

Kelowna Badminton Club COVID-19 Safety Plan

December 4, 2020

1. Introduction

The BC Restart Plan provides five principles for every situation as the province begins to restart services during the current pandemic:

Five Principles For Every Situation

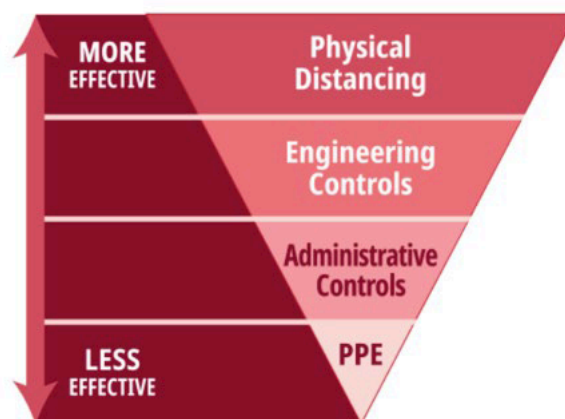
Personal Hygiene:	Stay Home if You Are Sick:	Environmental Hygiene:	Safe Social Interactions:	Physical Modifications:
<ul style="list-style-type: none"> • Frequent handwashing • Cough into your sleeve • Wear a non-medical mask • No handshaking 	<ul style="list-style-type: none"> • Routine daily screening • Anyone with any symptoms must stay away from others • Returning travellers must self-isolate 	<ul style="list-style-type: none"> • More frequent cleaning • Enhance surface sanitation in high touch areas • Touch-less technology 	<ul style="list-style-type: none"> • Meet with small numbers of people • Maintain distance between you and people • Size of room: the bigger the better • Outdoor over indoor 	<ul style="list-style-type: none"> • Spacing within rooms or in transit • Room design • Plexiglass barriers • Movement of people within spaces

This Restart Plan also includes the hierarchy of controls for COVID-19, which are fundamental for the information the recreation sector needs to restart operations during the pandemic:

Hierarchy of Controls For COVID-19

The hierarchy of controls is a framework for reducing transmission hazards. The most effective controls are at the top of the pyramid.

Source: Koehler, K, Rule A. Can a mask protect me? Putting homemade masks in the hierarchy of controls. [Internet] 2020 April 2. Johns Hopkins Education and Research Center for Occupational Safety and Health.



The basic goals for operating KBC during the COVID-19 are to create an environment that reduces risk, enables playing badminton, and identifies and communicates member responsibilities. We ask members to be aware of and follow the policies outlined here to

minimize risks and create a safe environment for all. We also ask members to take responsibility for their safety by only using the club facility in a way that reduces any risks to a level they are comfortable with.

2. Physical Distancing

The KBC gym is 39.9 m x 16.8 m (130' 9" x 55' 3") and includes 5 badminton courts 6.1 m (20') wide and 13.4 m (44') long. The ceiling beams are approximately 7 m from the floor with additional open attic space above. This adds up to a large indoor space for the number of people playing.

With 5 courts and 4 people per court, up to 20 people can play at once. Allowing 2 additional people per court to be sitting in designated seats means a maximum of 30 people in the building, with 20 playing and 10 sitting.

The spacing guide for building occupancy is:

- a 5 m x 5 m square per person for active activities
- a 2.5 m x 2.5 m square per person for passive activities

20 people on court (active) would require 500 m², and 10 people sitting around the perimeter (static) would require an area of 63 m² (though they would be sitting against a wall). The 563 m² required is within the 570 m² available.

When playing singles, two people use a court and rarely, if ever, come within 2 m of each other.

When playing doubles, partners on average are at least 2 m from each other in order to cover the entire court, but there are times where partners would come within 2 m of each other. To mitigate risks associated with this, players could choose to only play with partners from their existing household or social bubble. Players could also choose fixed partners to reduce the risk associated with multiple partners.

To observe the strict 3 m distancing required by the BC Public Health Order of December 2, 2020, only singles is permitted. This document assumes that is the case and restricts all play to singles.

