduce the amount of air being recirculated through buildings.
    - promote the use of operable windows during favorable weather conditions.
    - discourage the use of personal desk fans, low ceiling fans, window air conditioners and other devices which could create high velocity air flows in open office spaces or other shared spaces.
    - adjust ventilation schedules to increase fan run times before and after building occupied hours.
    - Prioritize ventilation fan system preventative maintenance measures on air handlers including regular filter changes.

- More about the University's Ventilation and Air Care measures can be found here.

FACILITY SAFETY – CLEANING

- All public surfaces cleaned and disinfected on a comprehensive schedule in collaboration with PPS
- It is essential that facility users take on responsibility of pre/post cleaning of their equipment/spaces.
- A&R will augment equipment/activity area cleaning (see schedule). Staff will be responsible for own workspaces using available disinfectant product.
- Additional staff (floor supervisors, activity supervisors) to monitor activity area capacity, usage and user cleaning.
- Scheduled equipment cleaning after activity periods:
  - For indoor facilities, a 30-minute cleaning period will be carried out 3 times per day, in addition to disinfectant wipes being used by participants before and after their booking.
  - For outdoor facilities, a 15-minute cleaning period will be scheduled after each scheduled activity slot
- Cleaning products are on approved lists for use against COVID-19.
- Wipes will be available to users and staff to clean equipment before and after use.
- Hand sanitizing stations will be available at building entrances and select locations in the building.
- Equipment (when available) will be cleaned between each use.
- Some areas will be off-line to prioritize cleaning of activity areas (i.e.. meeting spaces)

CLEANING – PPS

- Cleaning protocol
  - Considering the COVID-19 virus, PPS cleaning protocols have been adjusted to focus on cleaning and disinfecting frequently touched surfaces in all areas (see chart) and including elevator buttons, stair railings, doorknobs and plates, faucets and water fountains, all typically every four hours.
  - In the event of a confirmed COVID-19 case in the University environment:
    - A specially trained cleaning response team is deployed to conduct a comprehensive cleaning utilizing a specific protocol and products.
    - Spaces will be ventilated post cleaning and typically available for use within two to four hours.
    - Surface bacterial and microbial tests are randomly and routinely conducted as part of quality assurance.
  - More information regarding the University's Cleaning Protocol can be found here.

CLEANING – A&R

- In addition to PPS cleaning, A&R will:
  - Schedule cleaning periods for activity areas throughout the day.
  - Order and maintain adequate stock of cleaning and PPE products, with re-order timelines established.
  - Ensure all cleaning products are on approved lists for use against COVID-19.
  - Provide hand sanitizing stations in select activity areas.
  - Mist all equipment multiple times each day.
  - Add additional staff to monitor activity, capacity, user responsibilities, provide additional cleaning and member assistance.
  - Provide cleaning products for facility users and staff to clean their respective areas before and after use
  - Train all staff in the proper use of cleaning products and equipment.
  - Add signage and messaging regarding cleaning requirements by facility users and user groups throughout the facilities.
  - When equipment sign-out commences – establish new protocols for sign-out and cleaning.

CLEANING – A&R STAFF

- A&R Full-Time Staff:
  - Staff will be provided with a work desk with appropriate physical distancing and access to cleaning supplies.
  - Staff will be responsible to clean their own office space/equipment, in addition to PPS cleaning.
  - Common spaces (i.e. copy room, kitchenette) will have cleaning solution (wipes) and should be wiped down pre/post use.
- A&R Program Staff (coaches, therapy, aquatics, etc.):
  - In addition to above, and where applicable, program staff will be required to assist in the cleaning/disinfection of spaces and equipment.
  - Cleaning products will be provided so that staff can cleaning their own equipment and spaces pre/post use (i.e. athletic therapy wiping beds down between appointments, coaches wiping down balls/equipment between use, aquatics wiping down guard office surfaces, guard chairs, equipment, etc. pre/post use, etc.).
- A&R Casual Staff (all groups):
  - Where possible all staff should use or be assigned single person equipment (i.e.. whistles, shirts, headsets, etc.).
  - Where shared equipment is required (i.e.. balls, mics for fitness, guard tubes), these must be cleaned by facility users pre/post use.

CLEANING – FACILITY USERS & USER GROUPS

- Facility Users:
  - Will abide by posted user responsibilities (proper use of spaces, attire, etc.)
  - Are asked to clean all equipment pre/post use.
  - Will follow signage and staff direction to ensure compliance.
  - Failure to comply will result in suspension, removal or possible NAM implications.

- User Groups (i.e.. teams/clubs):
  - To maximize facility availability and use time and reduce transition periods, Teams/Clubs will be required to assist A&R with basic cleaning of sport-specific equipment as well as space (i.e.. cleaning floors pre/post use) during training periods and before/after each scheduled training period.
  - A&R will make available product and provide protocol/training where required.
  - External groups are required to establish/implement appropriate cleaning protocols and provided their own product.

SUMMARY OF CLEANING

Area	PPS	A&R Clean Team	A&R Floor Monitors	A&R Program Staff	A&R Staff	Facility Users	User Groups
Washrooms	Twice daily (minimum)						
Locker/Team Rooms	Daily	Benches 2 times/day		As required		Pre/Post Use	Pre/Post Use
Activity Areas – Indoor (floors/stairwells etc)	Daily						
Activity Areas – Outdoor (benches/goals)				Pre/Post Use		Pre/Post Use	Pre/Post Use
General Equipment (fitness)		3 times/day	As required	As required		Pre/Post Use	Pre/Post Use
Sport Specific Equipment				Pre/Post Use	Pre/Post Use	Pre/Post Use	Pre/Post Use
Q Sports Medicine Clinic	Daily			Pre/Post Appt			
West Campus Therapy Trailer	Contract Cleaner			Pre/Post Appt			
Common Areas	Daily				As required		
Meeting Rooms	Daily			Pre/Post Use		Pre/Post Use	Pre/Post Use
ARC Offices Suites	Weekly				As required		
ARC Personal Offices	Monthly				As required		
West Campus Trailers & Rooms	Contract Cleaner			Pre/Post Use	As required		

- Cleaning schedules are subject to areas being open for use (i.e.. meeting rooms will not require cleaning until later phases, and that staffing can be redirected to alternate areas)

MANAGING A POSITIVE TEST

1. A&R receives a notification of a Confirmed Positive Case
   - Personal health information must be managed in a confidential way and there must be an internal communication protocol in place to integrate into University systems.
   - Utilizing the same internal communication protocol as we use for “Responding to Disclosures of Sexual Violence, namely that anyone (staff, coaches, etc.) who receive information/notification of a report of **confirmed positive case** must contact the Executive Director immediately. The Executive Director shall notify the Director of Environment Health & Safety (EH&S).
   - EH&S will coordinate with PPS and the University to determine next steps.
   - A&R will provide all required information to the University and will follow directions provided by the University and/or public health. Where applicable and directed, close the area and work with EH&S and PPS regarding next steps and coordination of cleaning protocol.
2. A&R receives a notification from Public Health/University
   - If A&R receives notification from public health and/or the University, A&R will follow and comply with directions given.

MANAGING A POSITIVE TEST (CONT.)

- Where at any time a facility user, student-athlete, staff member, etc. indicates that they think that they have COVID-19 symptoms they must:
    - Immediately go home or stay home.
    - Follow the self assessment, self-Isolation, etc. instructions provided by public health - https://www.kflaph.ca/en/healthy-living/novel-coronavirus.aspx and follow up accordingly with their physician/SWS/or their heath care professional to consider their next steps.
    - Staff are required to notify their supervisor of their departure, student-athletes should notify their coach.
  - Where at any time a facility user, student-athlete, staff member, etc. indicates that they may be a close contact of a positive case, they are required to follow the most current advice of Public Health.
- In the event of a positive case
  - Staff should remain in direct contact with their supervisor to discuss next steps and follow required procedures;
  - Student-athletes should remain in contact with their respective coach
- Return to work/activity/sport
  - Staff should discuss the return to work process with their supervisor
  - Student-athletes must follow the return-to-sport protocol and must be cleared prior to returning to athletic and recreation facilities and/or any activity.

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SECTION 4 – MEMBER-FACING SERVICES

- User Responsibilities
- Activity Schedules
- Online Registration & Registration Requirements
- Communication
- Q-Services/Q-Shop/Canteen
- Staff Duties & Responsibilities

FACILITY USER RESPONSIBILITIES

- Users are expected to ***GET IN, GET ACTIVE, and GET OUT.***
- The following strategies will be in place to limit time and person-to-person contact on site:
  - Arrive dressed and ready to train (no access to locker rooms; changing in bathrooms will not be permitted)
  - Bring water bottles – filling stations open; drinking fountains will not be available
  - Minimize use of bathroom and communal areas
  - Shower at home until locker rooms open September 7
  - Maintain physical distancing
  - Controlled traffic flow, users must follow all directional and posted signs
  - Masks required to be worn at all times in indoor facilities, including during exercise/activity. Outdoors masks are required until participants have completed screening protocols and are in their activity area.
  - Return equipment to the rack immediately after use – do not leave equipment in your pod.
  - Wipe down equipment before and after each use
- Users failing to abide by these responsibilities and posted rules will have reservation/access privileges suspended.

ACTIVITY SCHEDULE– GENERAL FITNESS

Monday-Friday	
L2/L1	L3/LL1
7:00am-8:00am	7:30am-8:30am
8:15am-9:15am	8:45am-9:45am
9:30am-10:30am	10:00am-11:00am
CLEAN	CLEAN
11:00am-12:00pm	11:30am-12:30pm
12:15pm-1:15pm	12:45pm-1:45pm
1:30pm-2:30pm	2:00pm-3:00pm
CLEAN	CLEAN
3:00pm-4:00pm	3:30pm-4:30pm
4:15pm-5:15pm	4:45pm-5:45pm
5:30pm-6:30pm	6:00pm-7:00pm
CLEAN	CLEAN

Saturday	
L2/L1	L3/LL1
8:15am-9:15am	8:45am-9:45am
9:30am-10:30am	10:00am-11:00am
10:45am-11:45am	11:15am-12:15pm
CLEAN	CLEAN
12:15pm-1:15pm	12:45pm-1:45pm
1:30pm-2:30pm	2:00pm-3:00pm
2:45pm-3:45pm	3:15pm-4:15pm
CLEAN	CLEAN

- General fitness areas and equipment will be reset and cleaned (using Clorox Total 360) 3 times daily.

ONLINE REGISTRATION PROCESS

- All facility users will be required to register to enter the ARC for physical activity, via an online reservation system.
- “Drop-in” or “walk-up” facility users will not be able to access the facility
- Registration will open for activity 3 days in advance and will close just after the activity time begins. Space will be available on a first-come, first-served basis.
- Individuals will be asked to limit their activity to two per day (one cardio & 1 strength), subject to availability.
  - Q-Services staff will review registration lists on an ongoing basis and identify individuals who are signing up for multiple slots in a day.
  - Where spaces are at capacity, users with multiple registrations in a day or specific timeslot will have their latest registration of the day cancelled, freeing that space up for another facility user.
  - Users who consistently abuse the system will have their reservation privileges revoked after one warning.

REGISTRATION REQUIREMENTS

- All facility users signing up for an activity in the facility via the online registration system will be provided with general information describing conditions for use:
  - Access/Entry points, traffic flow
  - Pod concept and movement throughout building
  - Activity times
  - Masking requirements
  - Requirement to clean pre/post activity
- Facility users will also be required to complete a series of questions covering the following topics as a condition of their reservation:
  - Fitness to Participate
  - COVID-19 Screening attestations
  - Risk and Liability Waiver, which includes a COVID-19 section
  - Behaviour Guidelines/Code of Conduct

REGISTRATION REQUIREMENTS

- Facility users will also be required to undergo pre-entry screening as mandatory requirement to enter facilities and participate in sanctioned programs.
- Those who do not meet the screening requirements will not be permitted access to the facility. Future bookings will not be impacted unless required by Public Health (i.e. close contact and under Public health order to self-isolate).

COMMUNICATION

- Comprehensive communications and signage plans that educate users on what to expect when visiting athletic facilities will be required, including:
  - How often are we sending updates:
    - Pre-educating
    - With on-line registration
  - Methods of communication:
    - Email/Web/Social media/DIN
    - “High visibility”, physical signage throughout building with LARGE signage for entrance points with critical information
  - What do we need to communicate:
    - Recurring messaging & rules
    - Updates to space use
    - Updates to timelines for movement between phases
  - Wayfinding signage:
    - Entry/Exits
    - Floor and other markers (physical distancing, stop, go when clear, keep your distance, etc.)

Q-SERVICES

- Screening stations:
  - All facility users entering athletic facilities will need to undergo a screening process.
  - Screening stations will be set up in in close proximity to facility entrances and before activity areas are entered.
  - Screening stations will be responsible for:
    - Entry control for all facility users and staff
    - Reservation confirmation
    - COVID-19 screening/questionnaire
  - Where applicable, the screening stations will be connected to the Q Service desks and Q Facilities staff via radio.
  - Tables, chairs and queuing stanchions will be provided.
  - A&R has the right to refuse entry to any user who does not comply with the screening process, does not provide the required information and/or who is rude/confrontational with ARC entry staff.

Q-SERVICES (CONT.)

- Q Service Desks:
  - Upon facility re-open, the Central and South service desks will open. Q Service LL2 – will open in September
  - While on duty, staff will utilize alternating service positions within the service desks, which must be maintained for the duration of shifts.
  - Sharing of workstations will not be permitted.
  - Floor and desk signage outlining physical distancing will be in place.
  - Debit and Credit payment only (no cash transactions).
  - Stanchions will be utilized to create one queuing line.
  - Plexiglass dividers have been installed at all service desks.
  - No facility tours will be permitted until deemed safe to do so.
  - Turnstiles will be open (access/facility usership control to take place at screening table and a monitored gate station).

