

WinSport BNTC Gymnasium Licensee Usage and Safety Guidelines (COVID-19)

Version 1.0 (10/10/20)

Licensee Information	
Permitted Users	<ul style="list-style-type: none"> • The maximum number of users per gymnasium booking is 30 for any Cohort groups including a minimum of two coaches and officials. The maximum number of users per gymnasium booking is 20 for any physically distanced groups including a minimum of two coaches and/or officials. • Licensee may request to have more than 30 participants to a maximum of 50. This request must be sent to WinSport in writing. WinSport has the right to refuse any such request. • If any gymnasium booking exceeds these numbers, the additional users will not be allowed to enter the BNTC building. • Breach of this policy will result in the cancellations of future gymnasium bookings, no exceptions.
Permitted Activities	<ul style="list-style-type: none"> • Users are encouraged to modify gymnasium activities to adhere to physical distancing guidelines as per the Alberta Government's Guidance for Sport, Physical Activity and Recreation. • If you are unable to deliver a physical distancing session, sessions must follow the Cohort Guidelines outlined in the Alberta Government Guidance for Sport, Physical Activity and Recreation and Alberta Governments Guidance for Cohorts Groups. • No tournaments are permitted until further notice, as per the AHS guidelines.
Cohort User Groups	<ul style="list-style-type: none"> • The Alberta Government states cohorts can be up to 50 participants. • Information on Cohorts can be found on Alberta Government Guidance for Sport, Physical Activity and Recreation and Alberta Governments Guidance for Cohorts Groups.
Use of equipment	<ul style="list-style-type: none"> • Users must bring their own equipment to use during their gymnasium booking. Please ensure to clean and disinfect equipment before and after use in accordance with the Alberta Government guidelines. • WinSport will not provide any equipment for the gymnasium bookings outside of basketball nets, hockey/indoor soccer

	<p>nets, volleyball nets or badminton nets. These equipment items must be requested at time of booking.</p>
Vulnerable Users	<ul style="list-style-type: none"> • Although WinSport is adhering to AHS Guidelines and implementing procedures to ensure safety, all Users enter WinSport facilities at their own risk. • While we are still learning about COVID-19, the Government of Alberta has reported that serious illness, including death, appears to develop more often in people who are older or have pre-existing conditions or are immune compromised. The Licensee must warn their Participants of this risk.
Users requiring additional assistance	<ul style="list-style-type: none"> • To ensure the safety of WinSport Team Members, and maintain social distancing guidelines, WinSport Team Members are unable to assist any Multisport Space user into the space. Please ensure there is ample support to assist if required.
Assisting users with equipment	<ul style="list-style-type: none"> • Only gymnasium users will be allowed in the BNTC building. No parents/guardians will be permitted to enter the BNTC building. User groups will be solely responsible for their equipment.
Gymnasium etiquette	<ul style="list-style-type: none"> • Coaches are responsible for ensuring users adhere to the following while in the gymnasium; • No spitting and clearing nasal passage at any time within facility. • Limit group celebrations (handshakes, fist bumps, high fives) that bring participants within 2 meters. • Ensure gymnasium users are practicing physical distancing as much as possible. • Discourage cheering and yelling.
User Group Health Screening	<ul style="list-style-type: none"> • It is the responsibility of the Licensee to perform health screening checks on all participants that wish to enter the facility, including coaches. The screening requirements must be performed before every scheduled booking.
Participant Logbook	<ul style="list-style-type: none"> • It is the responsibility of the licensee to ensure they maintain a Participant Logbook for each scheduled gymnasium booking. The Participant Logbook should be present at each scheduled session and include the name of the participants, contact details and an emergency contact for each individual. • If a case of COVID-19 were to arise, Alberta Health Services may contact the licensee and ask for the users' information, a Participant Logbook will allow the licensee to comply.
	<ul style="list-style-type: none"> • When you arrive at WinSport, please remain in your vehicle until 10 minutes prior to your scheduled gymnasium time. Alternatively, a physically distanced line up can form outside of the BNTC Main Entrance. Please obey the physical distance markers along the wall of the facility.

<p>Facility Access</p>	<ul style="list-style-type: none"> • The BNTC Main Entrance door will be unlocked 10 minutes before the scheduled booking. A User Group Representative must check-in with Sport Services at the front desk prior to any participants coming into the facility. This will confirm that the previous user group has vacated the gymnasium and is ready for use by the next group. • Once checked-in, participants may enter the facility and head straight down to the gymnasium to prepare for their booking. • User groups will have five minutes from the end of the scheduled booking to leave the facility to give Winsport Team Members the time to safely prepare the facility for the next user group.
<p>Time Blocks</p>	<ul style="list-style-type: none"> • WinSport has implement a 15-minute buffer time in between groups from the same Licensee and 30 minutes between different Licensees to allow WinSport Team Members time to clean and disinfect the Multisport Space efficiently and safely for the next user.

