



Vernon Pickleball Association
COVID 19 “Safe Return to Play” - Plan 2022
OWA Pickleball Complex

The Vernon Pickleball Association “Safe Return to Play Plan” is written to align with the following Provincial COVID 19 Safety Plan requirements from the following authorities:

- The Provincial Health Officer orders for BC
- Interior Health Authority
- Via Sport
- National Sport Organization: Pickleball Canada Organization
- Provincial Sport Organization: Pickleball BC
- Municipality – City of Vernon
- Work Safe BC

It is the responsibility of the Vernon Pickleball Association to ensure the COVID-19 Safety Plan is followed by all members of the group and by those who play in the OWA Pickleball Complex

Step 1: Review the Greater Vernon Service’s COVID-19 Safety Plan

The VPA leases the land for the OWA complex and is the owner/operator of the OWA indoor facility. As a result, the VPA has received and reviewed the Greater Vernon Service’s COVID-19 Safety Plan, and aligned our COVID-19 Safety Plan as set by Vernon Recreation Services where applicable

Step 2: Assess the risks for our sport - Pickleball

- ✓ We have identified and have a mitigation plan for areas where people gather, such as: arrival walkways, entrances and exits, staging areas, benches, check in desk, courts & central walkway
- ✓ We have identified situations and processes where individuals may be close to one another or members of the public
- ✓ We have identified our sport’s equipment that may not be shared by individuals
- ✓ We have identified surfaces within our sport that people touch often and must be sanitized
- ✓ We have a COVID 19 Outbreak Plan and first aid response plan

Measures in place - Risks and measures identified in our sport environment.

Traffic flow for players:

Entry and Exit player traffic flow for the OWA indoor facility - see **OWA indoor facility design plan (APPENDIX A)**

Traffic Flow and Physical Distancing: (Nov 1 – April 30)

- Player times are scheduled for Facility Entry, Check in, Play and Exit. All are defined by our online booking system
- All players must register and book online in order to play in any scheduled session
- Player ENTRANCE is Door A and Player EXIT is Door B
- Players are asked to arrive 5 minutes prior to their booked session
- 2 m physical distancing is required and will be monitored by the Operations Manager & OWA attendants
- Orange stake markers on the walkway provide 2 m physical distancing reminders while waiting outside of the entry door – door A
- Operations Manager (OM) on duty M – T 10:30 am to 6:30 pm Friday 8 – 4 pm;
- Volunteer attendants coverage outside of these hours – OWA complex is only open with the OM or attendants on site
- number of players in the OWA indoor facility at one time is 150 = 50% of maximum capacity limit (total to include players, attendants, hosts, attendants, coaches and spectators)
- No drop in play
- Player belongings are placed in a designated spot INSIDE of their assigned court.
- Players boots/outdoor shoes are placed in a tray outside of their booked court
- Max of 6 Benches in central walkway - spacing marked on each bench for physical distancing. Benches are 14 ft long
- Court # 13 to remain vacant to allow for physical distancing to and from washrooms
- Once a scheduled play session is complete, all players must leave the facility immediately
- Once each 2.5 hour play session is complete, attendants will clean/disinfect all high touch points

Sports Equipment:

- Each player uses their own paddle - no loaner paddles
- Pickleball nets are permanent on courts 1 – 12
- High Touch areas are defined in relation to operational play
- Permanent net bottoms will be “zap strapped” in the middle to raise them off the ground. This allow balls to roll from one end of the court to the other vs. players picking up other balls
- Hand sanitizer stations provided at both the Main entrance and exit(s)
- Hand sanitizer is provided at each court in a holder – liquid spray
- Net used for lessons on Court # 14 is portable and requires set up by the instructor - spray bottle available for the instructor – only applicable if PHOs allow lesson formats
- Players are also encouraged to bring their own hand sanitizer spray bottles
- Fence link door latches onto each court and swing gates at the back of each court require cleaning after each play session

First Aid Response Plan:

- First aid station. Masks (ASTM 1) and non latex gloves included for first aid designate in the facility
- AED to be disinfected after each use

Step 3: Implement protocols to reduce the risks of transmission

First level protection (elimination): *Limit the number of people and ensure physical distance whenever possible*