Q-SERVICES (CONT.)

- Q Service Desks:
  - The LL2 service desk will not be open when the facility is re-opened, as there is no access to change rooms and team rooms, and equipment sign-out and laundry services are suspended.
  - Equipment sign-out is anticipated to be available September 7, at which time the LL2 Q-Service desk will re-open.
  - Laundry for facility towels related to equipment cleaning will be a priority. Consequently, laundry service is not anticipated to be available until October 2021 at the earliest.
  - Hand sanitizer stations will be set up at all service locations.

Q SHOP, CANTEEN

- Q Shop:
  - The Q Shop will open on August 9th, online ordering is available at all times
  - The opening, hours and operating protocols (that align with public health requirements) of the Q Shop are subject to review based on the submission of an approved operating plan.

- Canteen:
  - There will be no in-person sales of food and beverage in the ARC until further notice.
  - Use of Vending Machines will be subject to University guidelines.
  - Order of food for delivery to any athletic facility must be made in advance, and the necessary screening and safety protocols put in place.

STAFF DUTIES & RESPONSIBILITIES

- The overall safety/operation of athletics facilities is the responsibility of the Executive Director (ED).
- The ED delegates responsibility to several staff in A&R.
- The implementation of the day-to-day operations falls to the Q Facilities and Q Services teams.

Full-Time Staff Roles	Total # on Duty	Summary of Responsibilities	Reporting To
Floor Supervisors	2-4	• Remain on your designated floors, floating through all activity areas • Monitor activity area capacities • Monitor facility users are adhering to posted protocols and code of conduct • Answer facility user inquiries • Ensure facility users vacate the building promptly so that cleaning periods can be maintained • Assist clean team with post-activity cleaning	Q Facilities

Facility Coordinators	1-2	• One facility coordinator on duty at all times, with some overlap
		• Schedule tasks for casual staff, including:
		  • daily cleaning duties
		  • facility set-up and change-over
		• Ensure adequate stock available for cleaning and disinfectant
		• Be present throughout the facility, assisting all staff and facility users as required
		• Other duties of the job not specific to COVID-19 related tasks
			Q Facilities

STAFF DUTIES & RESPONSIBILITIES (CONT.)

Part-Time Staff Roles	Total # on Duty	Summary of Responsibilities	Reporting To
Q-Services Central	1-2	• Facility usership sales/renewals, program registration, general sales, general inquiries • Notifies Q Sports Medicine when appointments arrive • Supplement casual staff with FT staff or screening staff wherever possible	Q Services
Q-Services South	1-2	• Screen all incoming facility users for COVID-19 attestations, verify active facility usership, verify registration for building entry through online system or team/club roster • Facility usership sales/renewals, program registration, general sales, general inquiries • Supplement casual staff with FT staff or screening staff wherever possible	Q Services
Q-Services LL2	1-2	• Opens in later phases • Equipment lending when available • Supplement casual staff with FT staff or screening staff wherever possible	Q Services
ARC North Entry Screening	2-3	• Screen all incoming facility users for COVID-19 attestations, verify active facility usership, verify registration for building entry through online system • Assist with building access/egress as required • Float to other Q-Services locations as required	Q Services
Facility Casual Staff (Yellow-Shirts)	2-3	• Ensure cleaning products are always available in activity areas • Where permitted, control equipment sign-out in activity areas (L2) • Assist floor supervisors in ensuring all activity is performed according to posted guidelines • Ensure facility set-ups are done on time • Lead cleaning activities during closure periods, following prescribed cleaning protocols	Q Facilities

GAELS

SECTION 5 – SPECTATORS

- Spectator Regulations
- Mitigation Strategies

SPECTATOR REGULATIONS

Step 3 provincial regulations for spectators include:

1. Capacity restrictions
   - Outdoor venues with designated seating for spectators can host with 75% of the usual outdoor seating capacity, or 15,000 spectators (whichever is less)
   - Indoor venues with designated seating for spectators can host with 50% of the usual indoor seating capacity, or 1,000 spectators (whichever is less)
   - Where there is not a designated seating area for spectators:
     - Outdoor spectators must not exceed 75% of the usual capacity, or 5,000 spectators (whichever is less)
     - Indoor spectators must maintain physical distancing of 2m at all times and must not exceed 50% of the usual capacity, or 1,000 spectators (whichever is less)
   - Capacity limits must be posted in a conspicuous location at all venues.
2. Face masks (exceptions food or drink and outdoor seated with housemates and physical distancing)
3. Requirements for screening, registration and reporting
4. Physical distancing (seating, lines, etc.)
5. Food & Beverage

SPECTATOR SAFETY PROTOCOLS

Capacity

- Spectators and participants will be separated within venues
- Each venue will have designated spectator seating area(s) with posted capacities & rules
  - Safety zones will be established to ensure separation of participants and spectators at all venues
- Venue capacity and controlled access to seating areas will be accomplished through ticketing of all events
  - Available seating to be determined based on the capacity of the venue and physical distancing requirements
  - Staff will monitor access to venues and designated seating areas to ensure physical distancing is maintained
- Contact information will be collected through ticketing system
  - Students: contact information collected through swipe of student card
  - Community: contact information will be collected through ticketing system or on-site QR code
  - Attendance at all events will be recorded when tickets are scanned upon entry.

SPECTATOR SAFETY PROTOCOLS

Venue

- Facility entrance/exit points and traffic flow will be clearly identified:
  - Easily identified signage, rules for spectators entering the facility, facility capacities
  - Participants will enter the facility at a point separate from general public wherever possible
- A&R will employ on-site staff to ensure spectators are in proper/assigned seating throughout the event, and abiding by masking/physical distancing regulations.
  - Staff interacting with spectators where 2m distancing cannot be maintained will be separated by a plexi-glass barrier or will wear a face shield.
  - Security/A&R staff will perform visual inspections upon entry, controlling access, adherence to safety protocols (masks, physical distancing, “swiping”, will assist with securing the field of play, and will monitor spectator behaviour.
- Where gatherings could occur (i.e. lines, entry, concourse):
  - Signage and ground markings will assist with physical distancing
  - Staff will monitor to ensure organic gatherings do not start
  - Capacity of areas will be reduced (I.e. Q shop, Gaels Club)
  - Mobile ordering and deliver will be reviewed as a method of reducing lineups

SPECTATOR SAFETY PROTOCOLS

Masks

- All spectators at indoor events must wear face coverings at all times.
- All spectators at outdoor events must wear face coverings at all times, unless seated with members of their own household, and all other spectators are physically distanced.
- Face coverings may be temporarily removed to consume food or drink.
- Spectators must wear a mask maintain 2m distance from all other spectators while in line for food/drink/washrooms or other service. The 2m distance may be bridged when necessary to complete a transaction/receive service.

SPECTATOR SAFETY PROTOCOLS

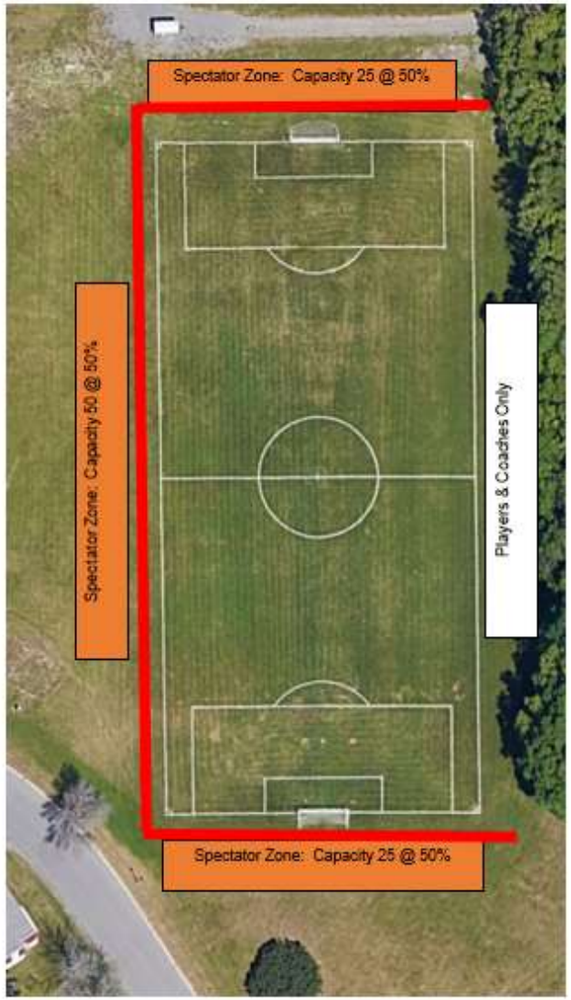
- Cleaning and disinfection:
  - Public washrooms will be cleaned and disinfected so as to maintain a sanitary condition
  - Hand sanitizer stations will be available in prominent locations throughout the areas open to spectators, and at areas where services (I.e. shop) are provided
- Communication:
  - A detailed communication plan will be developed to provide clear expectations and requirements for spectator safety
    - Messaging to ticket holders in advance of the event
    - Messaging to spectators using public address systems, video boards, signage
    - Game day communication will be provided to the visiting team(s) prior to arrival, outlining approved protocols and requirements at Queen's facilities
- ***Spectator safety planning will continue to evolve and align with provincial, public health and university guidelines.***

SPECTATOR SAFETY PROTOCOLS

Facility	Fire Code	100% Spectator Capacity	75% Spectator Capacity	50% Spectator Capacity
Richardson Stadium	8000	8000	6000	4000
Miklas McCarney Field	250	250	185	125
Nixon Field	400	400	300	200
Tindall Field	200	200	150	100
Grass Fields	200	200	150	100
Gym 1	1901	1901	1425	950
Gym 2	100	100	75	50
Gym 3	800	800	600	400
Gym 4	100	100	75	50
Gym 5	100	100	75	50
Pool Gallery	150	150	112	75
Pool Deck	Included in calculation for pool users			

