

# **CORDOVA BAY FASTBALL SAFE OPERATING PLAN (AS OF JANUARY 14, 2021)**

The following safe operating plan (“the Plan”) was developed to be used in conjunction with, and supported by, the following government and sport sector requirements, including:

- BC Government Restart Plan;
- Provincial Health Authority (PHO) Recommendations;
- ViaSport Return to Sport Guidelines for BC;
- Softball BC Back to Bases Guidelines [Softball BC is referred to throughout this Plan as the Provincial Sport Organization (“PSO”);
- BC Recreation and Parks Restart Plan;
- Municipal requirements; and
- BC guidelines from WorkSafe BC and BC Health Authority.

This Plan is designed to provide an opportunity for children and youth to begin with controlled practice and skill development, and if safe, to move towards community games, and then on to competition versus neighbouring communities at Lochside Park while ensuring the safety of players, volunteers and parents. All activities will be held outdoors on Lochside Park’s three diamonds (D1, D2 and D3) and one outdoor batting cage, with only two fields and the outdoor batting cage being used at one time. All activities will follow this Plan approved by the Cordova Bay Fastball Board. The best practices outlined in this Plan do not supersede any protocols, guidelines, or restrictions outlined by Regional, Provincial and/or Federal Health Authorities. All players, volunteers and parents are expected to continue to follow the guidelines outlined by their local government and Regional, Provincial and/or Federal Health Authorities.

The Cordova Bay Fastball Board has the authority to amend and update this Plan in accordance with Provincial, viaSport, and Softball BC guidelines. The Board anticipates amending this Plan closer to the start of the 2021 season to reflect updated public health, government and sport governing body guidelines and orders.

This Plan has been arranged into the following six schedules:

- Schedule 1 – Risk Management;
- Schedule 2 – Program
- Schedule 3 – Facility Access and Use;
- Schedule 4 – Operations (Teams, Volunteers, Cleaning); and
- Schedule 5 – First Aid, Outbreak Plan and Illness Policy.

## **SCHEDULE 1 - RISK MANAGEMENT**

- Educate members about risks involved with participation through email and signage.
- Each member must have a signed waiver releasing Cordova Bay Fastball and respective Provincial Sport Organization (PSO’s) specific to COVID-related sickness.
- Inform volunteers (coaches/board) about protocol to follow to mitigate risks.
- Post information and ask to stay home if showing any symptoms related to COVID, or if they have travelled outside of Canada in the last 14 days, or are in close contact with a person who has tested positive for COVID.



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- Post social distancing measures and rules, including the use of face coverings when the 6 ft physical distancing cannot be maintained.
- Educate members on PHO guidelines on maximums for mass gatherings.
- Provide sanitizer to each field location, batting cage, and washrooms when in use for Cordova Bay Fastball-sanctioned events.
- Educate on personal hygiene protocol via posters.
- Provide clear arrival, start, and end times.
- Ensure scheduling of activities is staggered and entry/exit way finding to limit the number of individuals coming and going at one time.
- Provide general screening, attendance tracking, and crowd management for activities. - Enhance cleaning protocols of equipment and facilities.
- Avoid if possible, but minimize shared equipment. When equipment is shared (e.g. bats), use cleaning/sanitizing protocols.
- The safe operating plan will be posted at the clubhouse and on the Cordova Bay Fastball website, and will be updated as required.

### **SCHEDULE 2- PROGRAM**

- Games and travel to other parks will occur only when permitted by PSO guidelines.
- Non-contact training will be the primary focus of the season unless guidelines change.
- Outdoor activities primarily.
- Respect those managing guidelines; adhere to return to play guidelines.
- Each team is responsible for only their own equipment.
- Maximum attendance including players/coaches/spectators at each location (field) will be limited to small groups under 50 unless PHO guidelines change. - No spectators.
- Increased hand hygiene.
- Symptom screening.

### **SCHEDULE 3 - FACILITY ACCESS AND USE**

- Follow a schedule which staggers start times and allows participants extra time to clear and clean a field before others arrive. For example:
  - Monday to Friday:  
Two of D1, D2 or D3: 6:00 – 8:30 Batting  
cage: 5:00 and 7:00 start times
  - Saturday and Sunday:  
Two of D1, D2 or D3: 10:00, 1:00, and 4:00 start times  
Batting cage: 12:00, 4:00, and 7:00 start times
- Indicate separate player and spectator areas, all must leave the park promptly after practices or games.
- Dugouts not to be used by players.



