



Ravensong Aquatic Centre RESTART PLAN

Reviewed January 12, 2022 – Depending on current Provincial and/or Federal Health Orders, WorksafeBC direction and RDN policies, some sections and specific procedures within the Restart Plan may or may not be in effect.

AUGUST 2020 - REVISED JAN 18, 2022



The health and safety of our employees and patrons is our number one priority and we respectfully request and appreciate everyone's support taking the steps to protect against the spread of the coronavirus.

Preface

We are facing a unique time and set of circumstances due to COVID-19. Since closing in March, preparations have been underway for the development of a Ravensong Aquatic Centre Restart Plan which will occur in phases until further restrictions are lifted and we return to what will be considered a “new normal.”

The objective of this plan is to align with the response and recovery approach of the Province of BC which includes identifying and establishing steps to minimize the risk of exposure to the coronavirus for employees and the public using the best strategies and protocols. Restarting is dependent on provincial, regional and regulatory bodies affirming it is safe to do so and upon employees and the public following the safety plans that have been established.

We will continue monitoring the situation and will make changes based on the directives issued by the Province, Public Health Officer and Health Authorities.

Background

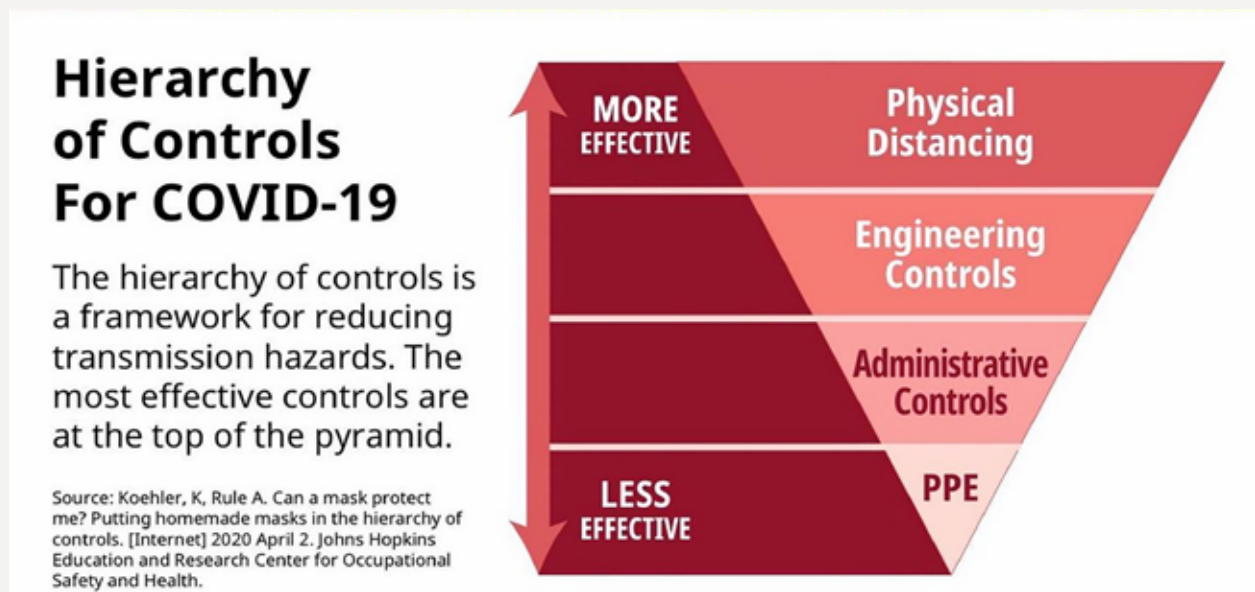
The health and safety of our employees and patrons is our number one priority and we respectfully request and appreciate everyone’s support taking the steps to protect against the spread of the coronavirus.

Table 1

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

The Province developed the BC Restart Plan (www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/gdx/bcs_restart_plan_web.pdf), and have reinforced the principles in Table 1 to assist with preventing the transmission of the coronavirus. These five principles are based upon establishing controls which are fundamental to mitigating the risk of exposure of the virus. (Table 2)

Table 2





In response to the Provincial and regulatory body directives, the RDN has developed a COVID-19 Safety Plan which is a WorkSafe BC prescribed document required for the Employer and is posted in the facility and available on the RDN website at rdn.bc.ca/pandemic. We have incorporated it and relevant strategies and protocols into our Ravensong Aquatic Centre COVID-19 Pool Safety Plan and Restart Plan.

The BC Recreation and Parks Association, “Return to Recreation” (website link below) and viaSport BC “Return to Sport” (website link below) have provided guidelines to assist recreation facilities, programs/sports organizations with their phased restarting approach.

The BC Recreation and Parks Association, “Return to Recreation”
bcrpa.bc.ca/media/242766/bcrpa-restarting-guidelines-final.pdf

viaSport BC “Return to Sport”
viasport.ca/return-sport

It is important to note that there is not one specific plan that encompasses all facilities due to their unique layouts and characteristics. In developing the Ravensong Aquatic Centre Restart Plan, we have considered the unique aspects of the facility and the ability to host activities while meeting the directives. Guidelines, protocols, procedures, training and orientation will be provided to the employees to minimize risk of exposure.

We have prepared this document to provide information regarding the guidelines for Ravensong Aquatic Centre so that employees, user groups, and the public understand the protocols to support the reopening of the facility. It is our goal to work collaboratively to find our “new normal” and we appreciate everyone’s consideration and support.