SPECTATOR AREAS – OUTDOOR FACILITIES

South Grass Field

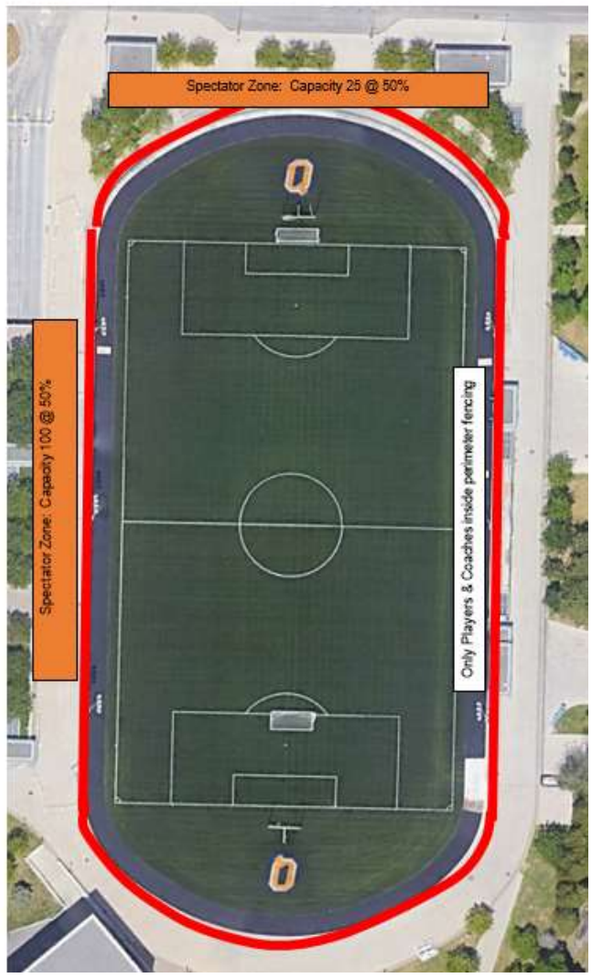


North Grass Field & Miklas McCarney Field



SPECTATOR AREAS – OUTDOOR FACILITIES

Tindall Field



Nixon Field



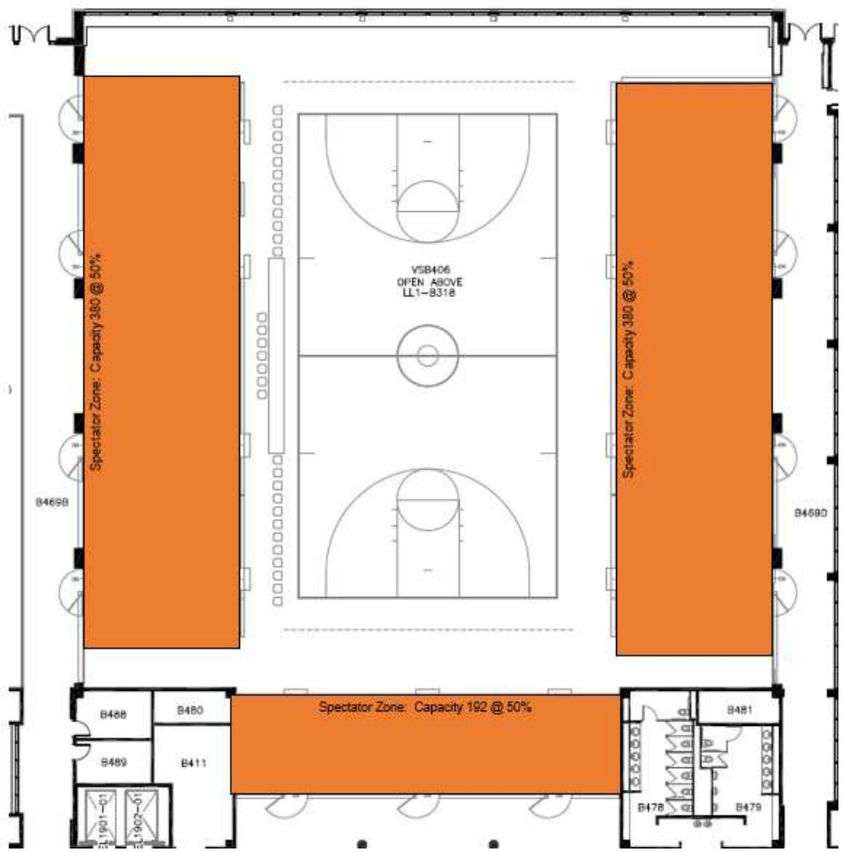
SPECTATOR AREAS – OUTDOOR FACILITIES

Richardson Stadium

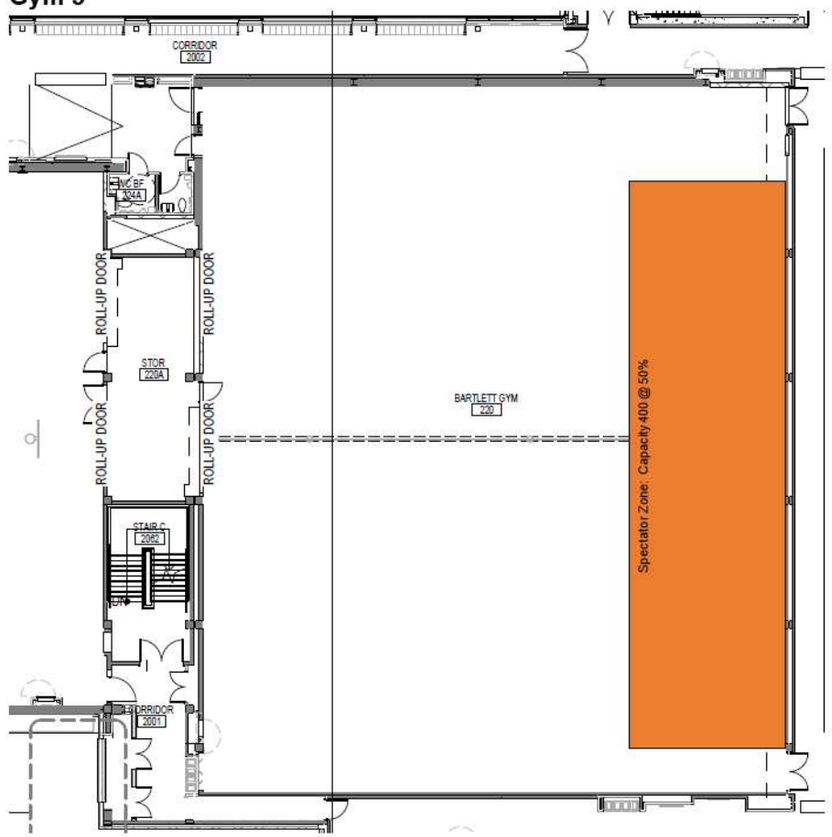


SPECTATOR AREAS – INDOOR FACILITIES

Gym 1



Gym 3



- Gym 2, 4, 5, 6
  - Spectators not permitted at this time

GAELS

SECTION 6 – PHYSICAL ENVIRONMENT

- Activity Spaces
- Facility Capacities (indoor/outdoor facilities)
- Access Control (indoor/outdoor facilities)
- Traffic Flow (indoor/outdoor facilties)

ACTIVITY SPACES – GENERAL

- Physical Layout Compliance Strategies:
  - Athletics spaces (indoor and outdoor), equipment placement, program design and operating requirements have been modified to align with public health advice, including safety, physical distancing, hygiene, capacity, etc.
  - Managing the movement of people, to reduce interaction points and allow facility users to ***GET IN, GET ACTIVE, and GET OUT***, as quickly/efficiently as possible from entry to exit, necessitates changes to each activity area, the physical layout of spaces and the capacity level of each facility.
  - Activities and programming may be scheduled/located into non-traditional spaces to allow for optimal facility access.
  - Placement of equipment has been designed to optimize maximum capacity while complying with public health requirements (i.e.. physical distancing). Equipment placement is subject to change as the plan progresses.
  - Each activity pod will be limited to one person per activity timeslot.
  - In all activity spaces, the safety of our facility users will be at the forefront and will guide use, compliance and decision-making.

ACTIVITY SPACES – GENERAL

- Program Priorities:
  - Student and Student-athlete programming will be the priority.
  - As per current protocol, a balance between recreation and varsity activities will be maintained.
  - All activity spaces will be fully programmed for activity – there will be no open spaces for undesignated activity until this is permitted in the facility re-open plan and in alignment with public health.
  - All spaces will have a capacity level and defined activity based on the phase/stage of the facility re-opening plan.
  - Access to ALL spaces will be via an online Reservation System.

ACTIVITY SPACES – GENERAL

- Program Cycle:
  - Traditional time allocations will change to accommodate reduced capacities in a physically distanced environment.
  - Program start times may be altered to increase efficiency
  - Activity schedules will be determined and published online and on internal Digital Information Network.
- Scheduled equipment cleaning after activity periods:
  - For indoor facilities, a 30-minute cleaning period will be scheduled 3 times per day, in addition to disinfectant wipes being used by participants before and after their booking.
  - For outdoor facilities, a 15-minute cleaning period will be scheduled after each hour activity slot
  - Facilities will be fully closed/off-line during the cleaning cycle, all facility users must exit the building after their activity period has ended.

INDOOR FACILITY CAPACITIES – ARC NORTH

Room	Fire Code	A&R 100% Activity	A&R 75% Activity	A&R 50% Activity	Approved Activities
Combative Room	33	33	24	16	Closed until club activities resume
Gym 2	100	100	75	50	Open Rec, Cardio, Intramurals, Team Practices
Women's Fitness Zone	39	30	22	15	Personal Fitness
Gym 2 Studio	13	13	9	6	Closed until club activities resume
Cardio Zone 1	59	42	31	21	Personal Cardio
Cardio Zone 2	53	42	31	21	Personal Cardio
Conditioning Zone	168	100	75	50	Personal Fitness
Studio's 1/3/4	29	29	21	14	Group Fitness
Stretching Zone	62	40	30	20	Personal Fitness
Gym 1	1084	200	150	100	Open Rec, Team Practices, Intramurals
Lifting Zone	103	40	30	20	Personal Fitness, capacity will increase as floor space comes online
Squash Court	8	8	2*	2*	Singles squash matches until all capacity restrictions lifted
Therapy Clinic	60	40	30	20	Patients physically distanced
Pool	265	265	198	132	Open Rec, Team Practices, Intramurals
TOTAL ACTIVITY #'s	**2076**	**982**	**758**	**487**	

INDOOR FACILITY CAPACITIES – ARC SOUTH

Room	Fire Code	A&R 100% Activity	A&R 75% Activity	A&R 50% Activity	Approved Activities
Gym 3	211	200	150	100	Team Practices, Recreation, Intramurals
Gym 4	161	150	112	75	Team Practices, Recreation, Intramurals
Gym 5	150	150	112	75	Team Practices, Recreation, Intramurals
HP Training Centre	80	40	30	20	S&C
HP Sprint Track	42	40	30	20	S&C
Studio 5	19	19	14	9	Closed until further notice
Total Activity #'s	**663**	**599**	**448**	**269**	

INDOOR FACILITY CAPACITIES – STADIUM

Room	Fire Code	A&R 100% Activity	A&R 75% Activity	A&R 50% Activity	Notes
Therapy Trailer	16	16	12	8	Practice triage, appointments to be determined
Football Trailer – Offices	4	4	3	2	Opens August 9
Football Trailer – Common space	30	30	22	15	Opens August 9
Football Trailer – Equipment	2	2	1	1	Opens August 9
Soccer Team Rooms – each room	26	26	19	13	Opens September 3
Soccer Coaches Offices	4	4	3	2	Opens August 9
Football Team Room – full space	80	80	60	40	Opens September 3
Visiting Team Room – full space	80	80	60	40	Full room with door up
Visiting Team Room – front	50	50	38	25	Back room
Visiting Team Room – back	30	30	22	15	Front room
Laundry Room	4	4	3	2	Opens September 3
Hydrotherapy Room	8	8	6	4	Opens September 3
Officials Room	6	6	4	3	Game Day Use
Ticket Office	10	10	7	5	Game Day Use
Q-Shop	16	16	12	8	Game Day Use
Storage Room	6	6	4	3	Game Day Use
Sea Cans	2	2	1	1	
Facilities Dome	20	20	15	10	
Press box	See slide 85 for press box capacities				

MEETING ROOM CAPACITIES

Room	Fire Code	A&R 100% Activity	A&R 75% Activity	A&R 50% Activity	Approved Activities
Alumni Lounge	60	6060	45	30	Closed until further notice
Meeting Room 2	12	12	9	6	Closed until further notice
Meeting Room 3	18	18	13	9	Closed until further notice
Meeting Room 4	24	24	18	12	Closed until further notice
Meeting Room 5	8	8	6	4	Closed until further notice
Meeting Room 6	18	24	18	12	Closed until further notice
Meeting Room 7	8	8	6	4	Closed until further notice

OUTDOOR FACILITY CAPACITIES

Field	Fire Code	A&R 100% Activity	A&R 75% Activity	A&R 50% Activity	Approved Activities
Richardson Stadium	1500	300	225	150	Team Practices, Recreation, Intramurals
Miklas McCarney Field	1500	300	225	150	Team Practices, Recreation, Intramurals
Nixon Field	1500	300	225	150	Team Practices, Recreation, Intramurals
Tindall Field	1500	300	225	150	S&C
Grass Fields	1200	250	185	125	S&C
Total Activity #'s	**7200**	**1450**	**1085**	**725**	

ACCESS CONTROL

- There will be designated access/exit control points to all facilities (indoor/outdoor) for users, student-athletes and staff. Access points will be controlled by A&R staff.
- All individuals entering athletic facilities will be subject to screening, which will include reservation check-in; membership check, COVID-19 questionnaire, etc.
- Overall facility capacities and schedules will be managed and enforced throughout all hours of operation. Area capacity levels will be posted.
- All use of athletic facilities will be via an on-line reservation system based on a 50/10 activity and building clearing schedule.
- Only facility users with confirmed registration spots will be permitted entry (no drop-in).
- Screening and access control points will be located outside controlled areas.
- Masks are required at all times while in indoor facilities (including during exercise/activity). Staff must wear masks unless in their designated office space with no external contact.

ACCESS CONTROL (CONT.)

Indoor Venues

Venue/Group	Entry Point	Screening Required	Exit Point	MRP
ARC North	**Recreation and program participants, limited varsity team athletes**			
Use for registered activity	West Catwalk	Yes	Stairwell D	Q Services
Information inquiries	ARC main entrance	No	ARC main entrance	Q Services
Q Sports Medicine Appointments	ARC main entrance	Yes	Stairwell D	Q Services
Staff	ARC main entrance	Yes	Stairwell D or H	Q Services
ARC South	**Restricted access (limited general public)**			
Student-athletes, coaches, staff	ARC South LL1 desk	Yes	Stairwell D	Q Services
Fitness/Dance Classes	ARC South LL1 desk	Yes	Stairwell D	Q Services

ACCESS CONTROL (CONT.)

Indoor Venues

Venue/Group	Entry Point	Screening Required	Exit Point	MRP
Other campus facilities	**All participants and staff**			
Gym 6 – McArthur	North-East doors into Gym	Yes	North Doors out of Gym	Program Lead
External facilities	**Restricted access (limited general public)**			
Memorial Centre Kingston 1000 Islands Sportsplex Royal Kingston Curling Club Kingston Military Complex Other booked facilities	TBD – plan must be in place and reviewed/approved by A&R	Yes	TBD – plan must be in place and reviewed/approved by A&R	Program Lead

ACCESS CONTROL – WEST CAMPUS FACILITIES

- All staff (full time, casual, coaches, interns, guests) working at west campus facilities (buildings, trailers, fields) **MUST** register their attendance on a daily basis, through a program registration in Fusion.
  - Use this link for registration
- Those working in the ARC and then west campus must check in via both access control protocols.
- West Campus Access Control process will follow similar parameters to students signing in for activity:
  - Complete the SeQure app prior to arriving on campus.
  - Upon arrival at campus, all staff must log into their Fusion Portal with their NetID and password to “register” each day HERE.
  - Daily registration will open at 5:30am. You must register before you begin your work day.
  - Registrations will be monitored to ensure accurate data is being reported.
  - Spaces will be restricted or closed if compliance becomes an issue.

ACCESS CONTROL (CONT.)

Outdoor Venues

- For all fields separate entry and exits points are required to be utilized at all times.
- Signage will designated entry and exit points.
- Screening will be required at entry points.