- ✓ We have established maximum participant numbers for our sport that meets facility requirements. We agree that we will have no more than 50 people in our group, including participants, coaches, attendants, and hosts, which takes into account the ability to maintain 2 metres between individuals in all areas of the OWC indoor facility
- ✓ We acknowledge that physical contact should be minimized as much as possible and is limited to the field of play only as per phase 3 of the current [via Sport Return to Sport Guidelines](#). Any introduction of activities involving either close proximity or physical contact should occur within a sport cohort as defined by via Sport.
- ✓ We have implemented measures to keep participants and others at least 2 metres apart, wherever possible, including plans for facility entry & exit, player check in, change area, central walkways, lesson court, and the washrooms
- ✓ We have communicated to the participants, coaches, attendants, hosts and all individuals associated with our group that we have established measures to keep participants and others at least 2 metres apart, wherever possible.
- ✓ We have communicated occupancy limits for common areas such as the facility itself, EVEN courts, ODD courts, and the washrooms

Measures in place – control measures for maintaining physical distance in our Pickleball Sport environment

- Our National Sport Authority is Pickleball Canada Organization
- Our Provincial Sport Authority is Pickleball BC

Max Player Participation:

- No drop in play
- The OWA is Open to VPA members, guests and the public
- Maximum player capacity at this time is 50% of maximum capacity limit (299) = 150

Operations Supervisor – a full time employee of the VPA

Hosts facilitate play and organize ladders, round robins etc

Attendants (volunteers) are responsible for facility opening/closing requirements, player check in, monitoring COVID protocols, cleaning/disinfecting all high area touch points as per defined protocols, cleaning/disinfecting the OWA washrooms each evening when in use when OM is not on duty

Physical Distancing:

- A Play session is defined as a 2.5 time slot: this includes time to enter, the facility, check in, change at booked court, actual play, time to change and exit the building, attendant time to disinfect high touch areas after the play session is complete
- Player ENTRANCE door A and Player EXIT is the door B
- Each individual court is fully enclosed by fencing for self containment
- Court # 13 will remain vacant to allow for physical distancing to and from the washroom
- Players must leave the facility immediately following their sports session.
- Physical Distancing signage will be displayed along the center walkway
- 2 m physical distancing (outside entrance, check in, central walkways, washrooms etc)

Lessons:

- Adult clinics and/or workshops are presently on hold
- Adult lessons are set at a ration of 1 instructor: 4 students max – no court changes
- All instructors are to wear masks when teaching
- Youth programs – lessons, clinics etc may take place between the hours of 4 pm to 6 pm only Monday, Tuesday, Thursday, Saturday and Sunday (no Wed or Fridays) – due to Youth Exemption for proof of vaccination
- On line registration for lessons is required using the VPA website: www.vernonpickleball.com

Facility Use Demographics:

The new VPA OWA pickleball complex will be used by VPA members and the public

The VPA presently has 4 YOUTH members (under the age of 22)

The VPA membership is capped at 700 with the majority - 60 years old and above

NOTE: Adult sport currently defined by PHO/Via Sport is an individual 22 years and older

NOTE: Youth sport is defined as 21 years of age and younger

Play Format:

Singles, Doubles pickleball play formats are allowed

No tournaments, adult lessons, clinics or workshops at this time

VPA designated Ladder, Round robin play sessions are allowed at this time

Implementing Protocols to Decrease Risk of Transmission (Continued..)

Provincial Health Orders and Proof of Vaccination Requirements:

- Sports participants over 22 years of age must proof of full vaccination
As of October 24, 2021 – 2 doses (you are fully vaccinated 7 days after the 2nd dose)
- All indoor Youth recreational sports participants – 21 years of age and younger are exempt from proof of vaccination requirements

Acceptable Proof of Vaccination =

A. Paper Card Sample Issued by the Province of British Columbia



BC Vaccine Card

BONNET PROTERVITY

**Partially
Vaccinated**



Issued on September-08-2021, 21:16

OR

B. Digital BC Vaccine Passports – to include full name and QR code on your mobile device

In addition, individuals over 18 years of age are to show one piece of valid government photo ID

NOTE: VPA members once verified by the Operations Supervisor at the OWA complex will have their proof of vaccination requirement entered into the Jegysoft software system – drop down menu – one vaccine, 2 vaccines, verified only – no personal information is stored. Once verified, they no longer have to show proof of vaccination each time they book, enter and play

NOTE: Guests and Non members must be VERIFIED`` - proof of vaccination using the COVID verification app - prior to any court booking and play at the OWA complex with either Kevin Rogers (Operations Manager) or Leanne Nicholson – VPA board member 2022. They are notified upon registration when booking online of the requirement. All adults - 22 years of age and older, must be vaccinated in order to book, enter and play at the OWA complex (2 doses – went into effect October 24, 2021)