Table of Contents

Roles/Responsibilities

Supervisors, Employees.....	6
Public/Sport Organizations and Groups.....	7

COVID-19 Training/Orientation

Employee Training Plan, Training Topics	8
COVID-19 Health Assessment	9
Employee COVID-19 Self Assessment, Sick Employees	9
Hand Hygiene, Face Masks, General Hygiene / Stay Safe.....	10
Shared Employee Spaces & Equipment	11
Entering and Exiting Ravensong Aquatic Centre	11

Facility Disinfection/Cleaning

12

Safety Controls for Patrons

Facility Admission, Facility Access	13
Occupancy Limits.....	14

Aquatic Programming

Fitness Equipment.....	16
Aquatic Programs	17
Public Swim Schedule.....	17

Safety Education & Enforcement

How to Stay Safe: Following the Guidelines.....	18
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Lifeguard Retraining/Rescue-Ready Assessments

Rescue-Ready Assessments.....	19
Lifeguard Personal Protective Equipment.....	19
Keeping PPE Dry and Organized	20

First Aid Procedures

COVID-19 Decision Tree for First Aid & Resuscitation.....	21
General First Aid Protocols	22
Respiratory Hygiene Measures	22
Use of Oxygen.....	22
First Aid for Children/Minors.....	22
Scene Assessment	23
Post-Rescue Procedures	24
Guidelines for In-Water Rescue	24
Resuscitation (CPR) Guidelines.....	24
Bag-Valve Mask Guidelines	25
CPR/AED Training.....	25

Appendix 1- Notice to Visitors.....	27
Appendix 2- References.....	28
Appendix 3- Hand Hygiene	29
Appendix 4- WHO; Glove Use Information Leaflet	30
Appendix 5- WHO; Steps to Remove Personal Protective Equipment (PPE).....	31
Appendix 6- Examples of how First Aid Guidelines are applied	32
Appendix 7- Lifeguard Personal Protective Equipment	33
Appendix 8- COVID-19 Addendum to Facility Use Agreement/License	34

Restart Plan - Guidelines

Roles/Responsibilities

SUPERVISORS

- Maintain an understanding of the RDN's directives and adapt to any changes required.
- Ensure that employees are instructed on the controls for hazards including administrative, physical, cleaning, disinfecting and PPE.
- Direct work to be conducted and completed in a manner that minimizes or preferably eliminates the risk to employees.
- Ensure employees receive orientation for the protocols for reporting illness and in situations where symptoms of illness are observed, then send them home.
- Ensure employees understand and follow the procedures, protocols, and safety plan.

EMPLOYEES

- Follow the established procedures and protocols as directed by the Supervisor.
- Know the hazards of the workplace and the controls that have been implemented.
- Use and wear PPE properly as instructed.
- Report any unsafe conditions or acts to the Supervisor.
- Self monitor for COVID-19 symptoms and report any signs to the Supervisor.
- Stay home if displaying symptoms of illness and contact 811 or use the BC COVID-19 Self Assessment Tool to help determine if you need further assessment of testing for COVID-19. Report this to the Supervisor and do not return to work until the symptoms have resolved.

BC COVID-19 Self Assessment Tool Flow Chart bc.thrive.health/covid19/en

PUBLIC/SPORT ORGANIZATIONS AND GROUPS

It is the responsibility of the sports organizations and groups to provide the facility a Return to Sport Safety Plan that is relevant to their participants or members of their group and is aligned with the Ravensong Aquatic Centre Restart Plan. They will be responsible to revise their plan as directives change, where applicable, and advise the RDN accordingly.

The Return to Sport Safety Plan shall be consistent with the guidelines and directives provided by the Province, PHO, RDN, WorkSafe BC and their governing sports association, and development of plans will be through collaboration and cooperation between the program provider and the RDN.

Plans must provide:

- Name and contact information of their designated “Communications Officer” who will be the person responsible for communication with the RDN’s representative.
- Orientation plan for their members and participants to follow the established procedures and protocols of the plans.
- A description of the planned event or activity with how physical distancing will be maintained.
- Intended means of egress to activity or rooms.
- Insurance coverage and completed permits for use.
- Communication plan coordinated with RDN for reporting and caring of illness of their participants.
- Details to address cleaning and storage of equipment.
- Handling of patrons or enforcement for those that are not following the directives.
- First aid protocols for participants and members.
- Participant lists for each session.

COVID-19 Training/Orientation

- Training and orientation relevant to COVID-19 shall form an integral part of the Return to Sport and Ravensong Aquatic Centre Restart plans.
- RDN employees with frequent public contact will receive training on COVID-19 safety, cleaning and sanitization protocols.
- Organizations, groups, and contractors are responsible to provide similar training to their members and associates. This shall include but not be limited to players, participants, coaches, instructors, staff, officials, parents and guardians.

EMPLOYEE TRAINING PLAN

The RDN designed a training plan to re-activate employees upon returning to work at Ravensong Aquatic Centre.

TRAINING TOPICS:

- How to safely disinfect equipment and workstations/areas.
- What is appropriate PPE specific to job responsibilities and work areas and how to use it.
- New WorkSafeBC First Aid Occupational First Aid protocols.
- Lifesaving Society COVID-19 procedures for lifeguarding.
- Designated staff areas, flow patterns and safety expectations related to Physical Distancing and COVID-19 precautions.
- Employer expectations on reporting to work and dealing with illness.
- Reporting procedure for workplace safety concerns.
- Hand washing procedure and reducing COVID-19 transmission. (Appendix 3- Hand Hygiene p. 29).
- Rescue-Ready Assessment (Lifeguards only).
- Personal Protective Equipment (All employees).
- First Aid Procedures (Lifeguards only).
- Cleaning Procedures (All employees).
- Cleaning Chemicals (Maintenance only).
- Front Desk Procedures (Cashiers only).

All training will be documented and signed by both employee and supervisor.

COVID-19 HEALTH ASSESSMENT

To avoid transmission between employees and bathers, every employee suspected or confirmed to have contracted COVID-19 must stay home. Employees are required to verbally declare to their supervisor that they are symptom free at the start of their shift.

EMPLOYEE COVID-19 SELF ASSESSMENT

Any employee experiencing respiratory illness similar to the flu or a cold 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 or loss of appetite should stay home from work and start to self-isolate immediately. Contact 811 or use the BC COVID-19 Self Assessment Tool to help determine if you need further assessment of testing for COVID-19. Follow the advice received and inform your supervisor.

BC COVID-19 Self Assessment Tool Flow Chart bc.thrive.health/covid19/en

SICK EMPLOYEES

- Sick employees shall report to first aid, even with mild symptoms.
- Sick employees will be asked to wash and/or sanitize their hands, and will be provided with a mask and isolated.
- The employee will be asked to go straight home and call 811 for further guidance related to testing and self-isolation.
- If the employee is severely ill (e.g. difficulty breathing or chest pain), call 911.
- Clean and disinfect any surfaces that the symptomatic employee has come into contact with.