Field	Entry Point	Screening Required	Exit Point	MRP
Outdoor facilities	**All participants and staff**			
Tindall Field	North-East gate	Yes	North-West gate	Coach/Program lead
Nixon Field	Mid Field	Yes	South-East corner	Coach/Program lead
Miklas McCarney Field	South-West gate	Yes	South-East gate	Coach/Program lead
North Grass Field	South-East corner	Yes	South-West corner	Coach/Program lead
South Grass Field	South-East corner	Yes	South-West corner	Coach/Program lead
Richardson Stadium	North-West corner	Yes	North-West corner	Coach/Program lead

ACCESS CONTROL – WEST CAMPUS FACILITIES

Space	To August 9	August 9 – September 2	September 2 Onward
Field Access	• Field access only via gate 4 (NW)		
Parking	• Miklas McCarney Gravel Lot only	• Miklas McCarney Gravel Lot only	• Miklas McCarney Gravel Lot only
Office/Trailer Access	• No access	• Coaches and team staff only in preparation for training camp • No players, player meetings, or team meetings • 1 person per single office, max 10 people in common space	• Access following capacity limits
Team Rooms	• No access	• No access	• Access following capacity limits
Washrooms	• Portable	• Portable	• Team rooms only • General washrooms remain closed except as required for games
Bleachers (non game day)	• 1 video staff on concourse level only	• 1 video staff on concourse level only	• Concourse level only from multiple vantage points
Pressbox	• No access	• No access	• Game day access only
Sports Medicine	• Practice time only, no appointments	• Practice time only, no appointments	• Access following capacity limits

All program staff (coaches, trainers, interns) must be on an active contract with A&R and register for the daily attendance program each day the are using west campus facilities. Registrations will be monitored to ensure accurate records are being maintained.

Spectator Access: See spectator section

TRAFFIC FLOW

- The movement of people throughout facilities will be managed and supervised to maintain physical distancing (and other Provincial/Public Heath/University requirements) from entry to exit.
- Traffic maps, wayfinding signage, floor markings will be utilized to support physical distancing (detailed traffic flow maps available).
- Designated entry/exit points, stairwell, etc. will be identified for all staff and users.
- On-line registration system for all spaces, equipment and programs to reserve a space and manage capacity and traffic. Activity “pods” will be clearly signed.
- Where feasible, separation of programs (recreation and varsity) into separate spaces with defined scheduling, access control and traffic flow (tunnel shall remain closed until September 7)
- Management of overall facility capacity, coordinated by programming capacity and offset scheduling.
- Designated staff to help control/monitor the movement and activity of users.
- Where possible, doors to activity spaces will be removed in order to minimize touch points.

TRAFFIC FLOW – HALLWAYS/STAIRWELLS/ELEVATORS

- Hallways:
  - Will be marked with directional signage which must always be followed.

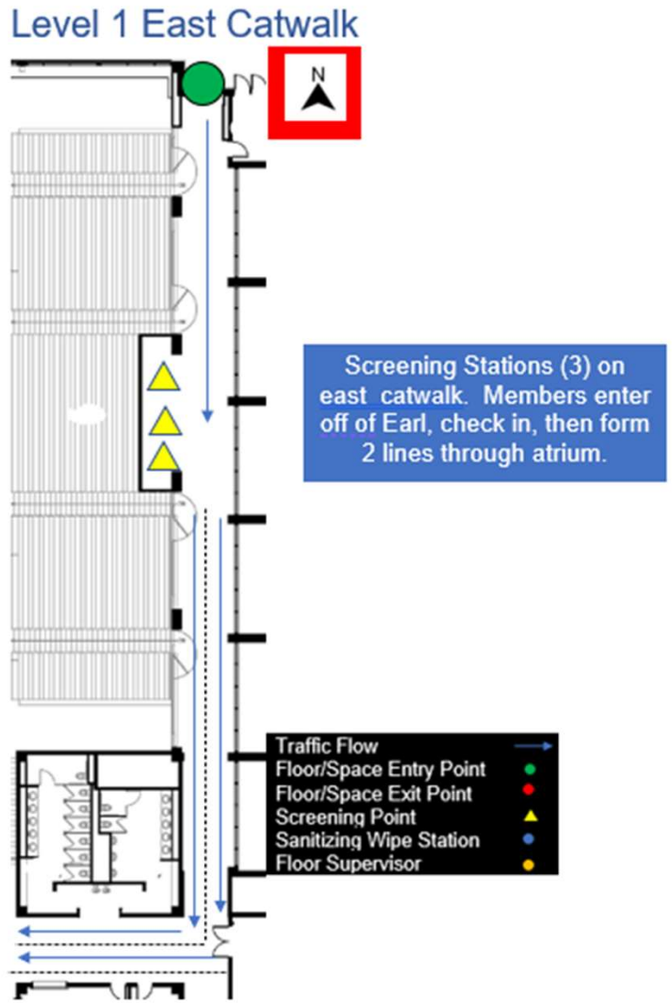
- Stairwells:
  - Will be marked with directional signage which must always be followed.
  - Staff will utilize Stairwell H or elevators for all internal traffic flow

- Elevators:
  - The maximum elevator capacity is two people at a time.
  - Elevator use will be restricted to accessibility needs and moving of equipment.
  - Elevator access from the parking garage will not be permitted as staff must be screened prior to entering the building.

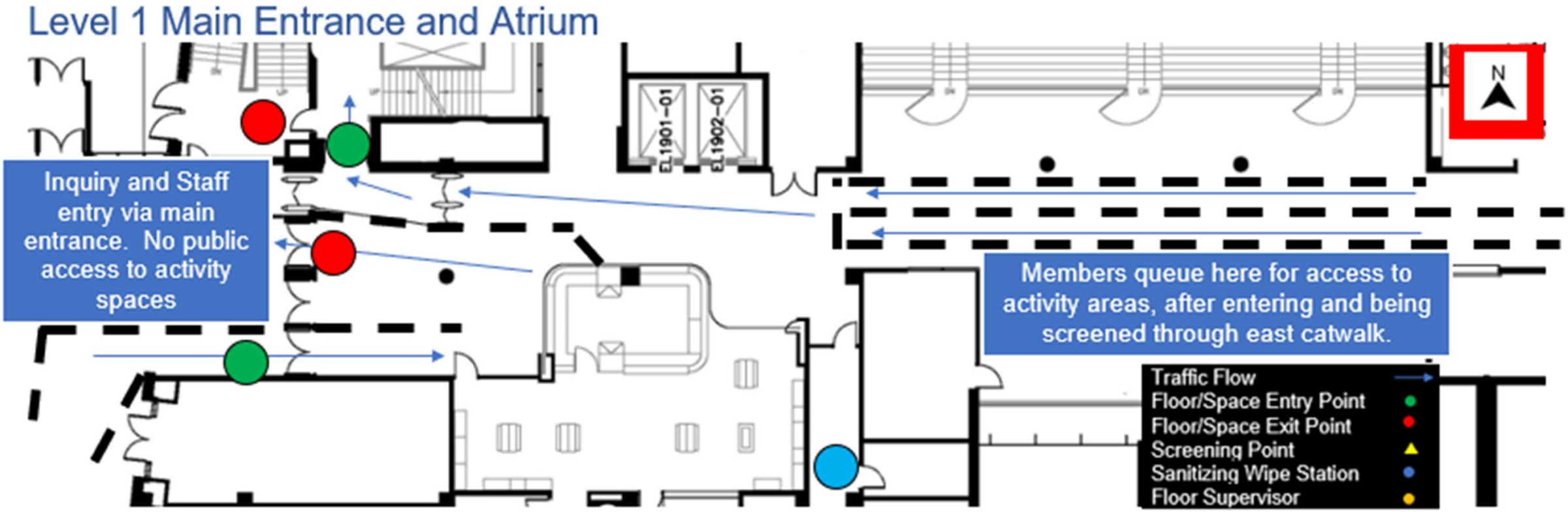
TRAFFIC FLOW – PUBLIC COMMON AREAS

- Atrium, seating areas, washrooms:
  - Non-essential spaces within athletic facilities (atrium, seating areas) will be closed until further notice.
  - Where applicable, furniture will be removed from these spaces, and congregating/gathering in these spaces will not be permitted.
  - Kitchenette areas will be limited to one person at a time, individuals must wipe down all appliances used pre/post use.
  - Capacity/traffic flow into bathroom will be limited based on physical distancing requirements (bathrooms are not to be used for change rooms).

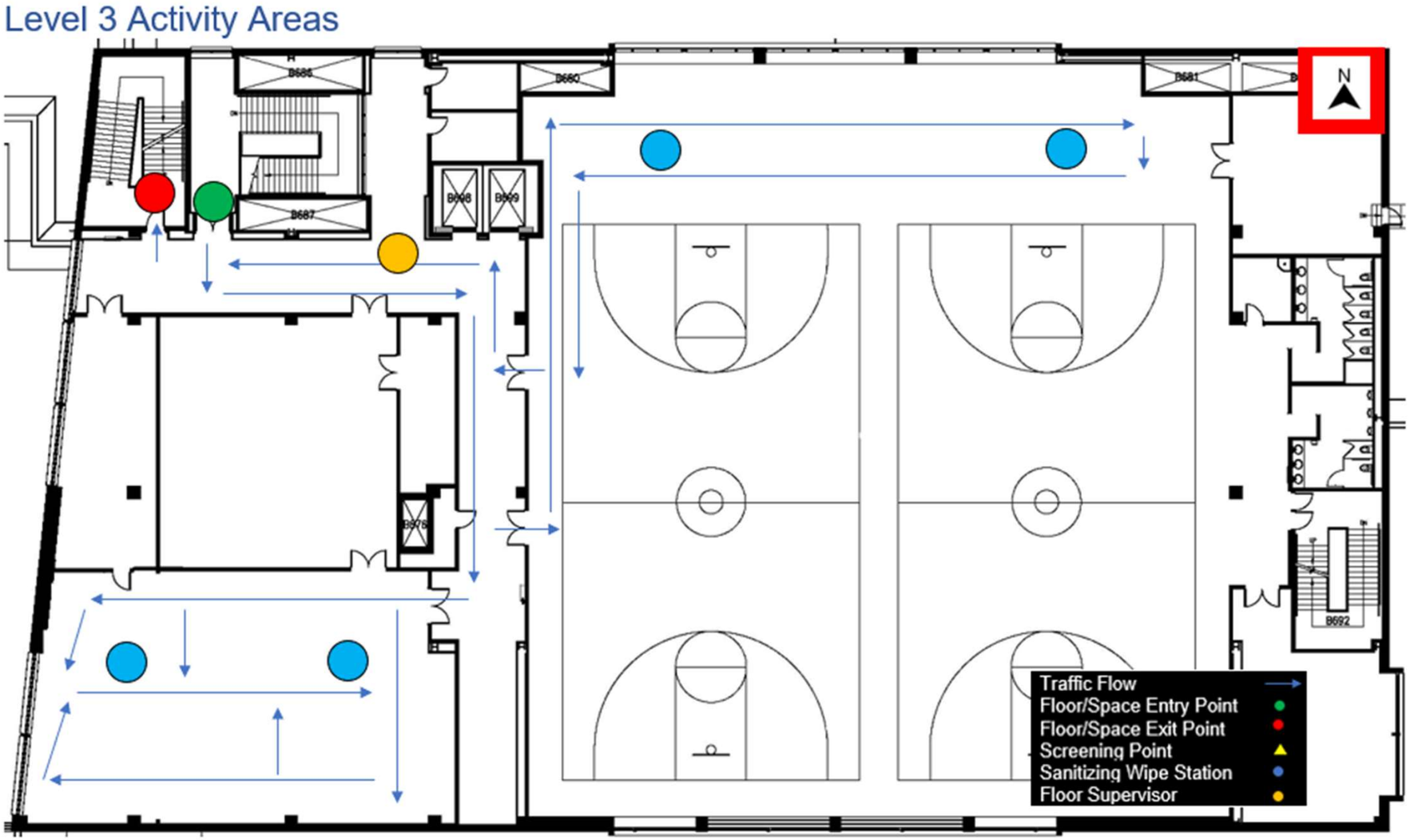
TRAFFIC FLOW MAPS – ENTRY – ARC NORTH L1