NOTE: all indoor Youth recreational sport is EXEMPT from proof of vaccination requirements – members, public or guests. Youth play/lessons are offered only from 4pm to 6 pm, Monday, Tuesday, Thursday, Saturday and Sundays at the OWA complex (no Wednesday or Friday sessions)

Communications:

- “Participant Agreement” forms electronically distributed to all VPA members and are available for download on the daily online booking site.
- Participant agreements/waivers must be signed by VPA members and Public players in order to register, book online and to play at the OWA pickleball complex
- VPA OWA Pickleball Complex COVID 19 ***“Rules and Restrictions”*** are emailed to all VPA members, and posted on the VPA Website & on line booking program (**APPENDIX B**) Revised January 7, 2022)
- “What to Expect when you come to the new OWA Pickleball Complex ” available for viewing on “You Tube” at: <https://www.youtube.com/watch?v=bgXur6ghwWw>
- VPA website is: www.vernonpickleball.com for all online court bookings for members and the public
- A COVID 19 Frequently Asked Questions document for members and the public (**APPENDIX C**)

Second level protection (engineering): *Barriers and partitions*

Measures in place - how barriers or partitions will be used in your environment

- Each Pickleball court is fully enclosed by fencing for self containment
- Each court has an entry gate from the center walkway and a swing gate at the back of each court as an alternative exit or method to get from court to court - this promotes physical distancing as well as additional emergency exit ability
- Court #13 will remain empty to allow for physical distancing to and from the washroom
- Lessons when offered are set up via registration/ booking/payment online: www.vernonpickleball.com
- No drop in lessons or play

Third level protection (administrative): *Rules and guidelines*

- ✓ We have identified rules and guidelines for how participants, coaches, volunteers, and spectators should conduct themselves in order to reduce transmission of COVID-19.

- ✓ We have clearly communicated these rules and guidelines through a combination of emails, website, training and signage.
- ✓ We have identified an individual(s) to be our on-site COVID-19 Safety Plan Attendants who will oversee our group's adherence to our plan.
- ✓ We will obtain agreement from all participants that they will adhere to the rules and guidelines we have established to keep participants and others at least 2 metres apart, wherever possible.
- ✓ As per the current [Order of the Provincial Health Officer for Gatherings and Events](#), all User Groups are required to collect the first and last names and telephone number, or email address of *all* participants and event attendees" and retain this information for thirty days, in case there is a need for contact tracing on the part of the medical health officer, in which case the information must be provided to the medical health officer, and to destroy the information after thirty days.

Measures in place – the rules and guidelines that everyone is required to follow

Operations Supervisor and Attendants

- Operations Supervisor 10:30 am – 6:30 pm (M- Th) 8 – 4 pm Fri - Full time employee
- 1-2 Attendants per shift – 3- 5 shifts - present to manage COVID 19 Rules & Restrictions
- Current facility hours = 8:30 am – 8:30 pm (Subject to change)

Adherence:

- VPA members and the Public will sign Participants Agreements/Waiver forms prior to Online booking privileges and play.
- Non compliance with the COVID rules will result in a loss of privileges to book or play for a minimum of 14 days. Continued non-compliance of the rules will result in a temporary suspension and review by the VPA Board

Record of Players:

- All players must pre-register on-line in advance of play (VPA members and public)
- No drop in play and no spectators
- VPA on line booking system (Jegysoft) automatically records and retains list of players, names, who they played with, hosts name, players on courts next to them - reports can easily be generated if any trace-back records are needed for well over 30 days
- Player first, last name, and email address is also completed on their Participant Agreement
- Players are not to arrive more than 5 minutes early at the MAIN entrance door prior to their booked session and must leave immediately following their sports session.

Note: [A copy of the Participant Agreement/Waiver is attached as APPENDIX D](#)

Fourth level protection: Mask Requirements

Measures in place – use of masks

Attendants, Hosts, Coaches and players are required to wear masks as follows:

- Just before entering the OWA Pickleball Complex
- While inside the facility (except for play)
- To and from the washroom (OWA or public)
- At all times while in the central walkway

"Mask required" signage is posted at the MAIN entry, in the center walkway and washrooms
Masks are mandatory in all public indoor settings for all people born in 2016 or earlier (5+).
Masks are required by all instructors when teaching – adult and youth lessons

Masks and Gloves will be provided at the First Aid station for hosts to use if a player is identify as symptomatic as per BCCDC guidelines. Attendants/Hosts will have these individuals leave the facility immediately and notify a VPA board member.