Daily records are kept of employees who work together in the event there is a need for contact tracing on the part of the Island Health.

HAND HYGIENE

Employees must wash/sanitize their hands upon entry to the building and before and after:

- eating, breaks,
- smoking or vaping,
- blowing one's nose, coughing, or sneezing,
- using the toilet,
- being in contact with animals or pets,
- using shared equipment and
- providing routine care for customers needing assistance or first aid.

(Appendix 3 – Hand Hygiene p. 29)

FACE MASKS

- RDN will provide disposable three-layered surgical masks for employees.
- Employees are required to wear a mask in all public indoor settings and workplaces.
- Masks can become contaminated on the outside when touched by hands so employees should avoid touching or adjusting them often.
- Masks that become wet, soiled, or damaged are less effective and must be replaced immediately.
- Masks must be put on and taken off correctly, including not touching the front of the mask and washing hands before/after application and removal.
- Never share masks with others.

(Appendix 5 - WHO; Steps to remove personal protective equipment (PPE) p. 31)

GENERAL HYGIENE / STAY SAFE

- Avoid physical greetings such as handshakes and hugs.
- Employees must practice good hygiene throughout their shift including proper hand washing and cough/sneeze etiquette.
- There should be no sharing of cigarettes or vaping equipment.
- Maintain physical distancing of two meters.
- Respect designated occupancy limits throughout facility.
- Employee visitors are prohibited.

SHARED EMPLOYEE SPACES & EQUIPMENT

- Employees will arrive dressed in their uniform.
- The lobby has been cordoned off and will be used as an employee area. Physical distancing must occur at all times.
- Personal items brought in (e.g. bags, shoes, jackets) must be kept to a minimum and removed at end of each shift.
- If personal items are in the change room, adequate space must be between each employee's items to ensure physical distancing.
- At this time lockers are not available.
- Employees are responsible for bringing in all personal items such as towels, utensils, plates/bowls, containers, uniforms and swimsuits and removing them from the facility at the end of their shifts.
- Equipment and tools will not be shared between employees (PPE, fanny packs, whistles, keys, etc.).
- Lifeguards should only use one rescue tube per shift. Disinfect the rescue tube before and after the shift. If a rescue tube must be shared, it must be disinfected between use.
- Anytime employees are sharing radios, rescue aids or other equipment it must be disinfected prior to other employee's using it.
- Clean lunch room table/counter before and after each use. Do not share cups, glasses, or utensils.
- Avoid sharing common objects (e.g. pens).
- Uniforms should be washed at home at the end of each shift.

ENTERING AND EXITING RAVENSONG AQUATIC CENTRE

- Employees will enter and exit facility either through the basement (Filter Room) or the main entry doors.
- Employees are to sanitize/wash hands upon entry and prior to exiting.
- Hand sanitizer will be available at each door entry/exit and at individual workstations, lunchroom and guard room.
- Employees must leave the building immediately after their shift ends.
- Employees and patrons are asked to minimize travel throughout the facility.
- Employees will minimize entering work areas they are not assigned to.

FACILITY DISINFECTION/CLEANING

The disinfection procedures listed are in response to the COVID-19 pandemic. These cleaning measures are in addition to regular facility cleaning procedures.

PERSONAL PROTECTION

The risk of exposure to cleaning staff is inherently low, however cleaning staff will wear disposable gloves and appropriate PPE for all cleaning tasks, including handling trash. PPE should be removed carefully to avoid contamination of the wearer and surrounding area.

(Appendix 4 - WHO; Glove Use Information (PPE) p. 30)

(Appendix 5 - WHO; Steps to remove personal protective equipment (PPE) p. 31)

DISINFECTION

- Employees will be responsible for cleaning/disinfecting their respective workstations/areas. Supplies and PPE will be located in each area.
- Maintenance or a designated employee will clean/disinfect common areas and high touch points two times a day.
- Employee shared radios, rescue aids or other equipment must be disinfected twice per day.
- Washing hands prior to and after using the lunchroom, washrooms or common areas is required.
- Employees are responsible for bringing in all personal items such as towels, utensils, plates/bowls, containers, uniforms and swimsuits and removing them from facility at the end of their shifts.

CLEANING PROCEDURES

High touch surfaces will be wiped down with Envirocare twice per day. These include doorknobs, handrails, light switches, cabinet handles, faucet handles, tables, countertops, and electronics. The High Touch Point Checklist is to be completed after each cleaning.

The change rooms and washrooms will be sanitized once a day with a fogging dispenser using the Enviro-Care product.

SAFETY CONTROLS FOR PATRONS

FACILITY ADMISSION

Ravensong Aquatic Centre is implementing the following facility admission protocols:

- At the entrance, signs are installed to inform patrons that:
 - Patrons must not enter if they suspect they have COVID-19 or if they have any of the known COVID-19 symptoms or have been asked to self isolate by Public Health.
 - Patrons must maintain physical distance of two meters from other patrons and employees.
 - On arrival, patrons must use hand sanitizer located at main entry.
 - Avoid aquatic facilities if patrons are at high-risk of COVID-19 contraction or severe illness.
- Masks are now required with the exception of “in water” participation. People who cannot put on or remove a mask on their own are exempt. Masks for children under the age of 2 is not recommended.
- A reservation system and swim time limitations are in place to avoid crowd gathering and wait times.
- Occupancy limit of 15 public and up to 10 employees.
- Patrons will be requested to shower prior to arrival and to be swim ready with their bathing suits on.
- Patrons enter through the main entry doors no more than 10 minutes prior to session start time.
- Patrons sign in at the front desk and will be assigned a designated swim lane. Lanes are not designated Fast, Medium, Leisure and patrons can expect different styles and speeds in their lane.
- Patrons proceed to pool deck via the family change room corridor.
- Patrons remove shoes prior to stepping onto the pool deck. Chairs are set up on the pool deck for swimmers’ belongings. Lockers are not available.
- Patrons will swim in a designated lane for the duration of the session.
- Patrons will leave the pool at end of session and exit through the male/female change rooms.
- Patrons are permitted 15 minutes maximum in change rooms for a quick shower and to change into dry clothes at the end of their session.
- Personal hair dryers are not permitted. Receptacles and wall-mounted hair dryers are out of service in the change rooms.
- Exiting the facility will be through the male/female change rooms and out through the double doors at the east end of the main corridor.