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- Players to set up at marked personal area for bag/equipment/etc; 6 ft social distancing between players.
- Only two people in the batting cage at a time. Person operating equipment must exit first to then allow batter to exit.
- Bleachers will be closed.
- No spitting, chewing gum or sunflower seeds allowed
- A determination about whether a concession will be operated will be made at a later date - Washrooms are available. One person per washroom (or more if same family). Social distancing line ups with signage. Frequent cleaning depending on the amount of schedule activity.
- The clubhouse will be closed, and accessed only by board members to get supplies. A maximum occupancy will be established. - The water fountain will be closed.

### **SCHEDULE 4 - OPERATIONS**

#### **TEAMS**

- Team sizes will be managed within PSO and ViaSport guidelines.
- Each team would be given a list of expectations to follow and/or roles to play including clean/sanitize gear prior to session, arrive dressed to participate, screening and attendance tracking, crowd and distance monitoring, frequent player hand sanitization, equipment and facility cleaning, and injury management/protocols.
- Arrive at scheduled time; leave immediately after session.
- No huddles or extended gatherings.
- Check in with screener/attendance tracker.
- Players MUST hand wash/sanitize before and after, and frequently throughout as per PSO guidelines - Each team would have designated equipment/bag.
- Each player is responsible to have their own equipment (i.e. helmet, glove, catcher's equipment) (Bats may be shared but MUST be appropriately cleaned between each use). Players are not to touch or use other players equipment. Balls will be only handled per team. Drills will limit number of players sharing balls. Ball will be disinfected frequently between drills.
- There will be no shared drinks or food.
- Practice plans will allow for social distancing.
- If and when safe and sanctioned to proceed to game play, PSO guidelines and rules of play will be followed.
- Coaches to maintain physical distancing when instructing players.
- The Team Manager will be responsible for ensuring guidelines are followed during their time on the field.

#### **VOLUNTEERS**

- Masks would be required for volunteers when physical distancing is difficult (Volunteers would be asked to bring their own mask. A limited supply of masks will be available if a volunteer has forgotten their mask).
- Ensure participants/volunteers/board members understand they have a right not to participate.
- Umpires will be able to enter and exit the field with safe distance protocols and will participate as outlined by the PSO guidelines.



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- The Team Manager will act as an Attendance Tracker, Distancing Monitor, Screener and Sanitizing Champion (as defined by the Softball BC Back to Bases Guidelines), or be responsible for designating another volunteer to act in any of these positions for that team.
  - The Attendance Tracker will record the name and phone number of all participants and others attending any softball activity. The Attendance Tracker will keep the attendance records and provide them to a person designated as the Attendance Coordinator.
  - The Distancing Monitor will be responsible for monitoring the physical distancing of their team's players, coaches, and spectators on and off the field.
  - The Screener will ask the designated screening questions of all participants and others attending any softball activity.
  - The Sanitizing Champion is responsible for sanitation of their team's equipment during their team's activity.

### **CLEANING**

- The facility (i.e. washrooms, doors, gates, benches, and other high touch surfaces) would be cleaned regularly by volunteers wearing appropriate personal protective equipment.

### **SCHEDULE 5 - FIRST AID, OUTBREAK PLAN AND ILLNESS POLICY**

The following protocols have been provided by government restart and sport sector return to play guidelines.

#### **FIRST AID**

- Masks and gloves would be provided to coaches and anyone choosing to provide first aid.
- WorkSafe BC First Aid protocols to be posted and provided to each team.

#### **OUTBREAK PLAN**

Early detection of symptoms will facilitate the immediate implementation of effective control measures. In addition, the early detection and immediate implementation of enhanced cleaning measures are two of the most important factors in limiting the size and length of an outbreak. An "outbreak" is two or more cases; a "case" is a single case of COVID-19.