The building entrance is small, but unavoidable. Players need to wear masks and manually avoid each other in the entrance, which is simple enough to do as the foyer door has been removed.

2.1 KBC Physical Distancing Policy

The Courts

- Only singles play is allowed. No exceptions.
- Only KBC members may play at the club until further notice. No exceptions.
- No more than 1 additional person can be assigned to a court and be waiting or sitting (not playing). This means a maximum of 3 people (2 playing, 1 waiting). Waiting players must sit or stand by one of the designated spots in the gym, which ensures proper distancing. All waiting players must wear a mask.

- A nonplaying parent/guardian supervising juniors must be in the gym in one of the designated spots and counts as a waiting player. There may not be more than 1 waiting player per court under any circumstances, and these waiting players must wait in designated spots.
- Everyone in the facility must minimize movement behind the courts. This means no warming up behind the courts or walking around to socialize.
- Everyone on court must maintain a 3 m distance from everyone else.
- Players may not contact another player. This means no handshakes or high-fives after games. Sportsmanship can be shown with a wave or virtual high-five. This applies to all players, including those from the same household, to discourage everyone from touching each other at KBC.
- Players are not allowed to enter the building prior to their scheduled start time.
- Players must leave the building prior to their scheduled end time. If nobody has scheduled the court after their time ends they may stay longer, but it is their responsibility to be aware of the current court scheduling and leave before the next group for that court shows up.

The Change Rooms

- Only 2 people are allowed in each change room at a time. They must wear a mask and must keep 2 m from each other at all times.
- Players are encouraged to come ready to play to avoid the change rooms altogether. Those that do need to use a change room are encouraged to be as quick as possible to avoid congestion in this area. It's mainly a place to keep coats and boots during the winter months.
- The showers are unavailable for use. Players must shower at home.
- The washrooms are available if necessary. In particular, everyone is encouraged to wash their hands prior to playing and prior to leaving the building. Sanitizing hands is an alternative option with stations around the court area and in the entrance.

The Entrance / Foyer

- Anyone entering or leaving the building must wear a mask and must maintain 2 m distance from other people.
- Players leaving should do so before players entering.
- The water fountain is unavailable. Players should bring water with them.
- Nobody is allowed to wait in the foyer.

Upstairs

- The upstairs viewing area and kitchen are unavailable for members or spectators at this time.
- Only executives are allowed upstairs to access the office or the stock room. If selling stock, the executive must ensure proper distancing is followed with the purchaser.
- Masks are required to be worn at all times in the upstairs area.

3. Common Surfaces

There are a few common surfaces in the building. These consist mainly of door handles and seats. To reduce the risk of contamination from contact with common surfaces, KBC is taking the following measures:

- The upstairs area is unavailable for any players or spectators. The only valid use of the upstairs area is for executives to access the office and for the sale of items from the stockroom. Both of these are infrequent and monitored by an executive to ensure that rules are followed.
- All entrance doors to the change rooms are removed, allowing people to enter and exit without touching a door handle.
- The door between the foyer and the gym is removed.
- The door to the locker area is removed.
- Showers are roped off and unavailable for use.
- The water cooler is removed.
- Benches around the courts are marked to outline seats with appropriate spacing. This ensures physical distancing and limits the area that may need to be disinfected.
- Hand sanitizer is available near each court and in the foyer.
- Sanitizing wipes are available near seating areas and by the front door.

These changes leave the front door as the only part of the building that a player is required to touch, and players are asked to wash or sanitize their hands upon entering and leaving the building.

The other common surface is the shuttle used to play the game of badminton, which is typically touched by both players on a court. The shuttle is disposable and typically lasts about a game before it needs to be switched.

One way to avoid multiple people touching the same shuttle is to mark the shuttles and have each player only handle their shuttle. While this is possible, it is also cumbersome in practice. Avoiding touching one's face and frequent hand sanitization is another method to reduce infection handling common shuttles.