FACILITY ACCESS

- Signage, floor markings and barriers are installed to guide patrons throughout the facility.
- Physical markers are installed on the lobby floor which indicate two meter physical distancing for patrons waiting in line.
- Occupancy limits are posted for all public and employee spaces.
- No spectators will be permitted into the facility.
- Minimize travel throughout the facility.
- Do your best to maintain a physical distance of two meters from all other patrons and staff while in the facility.

Occupancy Limits - Dry Spaces

Public Spaces	Maximum Occupancy
Men's Change Room	15 (at end of swim session)
Women's Change Room	15 (at end of swim session)
Family Change Rooms	Closed except for pre-arranged use
Men's Public Washroom (employees only)	1
Women's Public Washroom (employees only)	1

Employee Spaces	Maximum Occupancy*
Maintenance Rooms	2
Front Desk	2
Offices (3)	2
COVID-19 Isolation Room	1
Guard Room	1
Lunch Room	2
Chemical/Water Treatment Room	1
Deep Storage Room	1
Shallow Storage Rooms	1
User Group Storage Rooms	1
Mechanical/Filter Room	2

*Employee spaces can have higher occupancy if a mask is worn.

Occupancy Limits - Pool Spaces

Pool Spaces	Maximum Occupancy
Main Pool (Adult/Senior Swim Set-up)	15 (5 per double lane)
Main Pool (Everyone Welcome Set-up)	15
Leisure Pool	5
Whirlpool	Closed
Steam Room	Closed
Infrared Sauna	Closed



AQUATIC PROGRAMMING

- Bather loads are reduced to allow appropriate physical distancing.
- Signage installed at the entrance to inform patrons that:
- Users should not spit, urinate, or blow their nose in the water.
- It is not recommended for patrons to share water bottles, towels, goggles, or any other equipment.
- Water bottles should be filled at home. No glass containers are allowed.
- The use of goggles is encouraged and permitted.

FITNESS EQUIPMENT

There is no current evidence that COVID-19 survives in chlorinated pool water. There are no special disinfection procedures to put in place for equipment that is regularly in contact with chlorinated water.

- On deck equipment such as PFD's, flippers, kick boards and dumbbells are available to patrons.

FAQ's about RDN Recreation's Restart Plans can be found at getinvolved.rdn.ca/rec-connect

AQUATIC PROGRAMS

Pre-registration is required and can be done online rdn.bc.ca/recreation or by phone 250-248-3252 or 250-752-5014.

Lane/ Leisure Swim

This continuous lane swim is designed for patrons with varying abilities and speeds. The leisure swim session is designed for water walking, stationary exercises and deep-water jogging. Lap swimming will not be available.

- Patrons will be assigned a lane when they check in at reception.
- Lanes are not designated by speed or activity; swimmers can expect different styles and speeds in their lane.
- Maximum five people per lane. Maximum two sessions per week/patron.

Aquafit

An aquafit class led by an aquatic instructor in the shallow water.

- Maximum 15 patrons allowed in session.

Everyone Welcome Swim

- Maximum one session per week/patron. The maximum occupancy is 15 per session.
- All swimmers must be registered individually for each session.
- A maximum of three children seven years of age or under per adult. All children seven years of age and under must be within arms reach of a parent or guardian while in the water.
- Diving board, rope swing, leisure pool and inflatables remain closed. Limited to use of main pool only.

Caregiver & Child Leisure Pool Swim

The leisure pool is available for caregivers and small children. Maximum 5 patrons per group.

- Patrons are limited to the use of the Leisure Pool only; main pool and tot slide are not available.
- Names of individuals in group are required at time of registration, substitutions are not permitted.
- Change room space is limited to one designated family changeroom upon exiting.

Family/Group Rental

Rent the pool for some family fun. Maximum 15 patrons allowed in session.

- A maximum of three children seven years of age or under per adult. All children seven years of age and under must be within arms reach of a parent or guardian while in the water.
- Group is responsible for providing contact information including names, phone numbers and email addresses as per provincial health regulations prior to the session.

Swim Lessons

Red cross swimming lessons: Parent and Tot and Swim Kids levels 1-4 are parent participation. Swim kids level 5-10, instructor teaches out of water.

The following aquatic programs and amenities are unavailable until further notice: Birthday parties, private lessons, diving board, sauna, steam room, and whirl pool.



Safety Education & Enforcement

When providing information to patrons about new rules and COVID-19 guidelines, it is important for employees to remember that educating patrons is key to safe usage.

Patrons compliance is expected in regards to all COVID-19 related protocols and existing facility usage rules. Failure to do so may result in loss of access.

RDN employees are available to answer any questions or concerns.

How to Stay Safe: Following the Guidelines

- Prior to entering the facility, educate patrons on new admission standards using signage, including health questions and their responsibilities regarding physical distancing from non-family members for all activities and while using facility amenities.
- Educate patrons concerning one-way traffic measures around the facility.
- Educate patrons on measures put in place to avoid crowd gathering such as waiting lines for recreational equipment.
- Educate patrons about not sharing personal equipment such as water bottles, towels, goggles, etc.
- Lifeguards should maintain physical distancing while providing effective and consistent rule enforcement and accident prevention.
- Lifeguards should maintain physical distancing when providing information to other team members.
- RDN employees will follow and maintain new protocols regarding disinfection of common contact surfaces.
- Masks are now required with the exception of “in water” participation. People who cannot put on or remove a mask on their own are exempt. Masks for children under the age of 2 is not recommended.

Lifeguard Retraining/Rescue-Ready Assessments

After an extended period of absence from work, aquatic employees must be ready to provide effective safety supervision and demonstrate competency in rescue techniques. A rescue-ready assessment does not replace the need for a National Lifeguard Pool Option recertification or a Standard First Aid/CPR-C/AED recertification.