Reduce the risk of surface transmission through effective cleaning and hygiene practices

- ✓ We have reviewed the information on cleaning and disinfecting surfaces for our sport.
- ✓ We have reviewed the information on cleaning and disinfecting surfaces per Work Safe BC for the facility itself
- ✓ We have defined and will implement all cleaning/disinfecting protocols for all common equipment and surfaces.
- ✓ We have removed all unnecessary equipment to simplify the cleaning/disinfecting process.
- ✓ Our sport facility will provide hand sanitizer upon entry and exit from the facility, at each court and within the washrooms
- ✓ We have communicated good hygiene practices to participants, hosts, attendants, & coaches

Cleaning/Disinfecting protocols – the VPA cleaning plan

Hand Sanitizing:

- Hand sanitizer products will meet BCCDC and/or Health Canada Requirements and have an approved DIN or NPN for COVID 19 requirements
- Hand sanitizer stations are available at the Main Entry/Exit doors, at each court and on a table upon re entry from the washrooms
- All players are to hand sanitize upon entry and exit into the facility (signage is posted)
- Players will be encouraged to bring their own hand sanitizer in their sports bags while in attendance

Disinfecting/Cleaning:

- The facility will follow BCCDC requirements for washroom cleaning/disinfecting
- The washrooms are a RV trailer style; 2 black tanks 150 gal each, fresh water tank 300 gal

- High touch areas will be disinfected using industrial grade disinfectant products approved by Health Canada – VPA has chosen “Oxivir tb” spray; requires no rinsing
- Disinfectant spray bottles will be available for attendants/hosts to disinfect the defined high touch areas after each play session and at the end of the day
- Attendants/hosts will disinfect the door latches (court entrances and swing gate latches between courts, the central walk way benches, the facility entry and exit doors and handles, washroom doors/handles, the check in desk, and hand sanitizer spray bottles at each court after each play session
- The OWA washrooms – when in use - will be deep cleaned and disinfected one per day as per BCCDC guidelines using products that are approved by Health Canada. Additional cleaning will be done if visibly dirty throughout the day (BCCDC)
- Masks (ASTM 1) and non latex gloves will be provided for attendants/hosts that do any cleaning.

The following Health Canada approved products will be used by the VPA for hand sanitizing and disinfecting/cleaning:

OXIVIR TB – spray on disinfectant – requires no rinsing (DIN 022283522)

OXIVIR PLUS – concentrate for washrooms (DIN 02403684)

Okanagan Spirits Craft distillery hand sanitizer - liquid (in spray bottles) - DIN/NPN 80101385

Latex Free disposable gloves

Surgical masks ASTM level 1

Disinfecting/Cleaning Protocols:

- Facility Entry/Exit Doors, handles and knobs – to include doors to the washrooms and shed - after each play session
- All Court door latches/swing gates - after each player session is completed
- Host check in desk - after each cohort has checked out of their session
- Washrooms (Mens and Ladies) – sinks, counters, faucets, cubicle doors and knobs, toilets, toilet flush pedals, urinals, light switches - daily & when visibly dirty throughout the day

Players:

- It is preferred that each player will use their own ball
- Permanent nets will be zip strapped in the middle so that balls can be easily rolled from one end of the court to the other
- Each player will have their own water bottle; no ability to fill it on site
- Players are encouraged to bring their own hand sanitizer bottles
- Coaches will clean/disinfect the portable net used before and after each lesson

Step 4: Develop policies

Develop the necessary policies to manage your sport.

- ✓ Our policies ensure that participants and others showing symptoms of COVID-19 are prohibited from participating in sport activities
- ✓ 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 has arrived from outside of Canada or who has had contact with a confirmed COVID- 19 case must self-isolate for 14 days and monitor for symptoms.
- ✓ Our policy addresses individuals who may start to feel ill while participating. It includes the following:
 - ✓ Instruct the participant to go straight home. [Consult the [BC COVID-19 Self-Assessment Tool](#), or call 811 for further guidance related to testing and self-isolation.]
 - ✓ Sick individuals should report to first aid (or designated individual), even with mild symptoms.
 - ✓ Sick participants should be asked to wash or sanitize their hands, provided with a mask, and isolated.
 - ✓ If the participant becomes severely ill (e.g., difficulty breathing, chest pain), call 911. Clean and disinfect any surfaces that the ill participant has come into contact with.