3.1 KBC Common Surfaces Policy

- All building common surfaces, including door handles and marked seats, are disinfected by our janitor twice per week.
- Disinfecting wipes are available at the front door, in the change room and in the seating area for players to use as needed. Players are also encouraged to bring their own wipes.
- Executives and group leaders are asked to disinfect the front door handles upon entering, ensuring that this happens at least daily.
- Everyone entering the building should wash or sanitize their hands before playing.
- Everyone should wash or sanitize their hands as they leave the building.
- Players should avoid touching their face with their hands and sanitize their hands frequently.

- All players not on court must be seated in one of the designated spots or stand at least 3 m from anyone else. Moving around the perimeter of the gym should be minimized. All waiting players must wear a mask.
- Players should consider using separate marked shuttles so that each player only touches their own shuttle. If both players on a court are comfortable with the using same shuttle, they are encouraged to sanitize their hands before playing, avoid touching their face while playing, and sanitize their hands after playing.

4. Administrative Changes

In order to reduce the risk of infection and support the above policies, several other changes have been introduced. The most significant of these is the introduction of a system for court booking.

Players must book a court or have a court booked on their behalf in advance in order to play. This ensures that players showing up at KBC have a court to play on and that there are no more players than our capacity safely allows. Players without a booking are not allowed to enter the building. No exceptions. The booking record must be filled out in advance and must be accurate.

We have assigned a Booking Manager to oversee the bookings, ensure fairness, and deal with any issues that arise.

In order to manage our capacity and limit exposure, only members are allowed to play for the time being. No guests or drop-ins are allowed.

In order to track who is in the building at any given time and potentially provide that information to Public Health, all players must card-in to play, even if the front door is already open.

This provides two separate methods of tracking who is in the building: the booking records and the door entry records. Video cameras in the building provide a third method, which is used by the Booking Manager to ensure that everyone is following all tracking rules.

Our junior training program has been revised to ensure juniors maintain 3 m distance from each other. Classes are limited to 10 athletes, all of which must wash their hands or sanitize before starting and before leaving. Additionally, coaches ask about wellness, exposure to COVID, and measure temperature before admitting kids to play.

4.1 KBC Booking Policy

- KBC members must have a court booking for a specific court in order to arrive at the club. Members not listed on a valid booking may not show up at the club.
- Courts can only be booked for singles (2 players total), with a maximum of 1 additional person waiting. There are no exceptions to these maximums. That means 2-3 people per court.
- Court bookings must identify the specific members included in the booking and only those players may arrive at the club to play on that specific court. Players are not

allowed to mix with other courts. The names of all players, including the booker if applicable, must be included in the booking. Furthermore, the booker must be able to provide the contact phone numbers for each person in their booking, upon request.

- Whoever books a specific court is responsible to ensure that the rules for the number of people playing and sitting are followed.
- If a listed player does not show up for a booking, the booker must notify the Booking Manager of the change as soon as possible. Failure to accurately list players on a court may result in suspension of booking privileges.
- Non-members may not play at the club and may not be included in any bookings.
- At the discretion of the Booking Manager, a booker may book a court on behalf of other members. This is to simplify the booking process for those that may have difficulty doing so themselves. Each member coming to play needs to be aware that they have a spot on a specific court for a specific time. They are limited to playing on that court during that time.
- Courts may be booked up to one week in advance. Courts may be booked until the start time of the booking.
- Courts that will not be used must be cancelled at least 24 hours in advance to make them available for other players. Booking courts and not using them or cancelling them at the last minute may result in suspension of booking privileges.
- Members wishing to book courts on a repeating basis may request the Booking Manager to set that up. They are responsible for managing the specific people playing each time they are scheduled. They are responsible for cancelling bookings that will not be used.
- At higher demand times, it may not be possible to obtain the booking(s) desired. The Booking Manager will resolve any issues.
- Every member playing must present their access card to the reader when they enter the building. No exceptions. This allows KBC to provide the information to Public Health for contact tracing, should it be necessary.
- Only KBC members are allowed to play at this time. Drop-in play is suspended for the time being. No guests are allowed at this time.
- Restricted access members may only book courts during the times the facility is available to them.
- Juniors may book courts at any time, but their access cards only work during junior-specific times. Juniors still require a supervising adult in the building, which must either be playing on court or in one of the designated seats in the gym, unless otherwise approved by the Booking Manager. Parents are no longer able to wait upstairs.
- The Booking Manager has the right to cancel or modify any booking. Reasons include, but are not limited to:
 - Abusing the booking system with too many bookings
 - Booking more time or courts than actually used or needed
 - A sanctioned event has priority
 - Correcting errors in bookings
 - Avoiding unbooked dead-time during busier intervals