Rapid Response Plan

Licensee must have a Rapid Response Plan in place to ensure readiness to manage a symptomatic Participant. The Rapid Response Plan must include the following WinSport procedures to ensure success in controlling the outbreak within our facility.

If a user displays symptoms during their gymnasium booking and symptoms are consistent with COVID-19, the following Rapid Response Plan must be followed:

Action	Location	Responsible
<p>Isolate user in question by keeping them physically distanced from other users and provide them a mask. Move user outdoors if possible.</p>	<p>BNTC</p>	<p>Person responsible for user group in gym (Coach, Parent, Team Representative)</p>
<p>Inform Winsport Team Member a user has been isolated and provide information on what areas the user may have come in contact with.</p>	<p>BNTC Sport Services, main floor of the Bob Niven Training Centre building Or call # 403-247-5405</p>	<p>Person responsible for user group in the gym (Coach, Parent, Team Representative)</p>
<p>Contact isolated user's parents/emergency contact, instruct that user must be collected ASAP</p>	<p>Users contact information should be located using your Record of Attendance document</p>	<p>Person responsible for user group in the gym (Coach, Parent, Team Representative)</p>

Remove user and their belongings from facility	Exit gymnasium and proceed to parking lot area	Person responsible for user group in the gym (Coach, Parent, Team Representative)
Stop and end the activity booking and implement WinSport cleaning procedures	BNTC gymnasium	WinSport Team Member

Licensee Safety Information

Activity Ready	<ul style="list-style-type: none"> All users are encouraged to arrive “Activity Ready” when they arrive at WinSport. This means dressing appropriately for the activity at home. Indoor shoes should be changed when inside the facility. This reduces the time within the facility, reduces touch points and ensures users will be in the BNTC Gymnasium promptly for the start of their scheduled booking.
Water Access and Bottles	<ul style="list-style-type: none"> There will be no water fountains available in the BNTC Gymnasium. Users must fill their water bottle from home. The sharing of water bottles is not permitted, please label your bottle with your name to avoid any mix-ups.
Hand Sanitizer	<ul style="list-style-type: none"> Hand Sanitizer units are available throughout the facility, including entry and exit points. WinSport encourages all users to sanitize their hands frequently, especially before and after their gymnasium booking. Participants are also encouraged to bring their own small bottle of hand sanitizer.
Masks	<ul style="list-style-type: none"> As per the City of Calgary Bylaw, masks are required to be worn in all public facilities, including common areas such as the BNTC Main Entrance, stairwell and hallway leading to the gymnasium. Users are not required to wear a mask when participating in BNTC Gymnasium activities and can remove their masks upon entering the gymnasium.
Scents and Perfumes	<ul style="list-style-type: none"> Please refrain from using scents or perfumes within the facility.
Users Equipment	<ul style="list-style-type: none"> Please ensure your equipment is cleaned and disinfected before and after use.
Physical Distancing	<ul style="list-style-type: none"> All users must maintain physical distancing guidelines, in all common spaces, and in the gymnasium where possible. Ensure you stand on the visible markings where appropriate and adhere to our signage.

Spectators	<ul style="list-style-type: none"> No spectators are permitted into the facility. If a parent/guardian wants to remain at the facility during the gymnasium booking, they must stay in their car until the booking time is over. Children can be met in the parking lot after their session has finished.
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BNTC Facility Information	
Change Rooms	<ul style="list-style-type: none"> There will be no change rooms available in the BNTC building. There will be a designated space near the gymnasium will be used for changing footwear for the activity to be played in the gymnasium. There will be no chairs or benches. There will be a designated area to store your gear
Washrooms	<ul style="list-style-type: none"> Washrooms on the on the gymnasium level will be open for emergency purposes. WinSport encourages all users to use a washroom at home and use our facility washrooms only in the case of an emergency.
Showers	<ul style="list-style-type: none"> The showers will not be accessible until further notice.
Benches	<ul style="list-style-type: none"> There will be no benches in the BNTC gymnasium.
Walkways	<ul style="list-style-type: none"> To promote one-way traffic, we have installed arrows which will direct users into the facility and to our exit point. Please adhere to the arrows direction to assist with the flow of traffic.