Measures in place - VPA relevant policies

A. Player Agreement Letter/Waiver:

Requires review and signature before player online booking and/or play

(Highlights include): [SEE APPENDIX D](#)

- ☐ Players will notify the Vernon Pickleball Association (VPA) President if they experience any of the COVID
 - ☐ 19 symptoms defined by the Provincial Health Officer within 10 days after having played.
 - ☐ Stay home if feeling sick, and to remain home for 14 days if experiencing COVID 19 symptoms
 - ☐ Sanitize my hands upon entering and exiting the facility with hand sanitizer
 - ☐ Sanitize personal equipment used throughout court time with soapy water or sanitizer
 - ☐ Follow social distancing protocols of staying at least 2 meters away from others
 - ☐ Do share any equipment (including paddles and balls) during court times
 - ☐ Wear a mask before entry into the OWA complex, while inside the OWA and upon exiting. Masks are not required during play
- ☐ Abide by all of the VPA COVID 19 Policies, Rules and Regulations and if an individual does not abide by the aforementioned rules/restrictions, that I may not attend the OWA for up to 14 days to help protect themselves and others around them
- ☐ Continued abuse of the VPA Covid 19 policies, rules/restrictions may result in temporary suspension of playing privileges while COVID 19 rules and restrictions are in place by the Provincial Health Officer
- ☐ Acknowledge that playing in a group comes with collective responsibility and potential

collective consequences

- ☐ Acknowledge that there are risks associated with entering the OWA complex and/or participating in VPA activities, and that the measures taken by the VPA and participants including those set out above and under the COVID 19 Response Plan and Return to Sport Protocols, will not entirely eliminate those risks

B. Youth Policies:

- The OWA complex is a recreational business and is a separate entity from Greater Vernon Recreation Services
- Youth sport is defined as those 21 years of age and younger
- All indoor youth recreational sport is EXEMPT from proof of vaccination requirements until January 31, 2022 (subject to change by the PHO)
- Youth play and lessons are offered ONLY from 4 – 6 pm daily, Mondays, Tuesdays, Thursdays, Saturdays and Sundays at the OWA complex (no Wednesdays or Fridays)
- Youth play/training is separate from Adult play sessions/lessons at this time due to the Vaccination exemption order

VPA COVID 19 Outbreak Plan:

[See attached VPA COVID 19 Outbreak plan and procedures – APPENDIX E](#)

OWA Pickleball Complex Facility Signage:

- 1) Stop... Do not enter if you are sick or required to self isolate, you have been around someone who is sick or you have travelled outside of the country within the last 14 days (just outside the MAIN entry door)
- 2) Please maintain distance 2 meters – inside center walkway
- 3) No outdoor shoes beyond this point
- 4) Stop – masks are required – throughout facility
- 5) Occupancy limits
 - a. Facility – 150 maximum as the OWA is an indoor facility
 - b. Washrooms – max one Mens, max one Ladies
- 6) Prevent the spread of COVID 19 – wash or sanitize your hands
- 7) Emergency EXIT only

Note: all attendants and hosts will be trained on facility and sports play policies

Step 5: Develop communication plans

To ensure that everyone participating in the sport activity knows how to keep themselves safe while participating:

- ✓ We have created and will communicate to participants, attendants, hosts, coaches, and the public our Safe Return to Play Plan that adheres to physical distancing, and have confirmed that they agree to play our sport as outlined
- ✓ We have communicated that participants not observing the new Safe Return to Play Plan will not be permitted to play.
- ✓ We have a communication and training plan to ensure everyone is trained in policies and procedures.
- ✓ All participants have received the policies for staying home when sick.
- ✓ We acknowledge that signage posted at the sport location, including occupancy limits and effective hygiene practices.
- ✓ We acknowledge that signage is posted indicating who is restricted from participating, including visitors and individuals with symptoms.
- ✓ VPA attendants, hosts and coaches have been trained on monitoring participants to ensure policies and procedures are being followed

Measures in place – communications

Communications for the OWA facility and VPA sports play will follow requirements set out by:

- the Provincial health officer and the most current health orders
- Via Sport

- Interior Health Authority
- Pickleball Canada
- Pickleball BC
- Municipality – City of Vernon
- Work Safe BC
- Health Canada

The VPA will publish COVID 19 rules and restrictions for VPA membership & the public on its website and within the online booking system

Adherence:

Players will sign Participants Agreements/Waivers prior to any online booking privileges and play as per Via Sport, Pickleball Canada Organization and Pickleball BC directives

Attendants/Hosts will receive an OWA facility training session on COVID 19 Rules and Regulations by the COVID Chair and Operations Chair

Signage in the OWA indoor facility:

- "STOP, Do not enter if you are sick or required to self isolate" just outside MAIN door entry
- Please maintain distance 2 meters
- "Masks are required" at MAIN entry, all along center walkway fencing, washrooms
- Occupancy limit signage on washroom doors (limit 1 per washroom)
- "Sanitize your hands" in each washroom
- "This stall closed", "This urinal is closed" "this sink closed" in the washrooms
- Benches marked off with Xs to promote physical distancing when sitting/spacing
- Player ENTRANCE – DOOR A and EXIT – DOOR B

NOTE: signage obtained from the BCCDC, BC Ministry of Health and Work Safe BC websites.