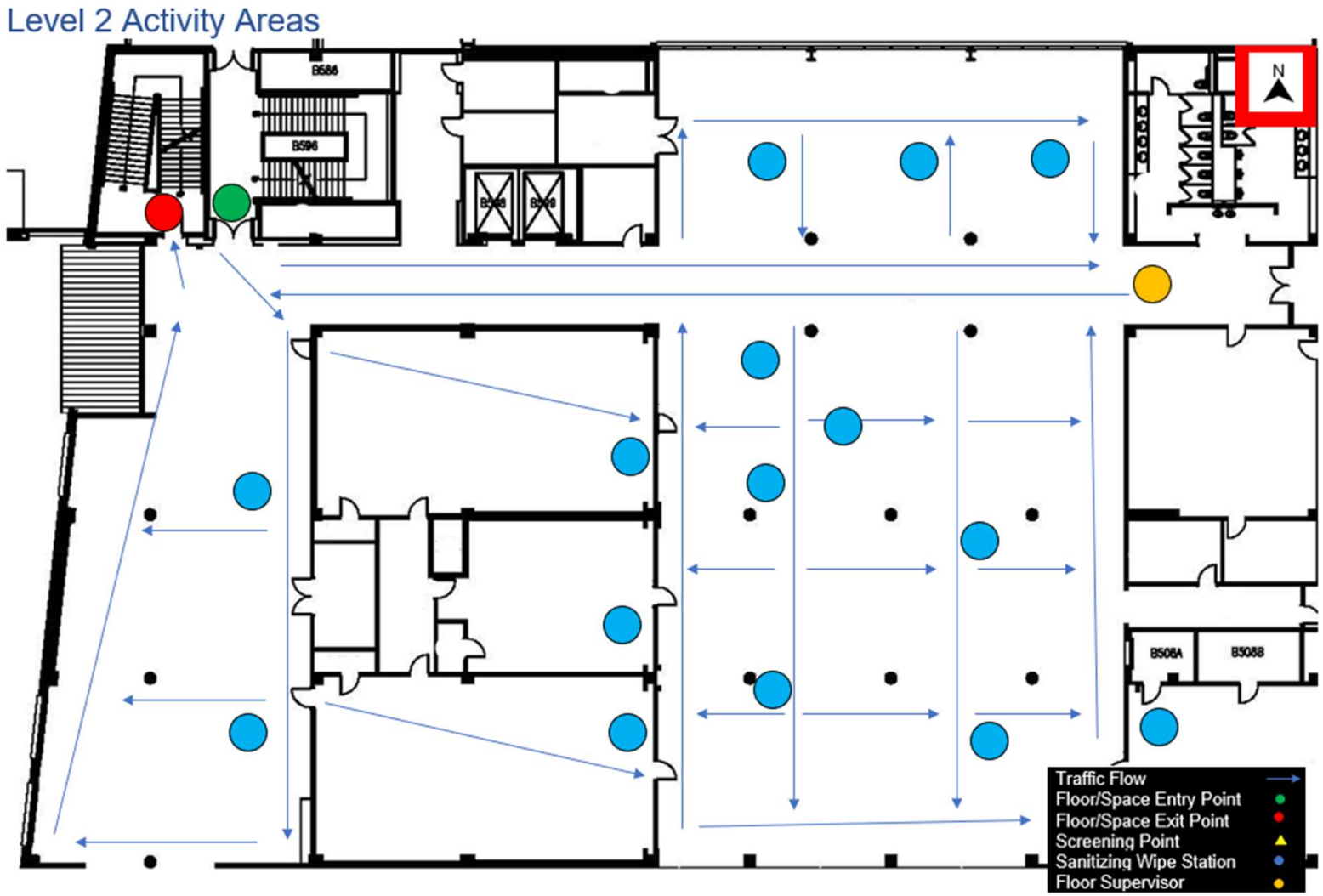
TRAFFIC FLOW MAPS – ENTRY ARC NORTH L1



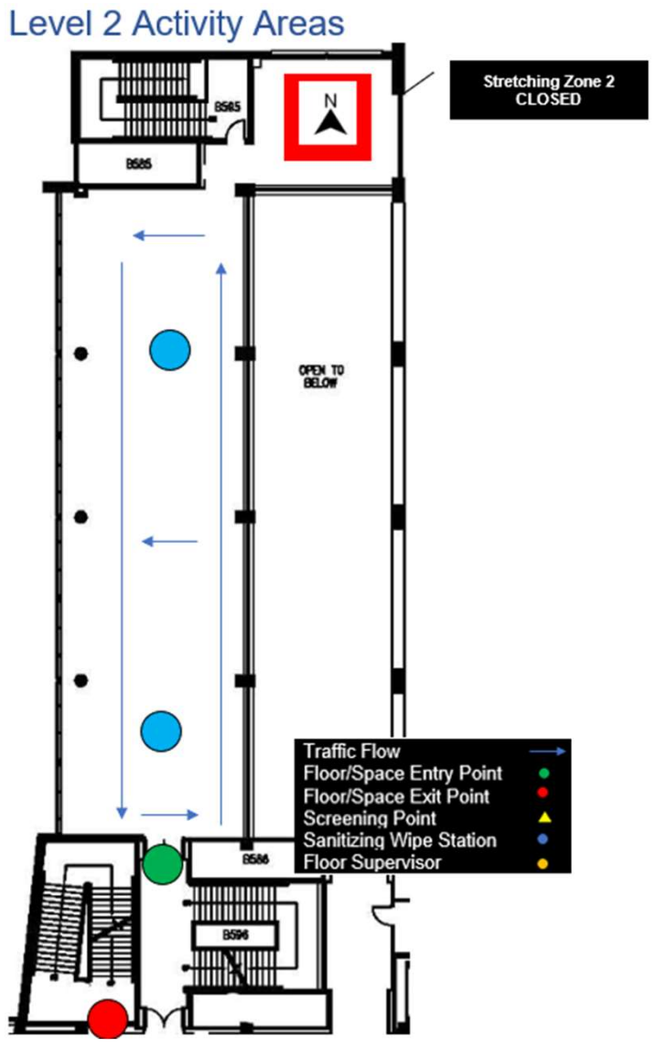
TRAFFIC FLOW MAPS – ARC NORTH L3



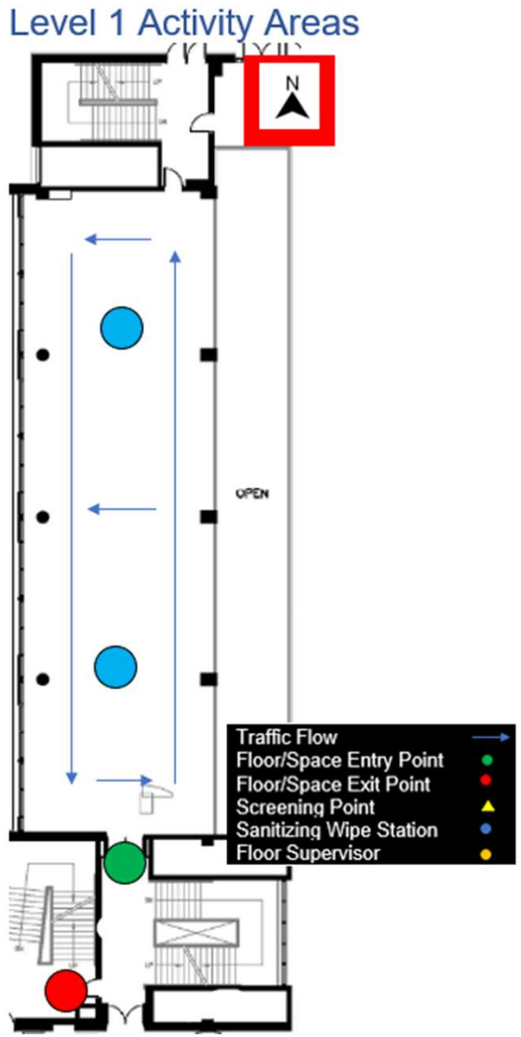
TRAFFIC FLOW MAPS – ARC NORTH L2



TRAFFIC FLOW MAPS – ARC NORTH L2

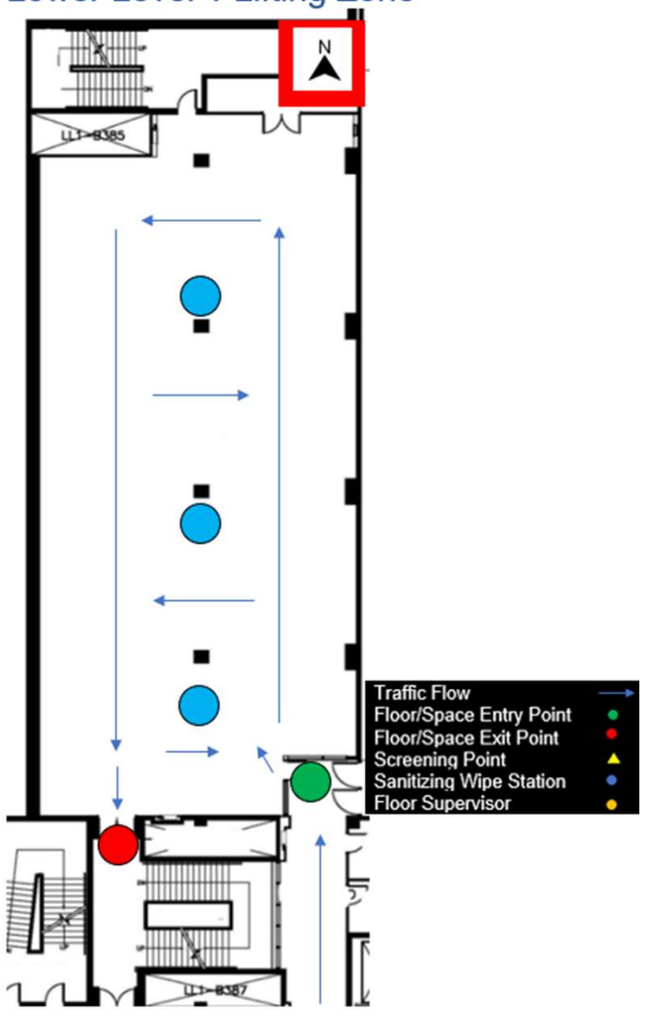


TRAFFIC FLOW MAPS – ARC NORTH L1

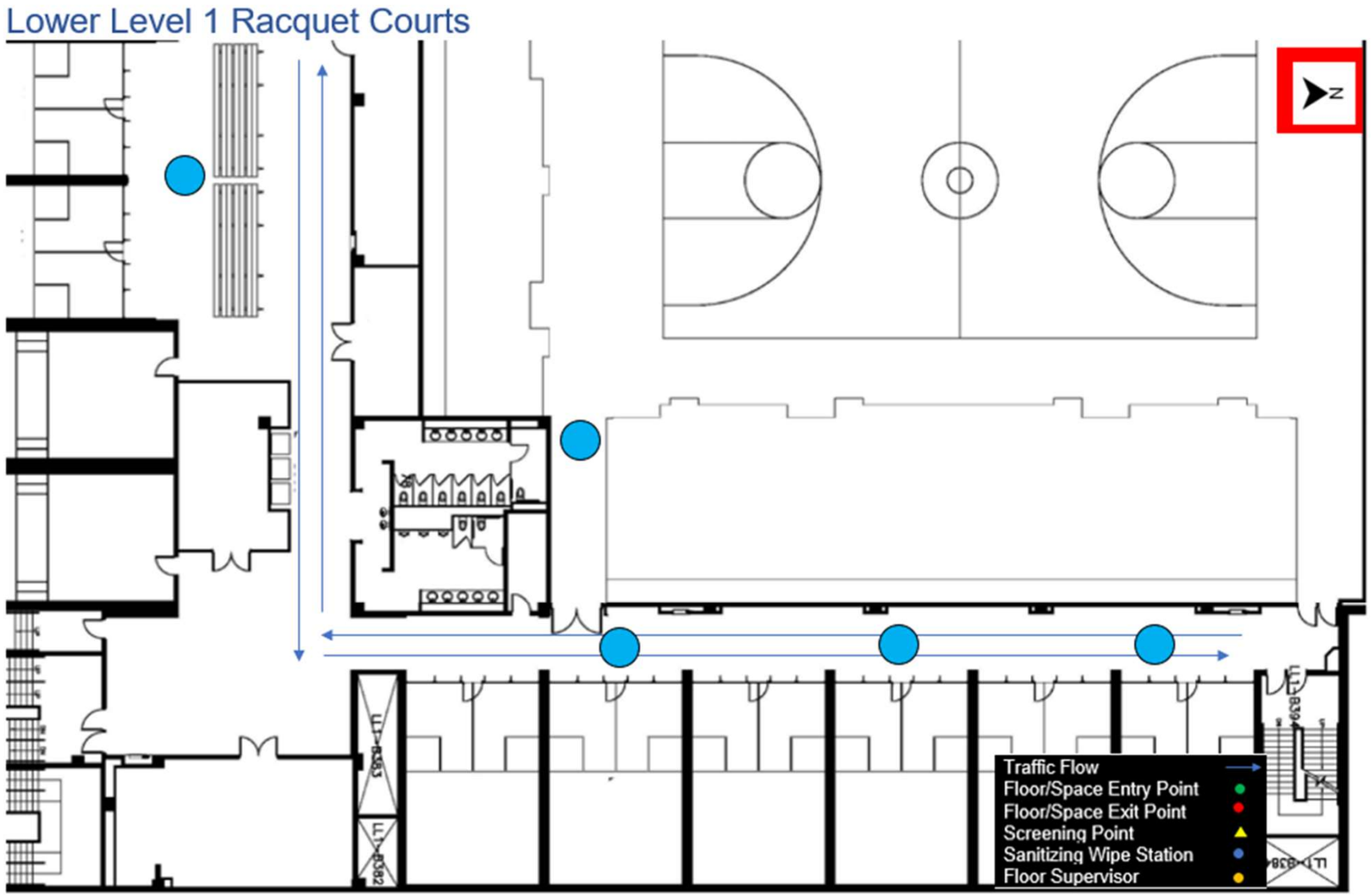


TRAFFIC FLOW MAPS – ARC NORTH LL1

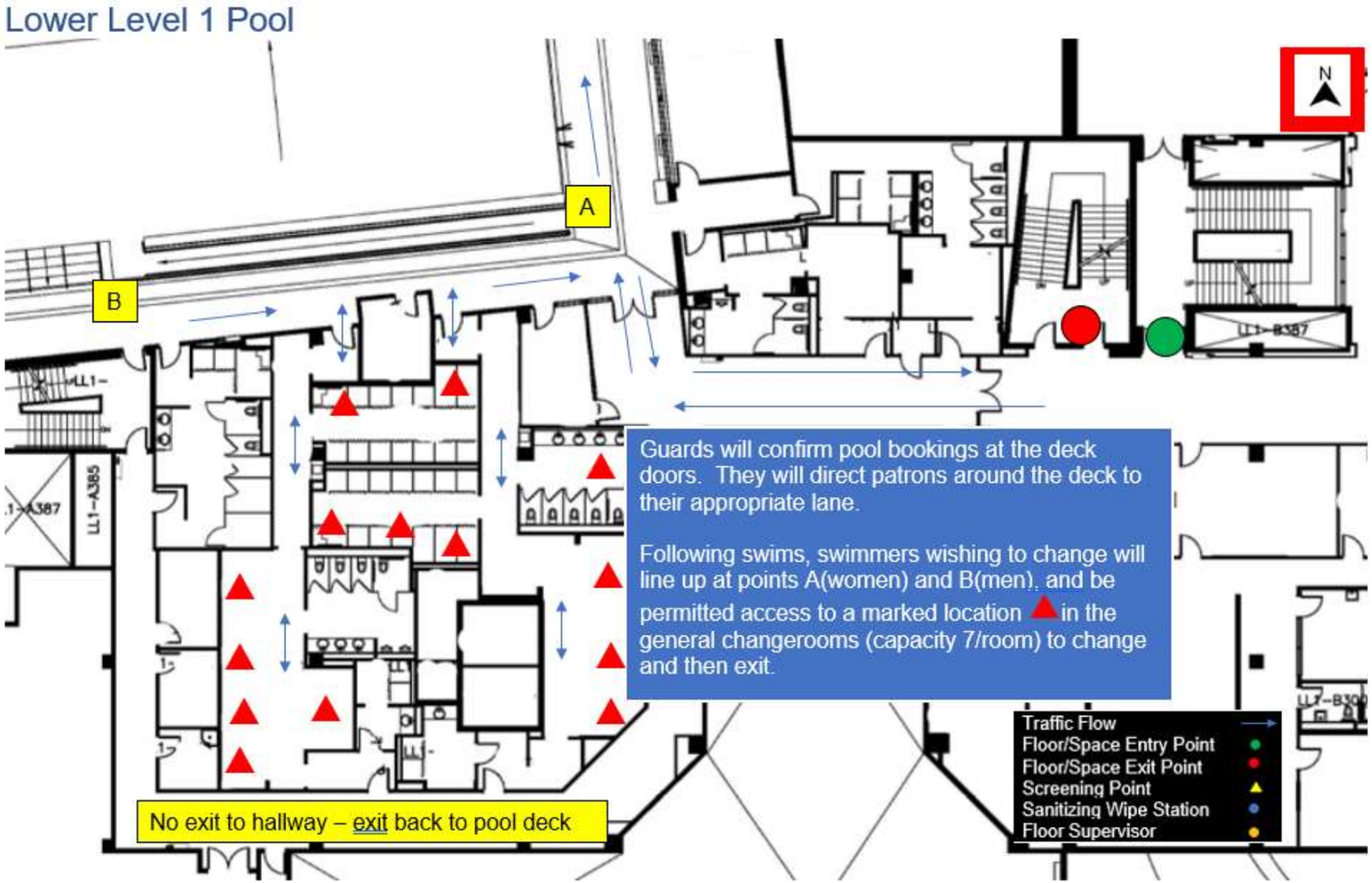
Lower Level 1 Lifting Zone



TRAFFIC FLOW MAPS – ARC NORTH LL1

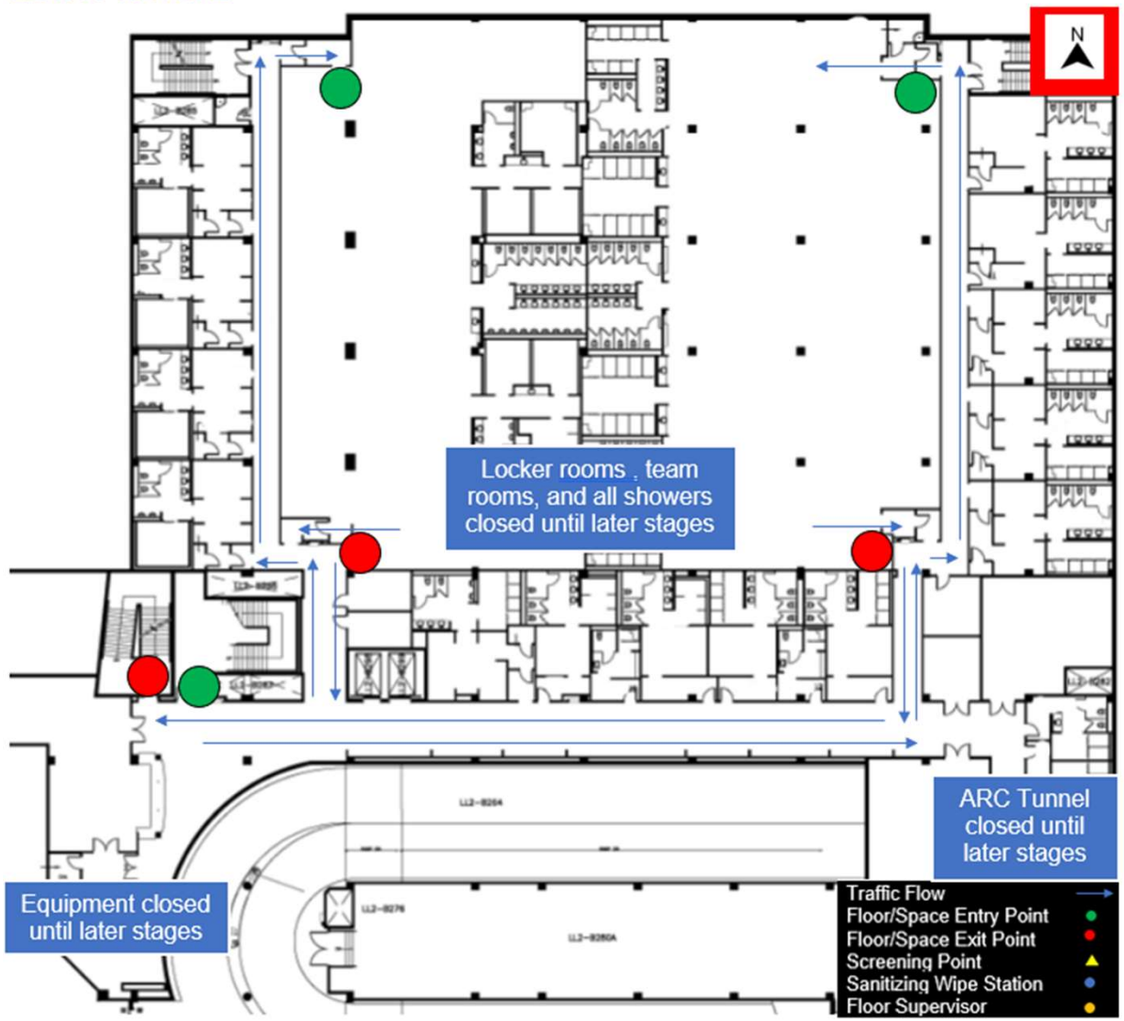


TRAFFIC FLOW MAPS – ARC NORTH LL1



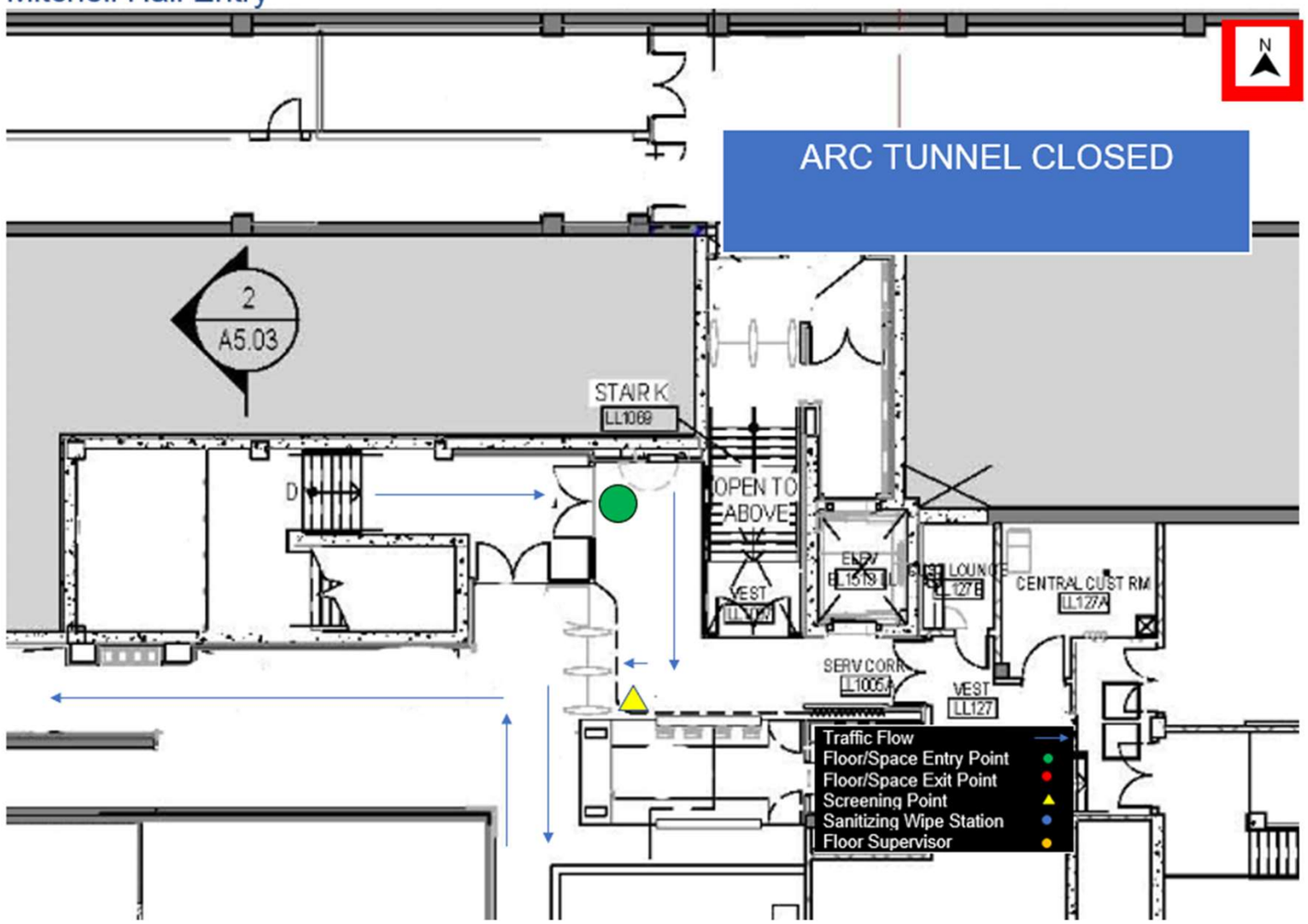
TRAFFIC FLOW MAPS – ARC NORTH LL2

Lower Level 2

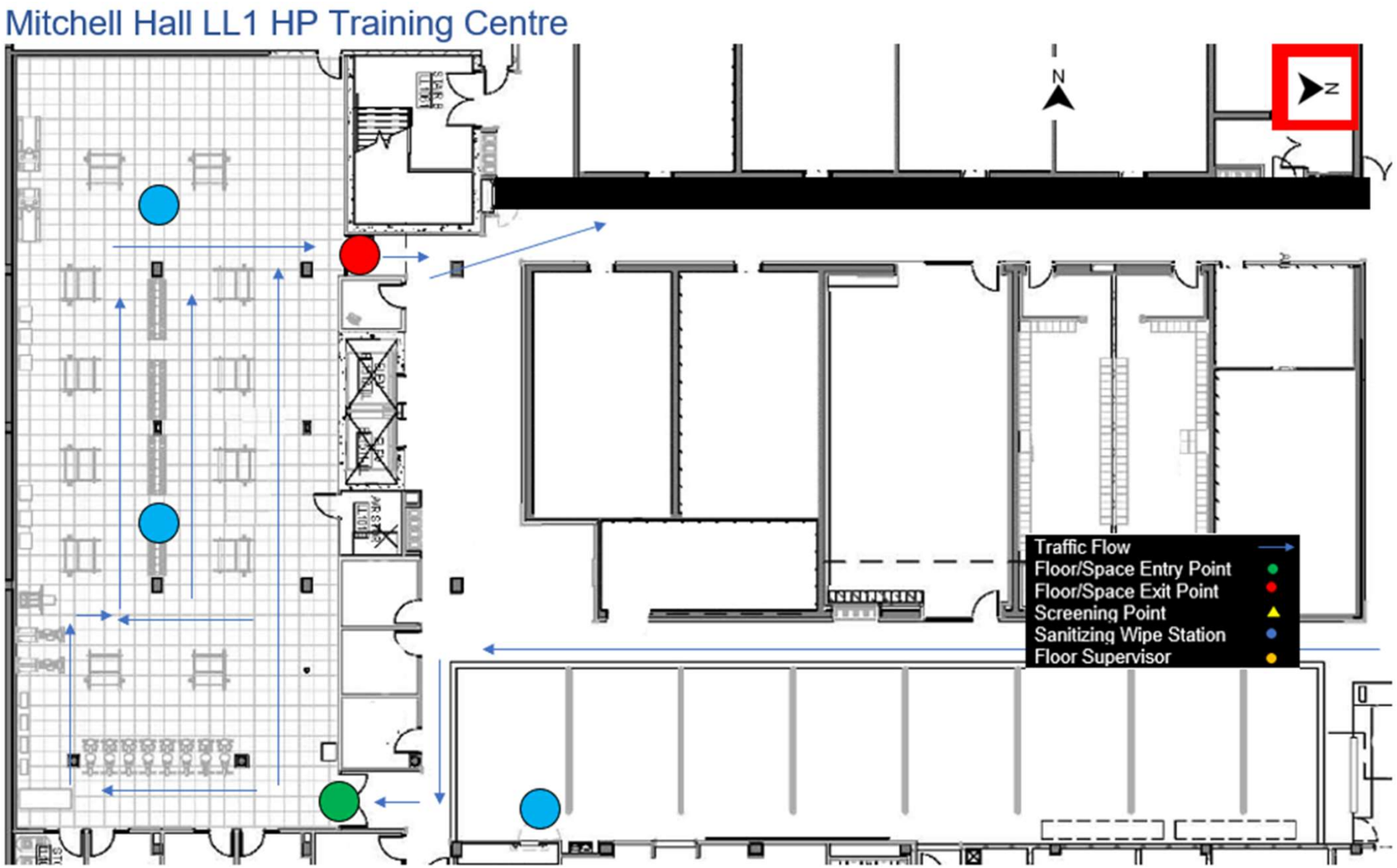


TRAFFIC FLOW MAPS – ENTRY ARC SOUTH LL1

Mitchell Hall Entry

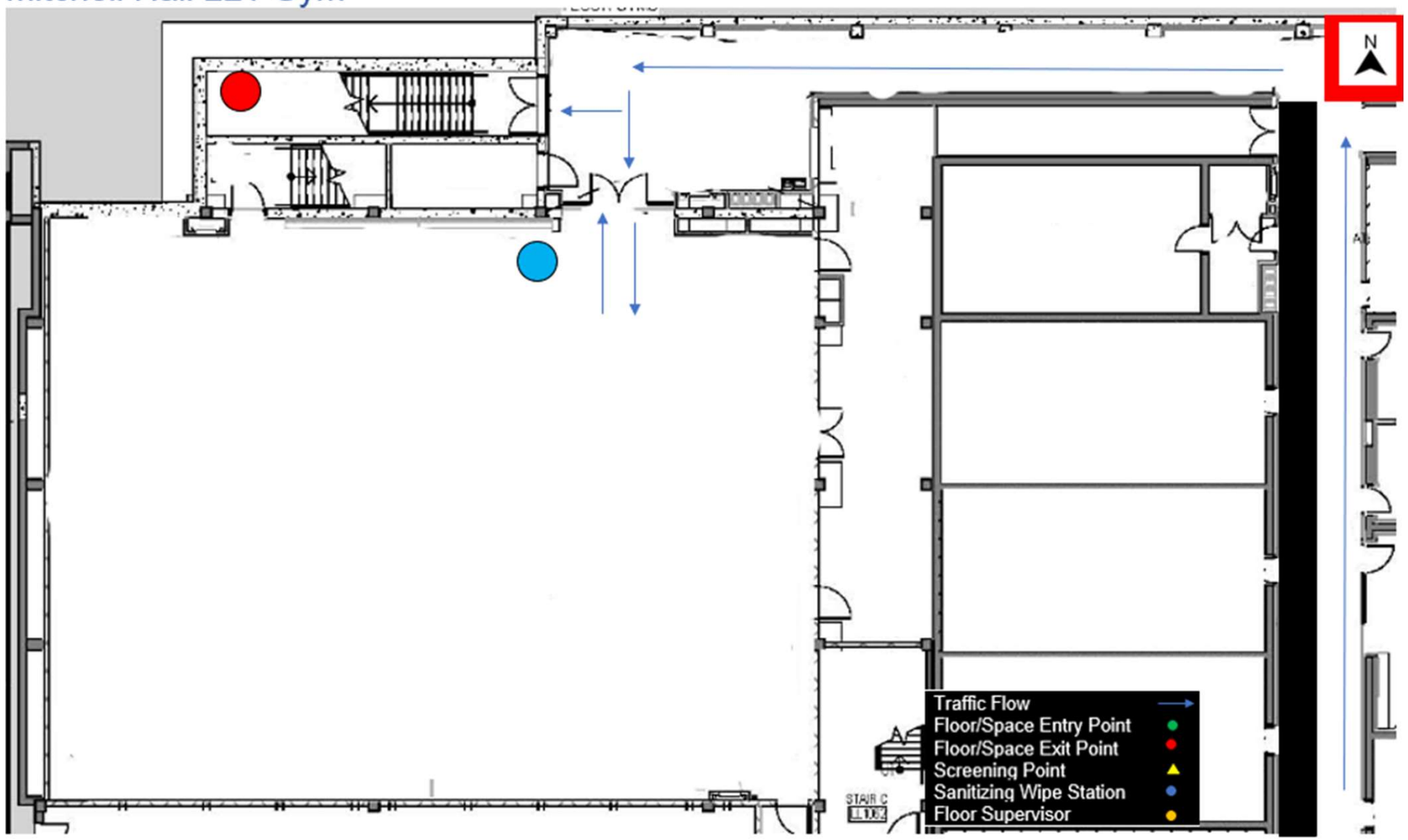


TRAFFIC FLOW MAPS – ARC SOUTH LL1



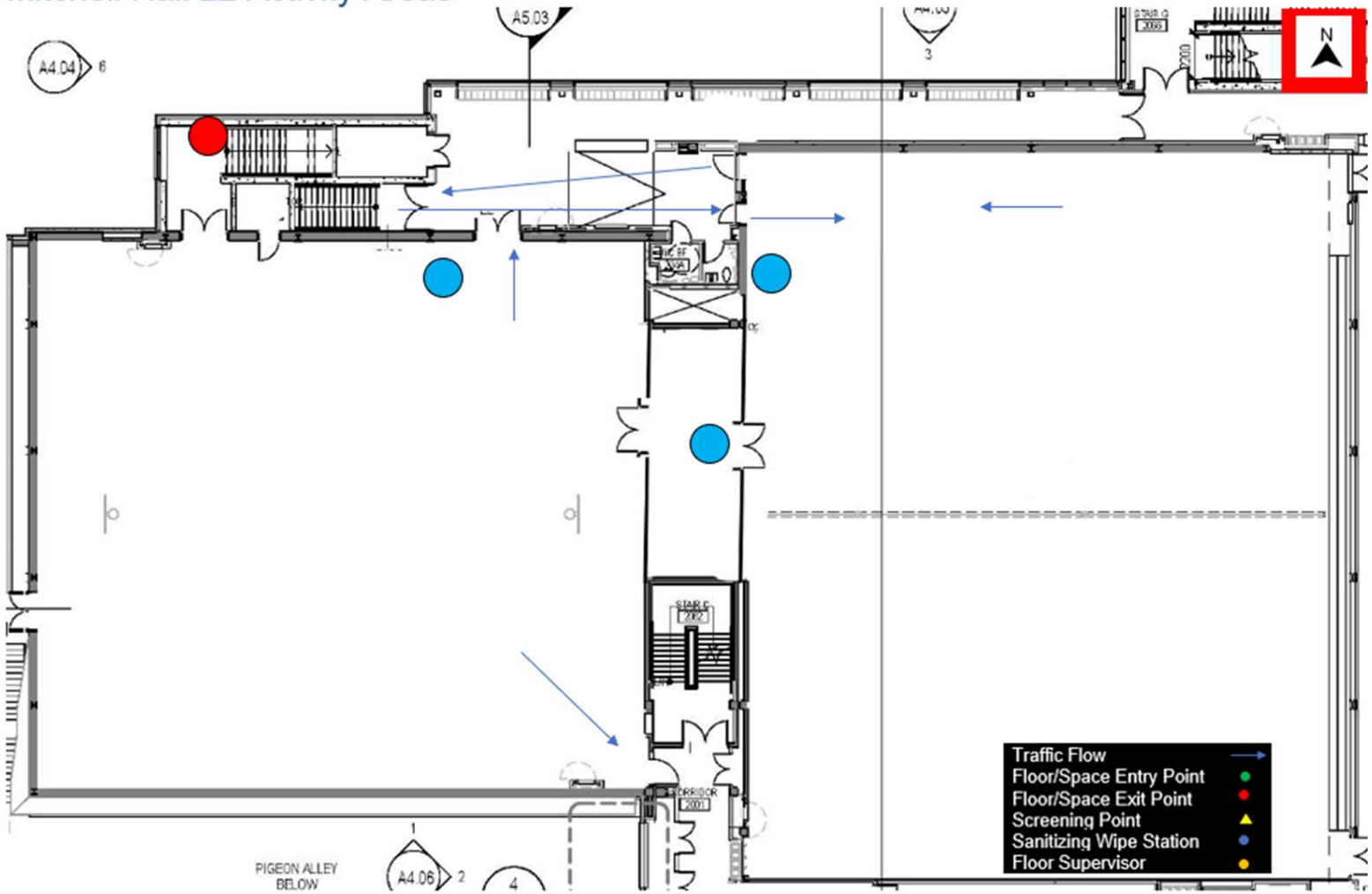
TRAFFIC FLOW MAPS – ARC SOUTH LL1

Mitchell Hall LL1 Gym

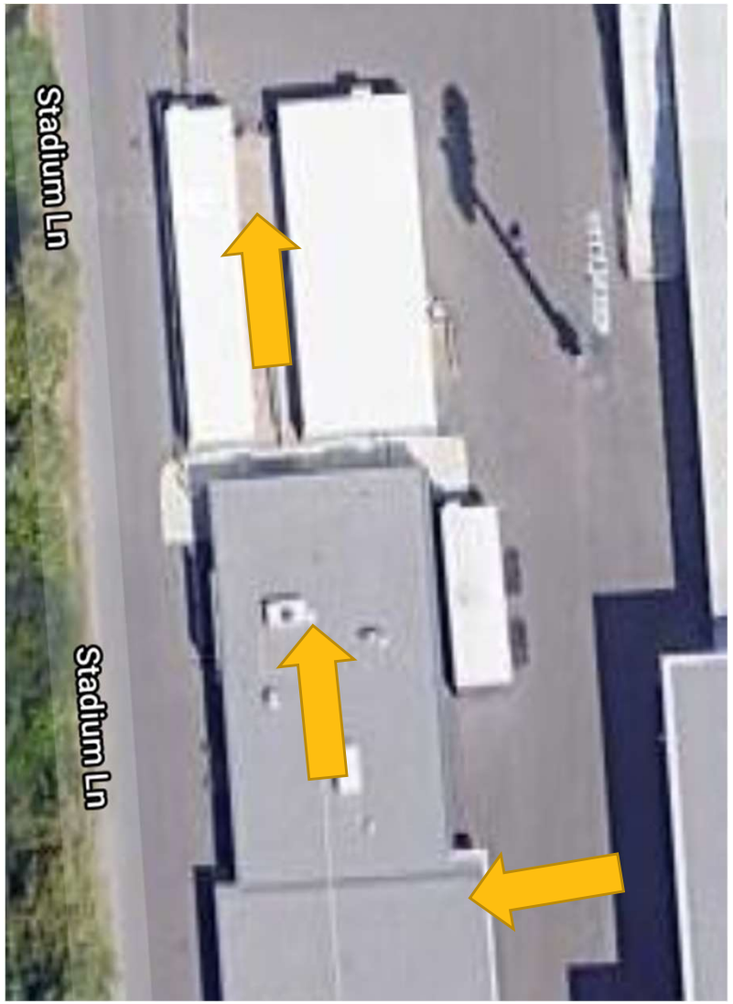


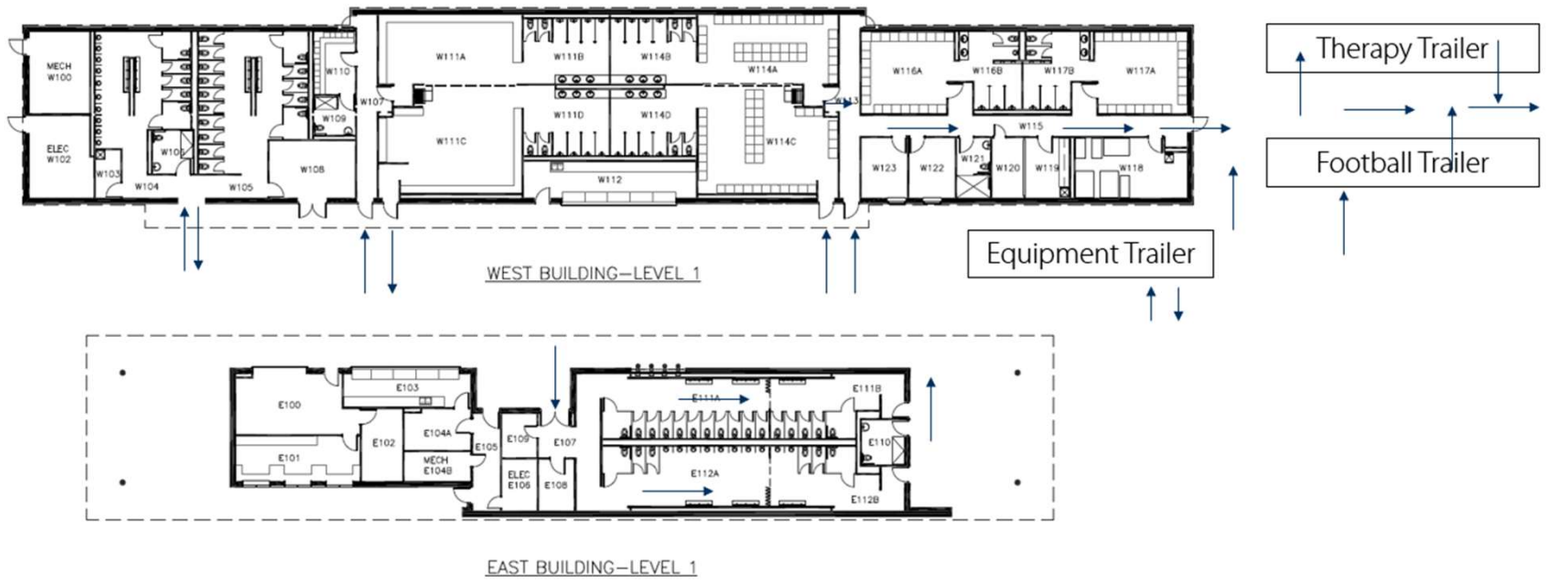
TRAFFIC FLOW MAPS – ARC SOUTH L2

Mitchell Hall L2 Activity Areas



TRAFFIC FLOW MAPS – WEST CAMPUS BUILDINGS



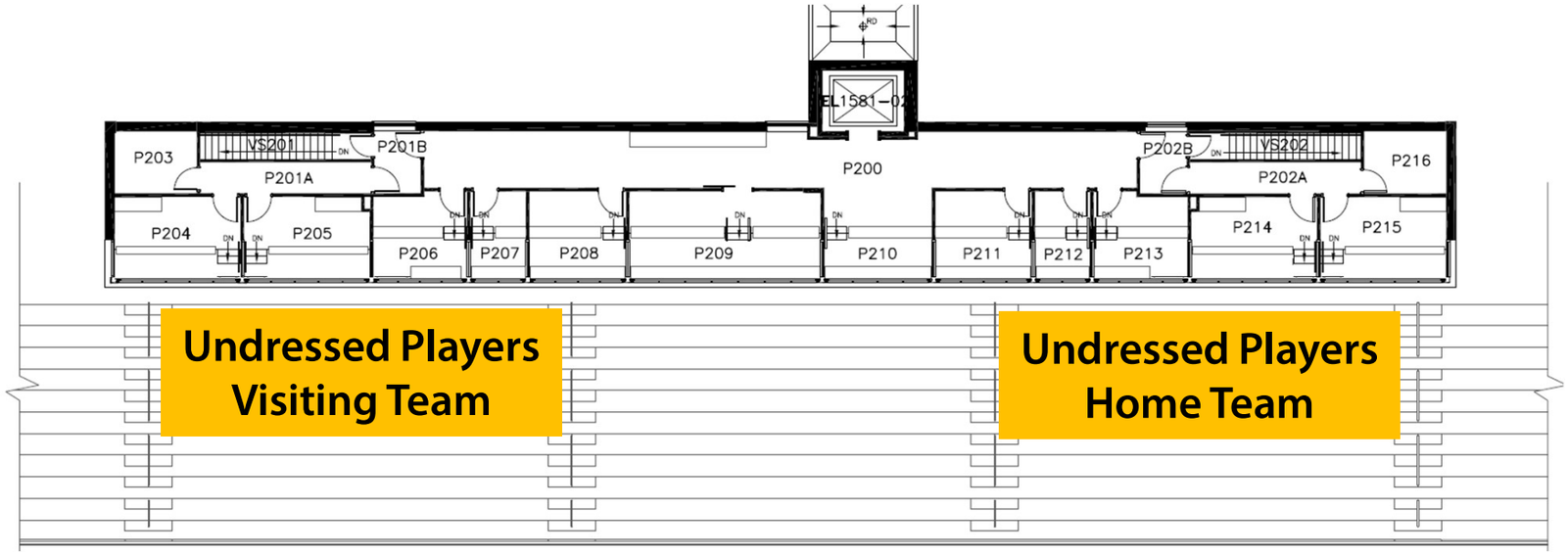


- Football/Therapy trailers to have dedicated entry and exit doors with one-way traffic
- Soccer & Football athletes enter from doors by exterior ice freezer