RESCUE-READY ASSESSMENTS:

- Object recovery: starting in the water, swim 15m and surface dive to recover a 20lb object; surface and carry object 5m.
- Demonstrate anaerobic fitness: starting in the water, swim 50m head-up.
- Demonstrate effective management of a distressed or drowning victim (using a training manikin) in deep water.
- Demonstrate effective management of a submerged, non-breathing victim (using a training manikin) and perform 10 cycles of CPR on a CPR manikin.
- Demonstrate endurance and strength: starting in the water, swim to recover a submerged manikin located 25m away; carry the manikin 25m.
- Demonstrate effective management of a suspected spinal-injured victim: Enter and approach a face-down victim (using a training manikin), roll victim over, immobilize and carry 15m.

No person to person contact is permitted. All assessments must be signed off by employee and supervisor.

LIFEGUARD PERSONAL PROTECTIVE EQUIPMENT:

Types of PPE used for First Aid

- Surgical mask (3-layered): Reduces transmission of aerosol by 50% and protects from contracting aerosol route infection from others by 75-80%. Surgical masks must be dry to be effective.
- Masks and face coverings are prohibited in the water.
- Eye protection: Face shields or personal protective goggles prevent virus exposure of the eye mucosa. Protective goggles must fit the user's facial features and be compatible with respiratory protection. Eye protection may be used once disinfected.
- Corrective eye lenses and safety glasses are not approved PPE and should not be used for first aid purposes.
- Body protection: Long-sleeved water-resistant gowns should be used when performing high-risk first aid treatment. Practice personal hygiene following use.
- Bag-Valve-Mask (BVM) with viral filter: The viral filter or high-efficiency particulate air (HEPA) filter minimizes the risk of the virus spreading during ventilations. Viral filters must remain in their original packaging and remain dry to be effective.
- Most PPE is required to remain dry to be effective.

(Appendix 7 - Lifeguard Personal Protective Equipment (PPE) p. 33)



Keeping PPE Dry and Organized

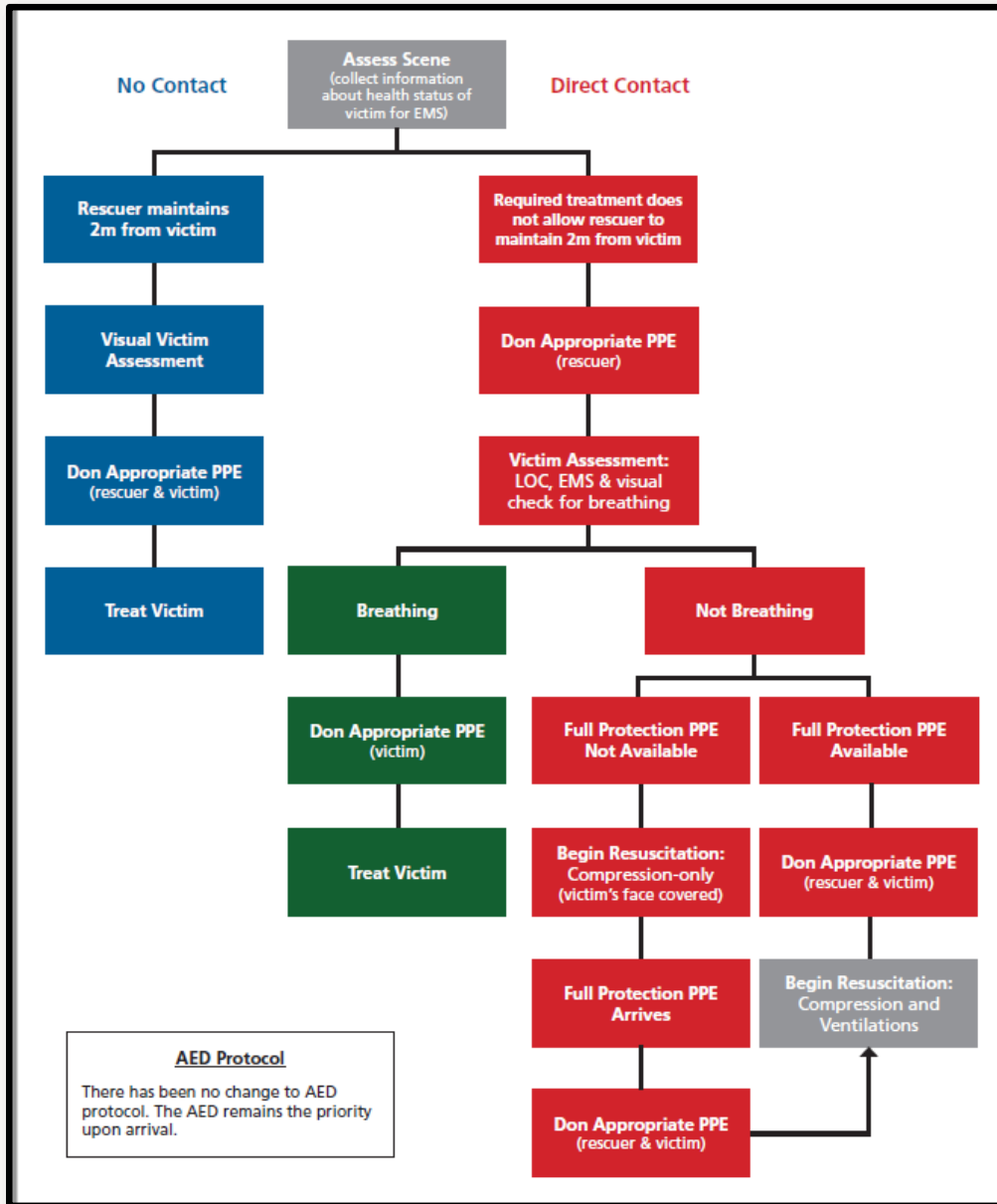
- Each lifeguard will have first contact PPE on their person including gloves and (2) surgical masks. The gloves and surgical masks must be kept in a re-sealable bag to avoid getting wet.
- Each focal point will have a dry storage container that includes PPE for (3) rescuers, (1) victim, and (1) bystander, along with resuscitation equipment (BVM with viral filter), hand sanitizer and disinfection wipes.