Step 6: Monitor and update your plans as necessary

- ✓ We have a plan in place to monitor risks.
- ✓ We make changes to our policies and procedures as necessary.
- ✓ Individuals know who to go to with health and safety concerns.
- ✓ When resolving safety issues, we will involve designated health and safety representatives

Step 7: Assess and address risks from resuming operations

If your sport has not been operating for a period of time during the COVID-19 pandemic, you may need to manage risks arising from restarting your activity.

- ✓ We have a training plan for attendants, hosts and coaches taking on new roles or responsibilities at the OWA indoor facility
- ✓ We have a training plan around changes to our safe return to play.
- ✓ We have identified a safe process for cleaning and removing equipment that has been out of use.

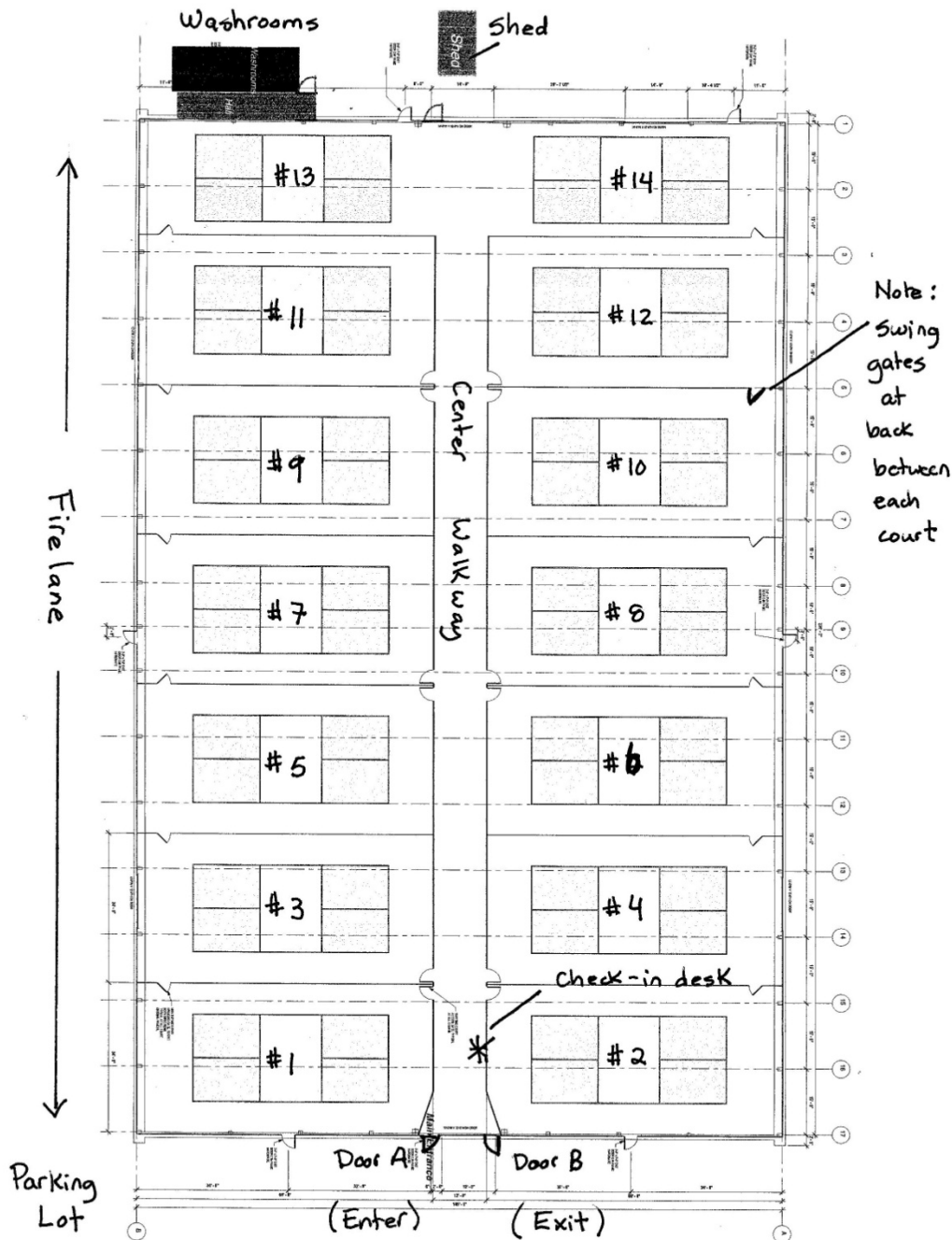
Step 8: Provide Pickleball BC with your Safe Return to Play Plan