- Corridor from football to north doors to be one-way traffic
- Equipment trailer limited to 2 staff, equipment issue to be at tent outside trailer
- East building washrooms one way traffic – enter mid-building, exit north end
- All staff working at west campus must register to maintain accurate attendance records for the facility.

TRAFFIC FLOW – PRESS BOX

- Press box:
  - Access to the press box will be restricted to game day use only, under the following conditions:
    - Appropriate physical distancing will be maintained at all times in all spaces.
    - Operations box will be restricted to the videoboard operator(1), sound operator (1), home events coordinator (1), game clock operators (2), and announcer (1).
    - Home and Visiting teams will be allocated one large spotters' box each (208 or 211), with a maximum capacity of 4 per room for coaching. This must include any staff required for team-specific video capture.
    - Webcasting crew will operate in boxes 207/212/213, at minimum capacity to deliver the webcast.
    - Team video personnel are restricted to the open-air media box and limited to one camera operator per team.
    - Non-dressed players are not permitted in the press box and will be provided a designated seating area in the stands away from spectators.
  - With the exception of the game announcer and webcasting announcers, all individuals in the press box must wear a facemask.

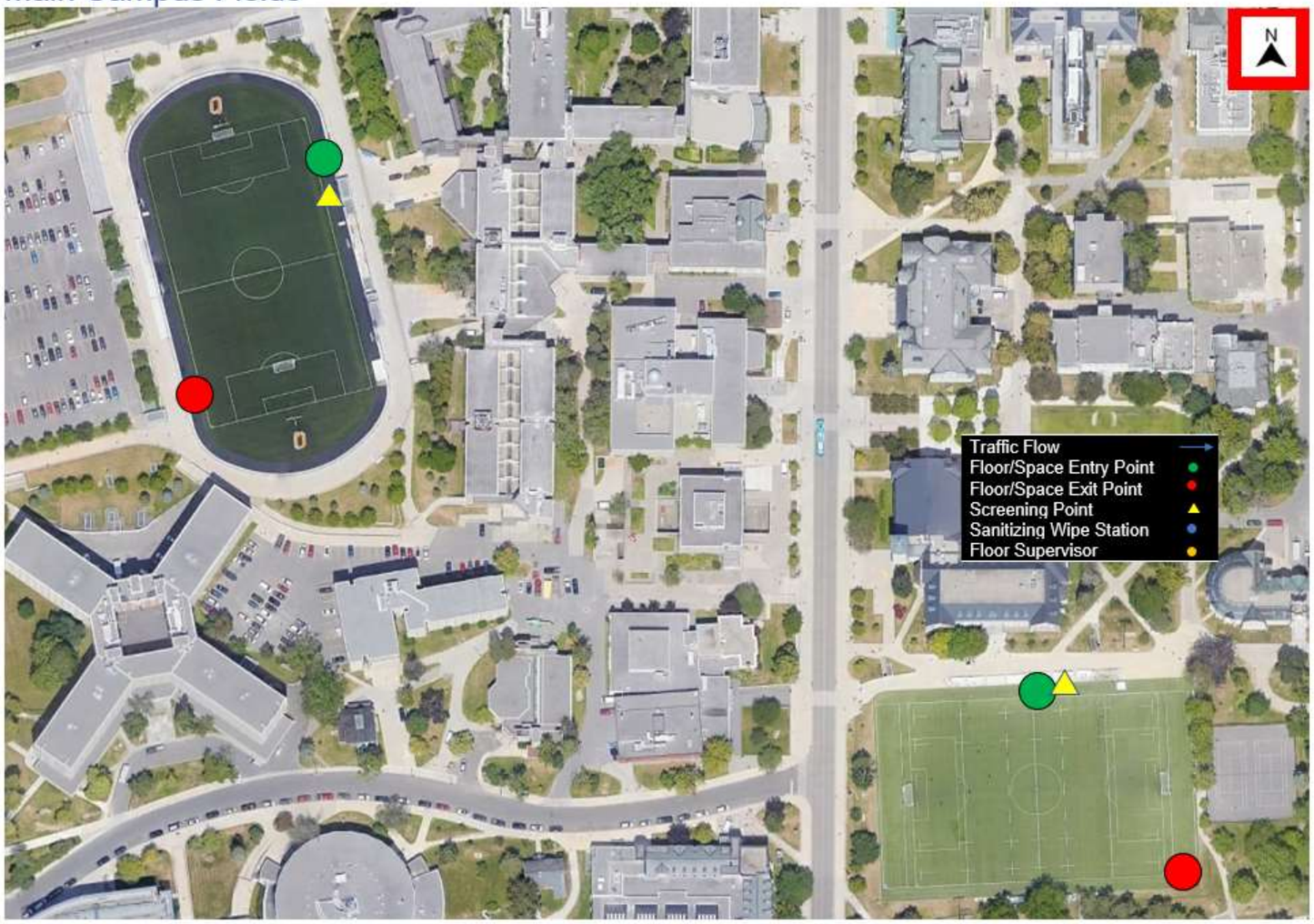
TRAFFIC FLOW – PRESS BOX



Room	Approved User Group	100% Capacity	50% Capacity
204/205/214/215	Rental Suites	12	6
206	Webcasting	4	2
213	Webcasting	6	3
208/211	Home and Visiting Teams	8	4
209	Game Day Operations	12	6
210	Media	12	6
Undressed Players	Location subject to change around ticketing requirements		

TRAFFIC FLOW MAPS – MAIN CAMPUS FIELDS

Main Campus Fields

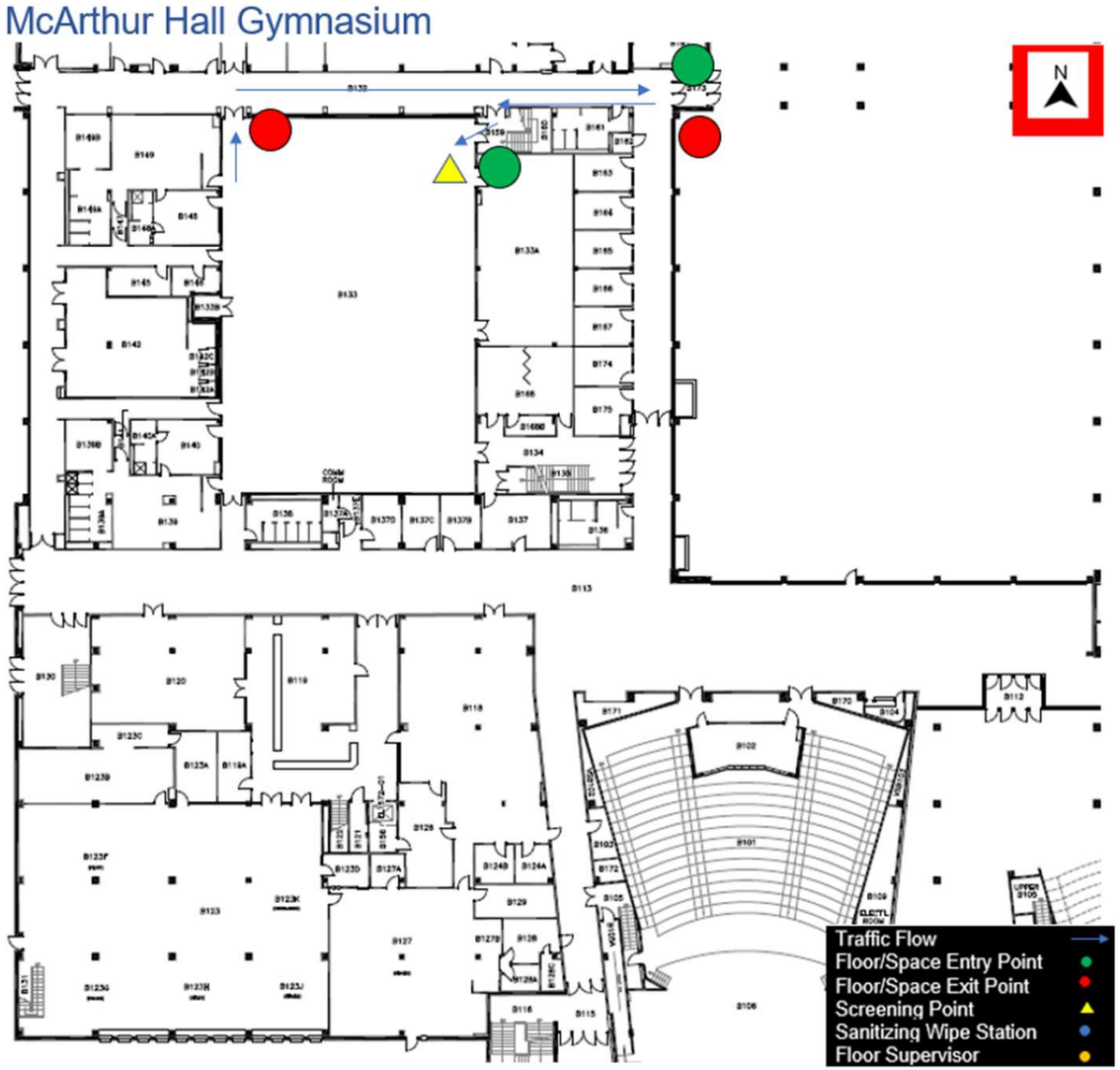


TRAFFIC FLOW MAPS – WEST CAMPUS FIELDS

West Campus Fields



TRAFFIC FLOW MAPS – MCARTHUR HALL



GAELS

SECTION 7 – SCHEDULING

- Scheduling Principles

SCHEDULING PRINCIPLES (CONT.)

- To comply with public health requirements (i.e. physical distancing) and maximize the capacity of all activity spaces:
  - The frequency of activity/practice schedules per week may be reduced, but the time duration may increase to allow for teams/clubs to work through their rosters.
  - Non-traditional spaces must be utilized (i.e. increased use of McArthur, MacBrown)
  - Use of morning, weekend time slots will also be required.
- All programming must be scheduled. Drop-in to facilities by teams/clubs/members will not be permitted.
- Confirmed schedule and activity will be tied into the Overall and Sport Specific Return to Play in-person training plan.
- No team/club activity permitted until sport specific return to play are approved.

GAELS

SECTION 8 – NEXT STEPS

- Important Reminders
- Next Steps

IMPORTANT REMINDERS

1. Pre-registration, screening & check in remain in place for all activities.
2. Masks are required at all times indoors, outdoors until they are in their activity area.
3. Physical distancing of 2m wherever possible.
4. Maximum number of team personnel in the activity area is capped at 6 outdoor, 3 indoor, use of coaching zones highly suggested.
5. Approved activities only, where there is a question, ask don’t assume.
6. Safety is always the top priority.

ONGOING REVIEW

1. Continued review of provincial and public health requirements by Step framework
2. Continued consultation with:

Group	Areas
Government Relations	• Review legislation documents when available to confirm information matches government news releases.
Health & Safety Subgroup	• Update all safety, risk mitigation, etc.
Facility Operations Subgroup	• Update appropriate cleaning plans and schedules to align with the provincial step 3 regulations when available.

3. Approval and posting of unit safety plan – re-opening indoor venues
4. Ongoing revision and update of facility reopening and operation plans as required to align with Provincial/Public Health/University guidelines.