To view **Guidelines for Reopening BC & Yukon Pools & Waterfronts** document go to:

lifesaving.bc.ca/Areas/Admin/Content/images/DashboardFilePdfUpload/DashboardFilePdf/Dashboard_8242471_Guidelines_for_Reopening_BC's_Pools_and_Waterfronts_-_Updated_June_17,_2020.pdf

First Aid Procedures

COVID-19 Decision Tree For First Aid & Resuscitation



Source: Guidelines for Reopening BC & Yukon Pools & Waterfronts, p. 45

GENERAL FIRST AID PROTOCOLS

- Universal approach – assume all victims are COVID-19 positive.
- For all rescues, minimize the number of rescuers who have contact with the victim.
- For in-water rescues, avoid face-to-face proximity with the victim and other rescuers.
- At each focal point, provide a dry container including hand sanitizer and PPE for (3) rescuers, (1) victim, and (1) bystander.
- Post rescue (resuscitation or first aid with bodily fluids): Hand hygiene, shower, change clothes, bag clothes to be washed, disinfect first aid equipment.

RESPIRATORY HYGIENE MEASURES

- Educate all victims to cover their mouth and nose with tissue or elbow when coughing or sneezing.
- Medical masks are available for lifeguards and public when performing first aid.
- Victims who require resuscitation should have a mask covering their mouth/nose or a continuous BVM seal for CPR.

USE OF OXYGEN

The use of high-flow oxygen is considered high-risk as it generates aerosols and therefore should only be reserved for:

- Victims requiring resuscitation (CPR)
- Children and infant victims (pulse oximetry of less than 94%)
- Drowning victims

FIRST AID FOR CHILDREN/MINORS

- When possible, ask parents or caregivers to provide first aid to children or minors.
- Provide the parent or caregiver with PPE appropriate for the injury.
- Provide guidance to the parent or caregiver performing first aid.

SCENE ASSESSMENT

- Ensure scene is safe.
- Assume universal approach – all victims COVID-19 positive.
- Minimize the number of rescuers in contact with the victim.
- Two meters physical distancing at all times.
- Don appropriate PPE (self, victim, bystander).
- Manage/mitigate hazards.
- Victim history – COVID-19.
- Mechanism of injury.
- Continuous and dynamic scene assessment.

Scene Assessment Guidelines

- Maintain physical distancing of 2m whenever possible.
- Collect information about the health status of the victim with regards to COVID-19.
 - It is important to pass this information on to Emergency Medical Services (EMS), allowing them to provide optimal treatment to the victim.
 - This information may be obtained from the victim, the victim’s caregiver, or bystander.
 - Determining the victim’s health status and COVID-19 infection can be accomplished by asking common questions.

PRIMARY ASSESSMENT

Conscious victims should self-examine where possible.

- Call EMS
- Secure airway
- Check breathing
- Check circulation
- Treat for shock and prepare for transport if appropriate

Primary Assessment Guidelines

- Maintain physical distancing of two meters whenever possible.
- Determine if the victim’s condition requires the lifeguard to make direct contact with the victim.
 - Alternate options may include a victim’s caregiver or family member administering first aid with lifeguard direction for minor injuries.
 - Don the PPE required for the level of victim contact and first aid treatment. Both the rescuer and victim will wear PPE.
- When the victim history indicated positive or suspected COVID-19, inform EMS.
- Proper hand hygiene is important after all first aid treatment.

SECONDARY ASSESSMENT

Conscious victims should self-examine where possible.

- Vital signs, History, Head-to-toe exam (verbal exam for conscious victims).
- Treatment.

Secondary Assessment Guidelines

- Maintain physical distancing (two meters) whenever possible.
- Only take vital signs that can be observed from a distance (i.e. skin colour, visual breathing check) or those required for victim treatment decisions (i.e. skin temperature on a possible heat stroke victim).

POST-RESCUE PROCEDURES

- Take care to remove and dispose of PPE in a safe manner.
- Disinfect all surfaces that may have come in contact with the victim or rescuer during treatment (chair, pen, clipboard, etc.).
- Practice hand hygiene and disinfection if required.

GUIDELINES FOR IN-WATER RESCUE

- Prior to entering the water, the rescuer should remove any face coverings being worn.
- Approach the victim in a manner to avoid face-to-face proximity.
- Minimize the number of rescuers who have direct contact with the victim.
- Where possible, designate a rescuer to take the lead during first aid and resuscitation. This allows in-water rescuers to dry off and don PPE before continuing victim care.
- After each rescue, all rescuers should practice hand hygiene, shower with soap, change their clothes, and bag their clothes worn during the rescue to be washed.
- Disinfect all rescue equipment used.

RESUSCITATION (CPR) GUIDELINES

- In-water assessments should not be performed.
- In-water rescue breathing should not be performed.
- Bag-valve-masks are the preferred ventilation device.
- PPE must be donned prior to resuscitation efforts.
- The victim's mouth/nose must be covered (surgical mask, or sealed BVM mask).

Bag-Valve Mask (BVM) Guidelines

- The device has three main components (bag, one-way valve, mask).
- The bag is self-inflating. Once the bag is compressed, it re-inflates automatically.
- The one-way valve allows air to move from the bag to the victim, but prevents the victim's exhaled air from entering the bag.
- An oxygen reservoir should be attached and inflated.
- A HEPA viral filter should be attached and must remain dry to be effective.
- Two-rescuer BVM technique is preferred, since one rescuer is free to use two hands to hold the mask, while the other performs ventilations.
- If the one-rescuer BVM technique is used, an Oropharyngeal Airway (OPA) must be inserted.
- Rescuers responding alone or with delayed back-up would perform compression-only CPR until the BVM arrives.
- A continuous seal must be applied to protect from airborne pathogens. If a continuous BVM seal is not applied, a mask must be covering the victim's mouth/nose.

CPR/AED Training

Aquatics employees will continue using the same training protocols provided in the CPR-C/AED course.

- Compressions and AED would take priority over application of a BVM.
- The bag-valve-mask is a supplementary training item as a response to the COVID-19 pandemic.
- Training in the use of a bag-valve mask does not certify staff in CPR-Health Care Provider (CPR-HCP) or Basic Life Support (BLS) responder.
- CPR-C/AED award must remain current within one year.