- ✓ We understand that before we are permitted to play in the new OWA indoor facility, a safe return to play plan must be prepared. Each revised plan will be voluntarily sent to the designated Pickleball BC representative and the City of Vernon representative for feedback. **It is not the role of Pickleball BC or the City of Vernon to approve our safety plan but to give suggestions and feedback**
- ✓ We understand that if changes are made to our Safe Return to Play Plan that those changes need to be communicated to the VPA Board and to Pickleball BC as required.
- ✓ We understand that failure to adhere to the “Safe Return to play plan” could result in a fine levied by the City of Vernon Bylaws as per Provincial Health orders or closure of the facility.

APPENDIX Summary:

Appendix A	OWA Facility Design and Traffic Flow Plan
Appendix B	VPA 2021 - OWA Pickleball Complex COVID 19 Rules & Regulations (Revised January 7, 2022)
Appendix C	COVID 19 Frequently Asked Questions for the OWC (Revised September, 2021)
Appendix C	VPA Participant Agreement, Consent & Waiver
Appendix E	VPA COVID 19 Outbreak Plan
Appendix F	Covid Case – Operations Plan and Covid Policy
Appendix G	OWA Facility Photos

OWA Complex Design Plan – APPENDIX A



OWA Complex 2022 – Traffic Flow Plan (Nov 1 – April 30)

- Player parking – use lot closest to Okanagan Landing road
- Please adhere to all signage throughout the OWA complex
- Entrance– end facing Okanagan landing road – DOOR A
- Masks are required at all times (inside & outside) except during play
- Players line up 2 meters apart on outside walkway 5 minutes prior to start time
- Player ENTRANCE is Door A and EXIT is DOOR B at the front of the OWA facility near Okanagan landing Rd
- 2 m physical distancing at all times will be monitored by Attendants
- Players Check in at desk near court # 2 – 2 meter physical distancing required at all times
Players proceed immediately to their booked court using the center carpeted walkway & remove their winter boots/shoe using the “spaced” benches & chair at their assigned court
- Players will leave their shoes/boots on the boot tray immediately outside their court
- Players will leave their bags/coats at specifically marked areas inside of their court. We recommend the use of carabineers to hang coats and bags on the fence at each court.
- Leaving Early – Players will wait to leave their court if another play session is checking in and are walking to their assigned courts. Players may leave their court once the center aisle is clear and follow exit procedure. No socializing
- End of Session
Players leave court, change into outdoor footwear on the bench/chairs closes to their court and EXIT immediately from the complex using Door B

Vernon Pickleball Association 2022
OWA Pickleball Complex COVID 19 Rules and Restrictions – APPENDIX B

As per BC Provincial Health Orders, PROOF OF VACCINATION REQUIREMENTS are in effect as of October 24, 2021 in order to ENTER, BOOK or PLAY at the OWA complex and will remain in place until January 31, 2022 (Subject to change by the PHO)

Please see the official website of the government of BC at: www.gov.bc.ca

For YOUTH 21 years of age and younger, pickleball play/training and lessons are available ONLY from 4 pm to 6 pm, Mondays, Tuesdays, Thursdays, Saturdays and Sundays at the OWA facility

Operating Plan Guidelines:

- Masks are to be worn at all times (except during play) – this includes to/from washrooms
- Masks are mandatory for anyone 5 years of age or older
- Physical distancing – 2 m apart at all times in common areas
- Sanitize your hands on entry/exit of the complex – sanitizer is also available at each court
- You must register and pre-book a play session online – no drop in play
- All player names must be on the court booking for contract tracing purposes
- Attendants, Hosts, Players, Instructors/Coaches must scan in on arrival at the check in desk

Before Play:

Please arrive 5 minutes before play.

Line up outside the complex 2 meters apart.