4.2 Junior Training

- Players must card in to record their entry to the building, even if the door is open.
- Anyone entering the building must wear a mask in the common areas, including the entrance and the change rooms.
- Players are explicitly asked about their health and situations prohibiting them from playing prior to being admitted to play.
- The coach takes a temperature measurement with a contactless thermometer of each player prior to admitting them to the courts. If the reading is 37.5°C or higher, the temperature is re-checked after a few minutes. If the second reading is also above 37.5°C, the player is asked to leave and phone 811.
- Players experiencing any COVID-19 symptoms (fever, chills, new or worsening cough, shortness of breath, sore throat, and new muscle aches, or headache) may return to lessons after a COVID-19 test is negative and they have been asymptomatic for 3 days, or they have isolated at home for 14 days and been asymptomatic for at least 10 days.
- Players are required to wash their hands or sanitize before playing.
- Players are periodically asked to wash their hands or sanitize during the practice.
- Players are required to wash their hands or sanitize prior to leaving.
- Players are not allowed to contact any other players and are kept 3 m apart for all activities and demonstrations.
- No more than 10 players can be registered in any session, and the coach submits the attendance list to the Booking Manager for tracking purposes.
- Players are spread out over all courts to ensure that there are no more than 2 per court (one on each side of the net). All instruction and games are based on singles play.
- Players must leave the building through the exit by court 5 to avoid interaction with the next group of kids coming in the entrance.

5. Summary

There are a number of changes for safe use of the club and compliance with provincial health guidelines during this pandemic. These KBC policies may be revised over time and the most recent version supersedes all previous versions. Players are responsible for being aware of the current rules. If everyone does their part to abide by them, we can all enjoy the benefits of playing badminton while minimizing known risks.

5.1 Requirements to Play at KBC:

- You must be a member of KBC to play. Drop-ins are not allowed. Guests are also not allowed at this time. No exceptions.
- You must have a valid booking. You may not show up without one.
- You must arrive after your booking starts and leave before your booking ends.
- You must have your access card with you and card-in for tracking purposes. No exceptions.
- You must wear a mask in all areas of the club unless actually playing on court. This includes the benches around the courts, the change rooms and the entrance foyer.

- Please come changed and ready to play. The change rooms are only available for two people at a time for storage of winter gear.
- You must have indoor-only court shoes.
- You must have your own water/drink if you need it.
- You must follow all distancing protocols at the club, which means at all times staying 2 m away from everyone else in the common areas and 3 m from everyone else on court.
- You must wash or sanitize your hands prior to playing and as you leave. There are sanitization stations around the courts.

5.2 Situations Prohibiting Coming to the Club

- Anyone who has had symptoms of COVID-19 in the last 10 days. Symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat, and new muscle aches or headache.
- Anyone directed by Public Health to self-isolate.
- Anyone who was arrived from outside of Canada in the last 14 days.
- Anyone has had contact with a confirmed COVID-19 case in the last 14 days.

While KBC is committed to minimizing risk through our policies and building changes, all risks cannot technically be eliminated. Each player must assess their own risk tolerance in deciding whether and how to enjoy the club. We ask players to be respectful of other players that may have different views on personal safety during this time.

The executive will review any issues and adjust policies as needed. This situation is new for all of us, so we appreciate your patience with us and with each other.