(See Appendix 6 - Examples of how First Aid Guidelines are Applied p. 32)



APPENDICES

NOTICE TO VISITORS

COVID-19

If the answer to any of the following questions is YES:

1. I have travelled outside of Canada or had close contact with someone that has travelled outside of Canada within the past 14 days.
2. I have had close contact with someone with respiratory illness or a confirmed or probable case of COVID-19.
3. I have illness symptoms that include any of the following:
 - a) Fever
 - b) Cough
 - c) Shortness of breath
 - d) Body aches
 - e) Any flu-like symptoms

**STOP
DO NOT ENTER**

**Help us stop the spread
of the virus**

**WE THANK YOU FOR YOUR
COOPERATION AND
UNDERSTANDING**



Appendix 2 - References

RDN STAFF SAFETY

rdn.bc.ca/covid-19-safety-plans-and-risk-assessments

WSBC OFA AND OPERATION PROTOCOLS

worksafebc.com/en/resources/health-safety/information-sheets/ofaa-protocols-covid-19-pandemic?lang=en

worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation/offices

LIFESAVING SOCIETY GUIDELINES FOR OPERATING DURING PANDEMIC

lifesavingsociety.com/media/323534/covid-19%20information%20bulletin%2020200510.pdf

lifesaving.bc.ca/Areas/Admin/Content/images/DashboardFilePdfUpload/DashboardFilePdf/Dashboard_8298184_Guidelines_for_Reopening_BC's_Pools_and_Waterfronts_-_May_19,_2020.pdf

GUIDLINES FOR REOPENING BC & YUKON POOLS & WATERFRONTS

lifesaving.bc.ca/Areas/Admin/Content/images/DashboardFilePdfUpload/DashboardFilePdf/Dashboard_8242471_Guidelines_for_Reopening_BC's_Pools_and_Waterfronts_-_Updated_June_17,_2020.pdf



Coronavirus COVID-19

BC Centre for Disease Control | BC Ministry of Health



Hand Hygiene

SOAP OR ALCOHOL-BASED HAND RUB: Which is best?



Either will clean your hands: use soap and water if hands are visibly soiled.



Remove hand and wrist jewellery

HOW TO HAND WASH



1 Wet hands with warm (not hot or cold) running water



2 Apply liquid or foam soap



3 Lather soap covering all surfaces of hands for 20-30 seconds



4 Rinse thoroughly under running water



5 Pat hands dry thoroughly with paper towel



6 Use paper towel to turn off the tap

HOW TO USE HAND RUB



1 Ensure hands are visibly clean (if soiled, follow hand washing steps)



2 Apply about a loonie-sized amount to your hands



3 Rub all surfaces of your hand and wrist until completely dry (15-20 seconds)

COVID19_HHL_001





BC Centre for Disease Control

If you have fever, a new cough, or are having difficulty breathing, call 8-1-1.



Appendix 4 – WHO; Glove Use Information

Technique for donning and removing non-sterile examination gloves

When the hand hygiene indication occurs before a contact requiring glove use, perform hand hygiene by rubbing with an alcohol-based handrub or by washing with soap and water.

I. HOW TO DON GLOVES:



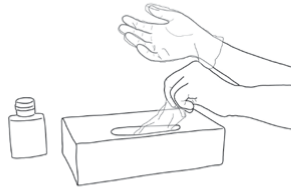
1. Take out a glove from its original box



2. Touch only a restricted surface of the glove corresponding to the wrist (at the top edge of the cuff)



3. Don the first glove



4. Take the second glove with the bare hand and touch only a restricted surface of glove corresponding to the wrist

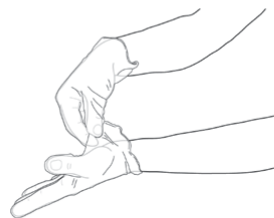


5. To avoid touching the skin of the forearm with the gloved hand, turn the external surface of the glove to be donned on the folded fingers of the gloved hand, thus permitting to glove the second hand

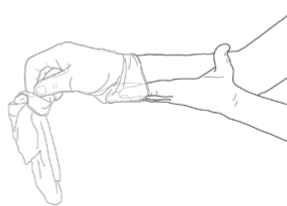


6. Once gloved, hands should not touch anything else that is not defined by indications and conditions for glove use

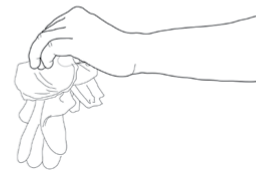
II. HOW TO REMOVE GLOVES:



1. Pinch one glove at the wrist level to remove it, without touching the skin of the forearm, and peel away from the hand, thus allowing the glove to turn inside out



2. Hold the removed glove in the gloved hand and slide the fingers of the ungloved hand inside between the glove and the wrist. Remove the second glove by rolling it down the hand and fold into the first glove



3. Discard the removed gloves

4. Then, perform hand hygiene by rubbing with an alcohol-based handrub or by washing with soap and water

Appendix 5 -

WHO; Steps to remove personal protective equipment (PPE)

Steps to **remove** personal protective equipment (PPE)

- 1** Remove waterproof apron and dispose of safely. If the apron is to be reused, place it in a container with disinfectant.



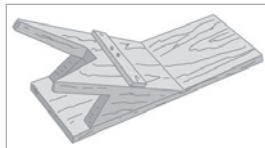
- 2** If wearing overshoes, remove them with your gloves still on (If wearing rubber boots, see step 4).



- 3** Remove gown and gloves and roll inside-out and dispose of safely.



- 4** If wearing rubber boots, remove them (ideally using the boot remover) without touching them with your hands. Place them in a container with disinfectant.



- 5** Perform hand hygiene.



- 6** If wearing a head cover, remove it now (from behind the head).



- 7** Remove face protection:
7a Remove face shield or goggles (from behind the head). Place eye protection in a separate container for reprocessing.



- 7b** Remove mask from behind the head. When removing mask, untie the bottom string first and the top string next.



- 8** Perform hand hygiene.



Source: Modified from Clinical Management of Patients with Viral Haemorrhagic Fever: A pocket Guide for the Front-line Health Worker. World Health Organization, 2014



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Appendix 6 – Examples of how First Aid Guidelines are applied.