1. The board of directors will take leadership if a case or outbreak is reported. They have the authority to modify, restrict, postpone, or cancel activities.
2. If staff (including volunteers) or a participant reports they are suspected or confirmed to have COVID-19 and have been at the workplace/activity place, we will implement enhanced cleaning measures to reduce risk of transmission.
3. Implement your illness policy and advise individuals to:
  - self-isolate
  - monitor their symptoms daily, report respiratory illness and not to return to activity for at least 10 days following the onset of fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue and loss of appetite.
  - use the COVID-19 self-assessment tool at BC COVID-19 Self-Assessment Tool to help determine if further assessment or testing for COVID-19 is needed. o Individuals can contact 8-1-1 if further health advice is required and 9-1-1 if it is an emergency. o



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Individuals can learn more about how to manage their illness here:

<http://www.bccdc.ca/healthinfo/diseases-conditions/covid-19/about-covid-19/ifyouare-sick>

4. In the event of a suspected case or outbreak of influenza-like-illness, we will immediately report and discuss the suspected outbreak with the Medical Health Officer (or delegate) at our local health authority.
5. If your organization is contacted by a medical health officer in the course of contact tracing, cooperate with local health authorities.

### ILLNESS POLICY

1. Inform an individual in a position of authority (coach, team manager, program coordinator) immediately if, you feel any symptoms of COVID-19 such as fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue and loss of appetite.
2. Assessment
  - a. Team members must review the self-assessment signage located throughout the facility each morning before their shift/practice/activity to attest that they are not feeling any of the COVID 19 symptoms.
  - b. Managers/coaches will visually monitor team members to assess any early warning signs as to the status of their health and to touch base on how they are regarding their personal safety throughout the workday/practice/activity.
  - c. If Team Members are unsure please have them use the self-assessment tool <https://bc.thrive.health/covid19/en> or through the COVID-19 BC Support App self assessment tool.
3. If a Team Member is feeling sick with COVID-19 symptoms
  - a. They should remain at home and contact Health Link BC at 8-1-1.
  - b. If they feel sick and /or are showing symptoms while at work, they should be sent home immediately and have them contact 8-1-1 or a doctor for further guidance.
  - c. No Team Member may participate in a practice/activity if they are symptomatic.
4. If a team member tests positive for COVID-19:
  - a. The team member will not be permitted to return to the workplace/practice/facility until they are free of the COVID-19 virus.
  - b. Any Team Members who work/play closely with the infected Team Member will also be removed from the workplace/practice/facility for at least 14 days to ensure the infection does not spread further.
  - c. Close off, clean and disinfect their work/practice/facility area immediately and any surfaces that could have potentially been infected/touched.
5. If a Team Member has been tested and is waiting for the results of a COVID-19 Test
  - a. As with the confirmed case, the Team Member must be removed from the workplace/practice/facility.



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- b. The Public Health Agency of Canada advises that any person who has even mild symptoms to stay home and call the public health authority of B.C.
  - c. Other Team Members who may have been exposed will be informed and removed from the workplace/practice/activity for at least 14 days or until the diagnosis of COVID-19 is ruled out by health authorities.
  - d. The workspace/practice/activity space will be closed off, cleaned, and disinfected immediately and any other surfaces that could have potentially been infected/touched.
6. If a Team Member has come in to contact with someone who is confirmed to have COVID-19
- a. Team Members must advise their employer/coach if they reasonably believe they have been exposed to COVID-19.
  - b. Once the contact is confirmed, the Team Member will be removed from the workplace/practice/activity for at least 14 days or as otherwise directed by public health authorities. Team Members who may have come into close contact with the Team Member will also be removed from the workplace for at least 14 days.
  - c. The workspace/activity area will be closed off, cleaned, and disinfected immediately and any other surfaces that could have potentially been infected/touched.
7. Quarantine or self-isolate if:
- a. Any Team Member who has travelled outside of Canada or the province within the last 14 days is not permitted to enter any part of the facility and must quarantine and self isolate.
  - b. Any Team Member with any symptoms of COVID-19 is not permitted to enter any part of the facility and must quarantine and self-isolate.
  - c. Any Team Member from a household with someone showing symptoms of COVID-19 is not permitted to enter any part of the facility and must quarantine and self-isolate.
  - d. Any Team Member who is in quarantine or self-isolating as a result of contact with an infected person or in families who are self-isolating, is not permitted to enter any part of the facility.