Source: Guidelines for Reopening BC & Yukon Pools & Waterfronts, p.40

<p>Example: 1 lifeguard* & trained backup e.g. trained back-up or Assistant Lifeguard</p>	<ol style="list-style-type: none"> 1. Lifeguard signals and enters water with rescue aid 2. Other staff providing backup clear the water, get equipment, don PPE⁶. 3. If needed - assists in victim removal 4. All Rescuers involved with victim care should dry off and don appropriate PPE before continuing victim care. 5. Provide face mask to victim during care. 6. If available, direct other facility staff or a bystander <ul style="list-style-type: none"> • to assist in complex rescues • to call EMS 7. Follow disinfection protocols post-rescue
<p>Example: 2 lifeguards* e.g. 2 LGs or 1 LG + 1 Assistant Lifeguard</p>	<ol style="list-style-type: none"> 1. Rescuer 1: Signals and enters water with rescue aid 2. Rescuer 2: Initiates clearing the water, provides backup, assists with victim removal <ul style="list-style-type: none"> • where not needed in the water, get equipment and don PPE. 3. All Rescuers involved with victim care should dry off and don appropriate PPE before continuing victim care. 4. Provide face mask to victim during care. 5. If available, direct other facility staff or a bystander <ul style="list-style-type: none"> • to assist in complex rescues • to call EMS 6. Follow disinfection protocols post-rescue
<p>Example: 3 (or more) lifeguards* e.g. 3 LGs or 2 LGs + 1 Assistant Lifeguard</p>	<ol style="list-style-type: none"> 1. Rescuer 1: Signals and enters water with rescue aid 2. Rescuer 2: initiates clearing the water, provides backup and assist with victim removal 3. Rescuer 3/First Aid Designate: upon removal assume primary victim care 4. All Rescuers involved with victim care should dry off and don appropriate PPE before continuing victim care. 5. Provide face mask to victim during care. 6. If available, direct other facility staff or a bystander <ul style="list-style-type: none"> • to assist in complex rescues • to call EMS 7. Follow disinfection protocols post-rescue

Appendix 7 - Lifeguard Personal Protective Equipment

Source: Guidelines for Reopening BC & Yukon Pools & Waterfronts, p. 46

LIFEGUARD PERSONAL PROTECTIVE EQUIPMENT

NO CONTACT	DIRECT CONTACT	
<p>2m physical distancing is maintained between the rescuer and victim</p>	<p>LOW-RISK Non-aerosol-generating treatment</p> <p>2m physical distancing will compromise victim outcome</p>	<p>HIGH-RISK Aerosol-generating treatment</p> <p>2m physical distancing will compromise victim outcome</p>
<p>RESCUER: face shield/goggles, gloves, surgical mask</p> <p>VICTIM: surgical mask</p>	<p>RESCUER: face shield/goggles, gloves, surgical mask</p> <p>VICTIM: surgical mask</p>	<p>RESCUER: face shield/goggles, gloves, N95/surgical mask, gown</p> <p>VICTIM: (in order of preference) BVM with viral filter & continuous seal OR Pocket mask with viral filter & continuous seal OR Non-rebreather face mask with supplemental oxygen and open airway OR Pocket mask with viral filter and tight head strap (single-rescuer only) OR Surgical mask (compression-only CPR)</p>

COVID-19 Addendum to Facility Use Agreement/License

PLEASE READ CAREFULLY!

Dr. Bonnie Henry stated on May 16, 2020 that “COVID-19 is new for all of us”. We at the Regional District of Nanaimo responded to the direction from our public health officials to first close our facilities and cease offering services, and we are now responding to the direction to reopen our facilities and offer services to our community cautiously, with the safety of our staff and community being our priority. This includes permitting user groups access to our facilities, but solely on the basis that COVID-19 precautions will be adhered to by any and all user groups and individual participants.

COVID-19 remains a worldwide pandemic and a threat to our local health and safety. We know the following (this list is not intended to be exhaustive):

1. The infectious agent, SARS-CoV-2, has caused cases and outbreaks of a serious communicable disease known as COVID-19 among the population of the Province of British Columbia;
2. Our public health officials have determined this constitutes a regional event, as defined in section 51 of the *Public Health Act*;
3. A person infected with SARS-CoV-2 can infect other people with whom the infected person is in contact; and
4. The gathering of people in close contact with one another can promote the transmission of SARS-CoV-2 and increase the number of people who develop COVID-19.

We cannot be certain that a person (of any age) will not contract SARS-CoV-2 at one of our facilities and/or while participating in one of our programs, but we have taken the steps required to develop our COVID-19 Safety Plan, which is available for your review at <https://www.rdn.bc.ca/covid-19-safety-plans-and-risk-assessments>. We have implemented our COVID-19 Safety Plan and will be applying our policies and procedures, but **the risk remains that a COVID 19 outbreak could occur despite our efforts.**

As the representative of a user group, you are required to read and confirm that you understand the COVID-19 Safety Plan and COVID-19 policies and procedures. You are required to circulate this Addendum to the participants in the activity for which you are utilizing our facilities. You are required to take steps to ensure that participants act in accordance with the COVID-19 Safety Plan and COVID-19 policies and procedures. Failure to adhere to the same could result in your user group’s license being revoked without refund of any fees and/or any particular person being banned from access to our facilities.

It is vital that no person who feels sick in any way visit any of our facilities and/or utilize any of our services. It is also vital that no person brings a child who feels unwell or is showing any symptoms of illness to any of our facilities and/or programs.

It is vital that any person who believes that they may have become ill or their child may have become ill within 14 days of visiting one of our facilities report this immediately to us by contacting 250 248 3252 and seek appropriate medical attention by first calling 8-1-1. We will share personal information for the purposes of contact tracing if the need arises. To attend our facilities, all persons taking part in your activities must consent to the same.

For more information regarding the risks associated with COVID-19, please review the BC CDC guidelines for recreation facilities: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/community-settings/recreation-facilities>.

I have read, understand and agree to this Addendum to Facility Use Agreement/License.	INITIAL HERE
I have reviewed the [NAME OF LOCAL GOVERNMENT] COVID-19 Safety Plan.	INITIAL HERE
I have reviewed the [NAME OF LOCAL GOVERNMENT] COVID-19 Policies and Procedures.	INITIAL HERE
I have reviewed this Addendum to Facility Use Agreement/License with all participants in the activity(ies).	INITIAL HERE

Print name clearly

Date

Signature

Organization

Cellular Phone Number

Emergency Email



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