Masks are required at all times including to/from washrooms – exception = during actual play

Wait for attendant to invite you into the building

Entering the Complex:

Please have membership card ready to scan to speed up entry process

Player ENTRANCE is Door A

Stay 2 m apart for physical distancing in all common areas of the OWA facility

Scan your membership card. No card no play

Public bookings – check in directly with attendant at the desk

Go directly to your court area and change into indoor playing shoes using bench/chair closest to your court while ensuring physical distancing

Leave your outdoor shoes on the boot tray outside of your court – maintain 2 m distancing

Carry all belongings to your court in sports bag

Hang sport bag and coat with a carabineer on the fence 2 m apart inside your court

Equipment:

Clean court shoes only on the PB courts and center walkway to keep courts clean
Each player is to use their OWN ball and paddle – no sharing
Carabiner for hanging sports bag and coats
Water bottle – no fountain available

During Play:

Hand sanitizer is available at each court for your use at anytime
We encourage you to bring your own bottle of hand sanitizer

Injury or First Aid:

Please notify an attendant immediately – MASKS ON
If you need to leave, please ensure the center walkway is clear before proceeding exiting the facility
AED is on site if required for emergencies

Exiting the Complex:

Masks on before you leave your assigned court
Change to outdoor winter boots/shoes at the “spaced” bench/chairs closest to your court
2 m social distancing at all times
Leave promptly with your belongings after your play session – no socializing
EXIT the building using Door B

COVID HEALTH CHECKLIST

DO NOT ATTEND or BOOK any play sessions if you experience any of the following:

Fever

Cough

Difficulty breathing

ORother symptoms identified by health experts

Been in contact with/or exposed to a known or potential COVID 19 case in the last 14 days

Considered vulnerable, immune compromised or at risk due to other health conditions

Consequences of Non-Compliance:

Any player who chooses not to abide by the VPA – OWA Pickleball complex rules & restrictions may not attend or book a play session for 14 days. Online booking privileges will be blocked.
Continued non-compliance of the VPA COVID 19 Rules and Restrictions will result in temporary suspension of playing privileges by the VPA and a review by the VPA Board
Please, for the safety of all, it is everyone’s responsibility to ensure all players (VPA and Public) abide by the rules. Our safety measures are not optional as we are required to follow Provincial Health Orders, Pickleball Canada, Via Sport, Pickleball BC and Municipal (City of Vernon) requirements. Our rules and restrictions are subject to change as per PHOs and/or PHO updates

“Frequently Asked Questions” – September 13, 2021 (Appendix C)

1. Do the BC Provincial Health Orders for “proof of vaccination requirements” apply to the OWA complex and indoor pickleball play?
 - The OWA complex is defined as a recreational facility under the PHO order and access to the building and ability to play requires “proof of vaccination requirements” for adults 22 years of age and older.
 - All Youth indoor recreational sport is EXEMPT from proof of vaccination requirements.
 - Youth Sport is defined as individuals 21 years old and younger.

2. What are the “**vaccination**” requirements for the OWA complex?

By order of the Provincial Health Officer (PHO), proof of Covid vaccination will be required to ENTER the OWA complex and to play as follows:

- By Sept 13, 2021, VPA members, guests and the public who are 22 years of age and older must be partially vaccinated with 1 dose (must be Health Canada approved) **
- By October 24, 2 doses are required (you are fully vaccinated 7 days after dose 2) **

** All indoor youth recreational sport is EXEMPT from proof of vaccination requirements

Website link: <https://www2.gov.bc.ca/gov/content/covid-19/vaccine/proof>

3. What is the “proof of vaccination requirements” for the OWA complex?

- A BC vaccination passport for BC Residents AND...
- One piece of valid government ID with your photo if you are older than 18 years of age

NOTE: for those who are residents of another Province/Territory or Country please see questions # 6 and # 7

4. What is the BC vaccination passport?

The new BC passport is available in digital form with your name and a QR code. This can be saved on your mobile device or printed off.

OR, you can request a new “BC vaccine card” to carry in your wallet if you do not have a mobile device. Call 1-833-838-2323 open 7 days per week 7 am to 7 pm. This NEW BC vaccine card will be mailed to you

5. Is the vaccination paper card that I received at my pharmacy (Astra Zeneca) or at an IHA vaccination clinic a BC vaccination passport?

No

The paper vaccination cards that you received at a pharmacy or health authority Covid vaccine clinic are NOT a “BC vaccine passport “and are no longer accepted as proof of vaccination in BC

6. What is the proof of Covid vaccination requirement if I am from another Provinces, Territory or from Outside of the Country?

Scenario A – I am a resident of another Canadian Province/Territory

Individuals from other Canadian provinces or territories must show:

- Provincially/territorially “officially recognized” vaccine record
- Valid government photo ID from the same province or territory

Scenario B – I am a resident of another country i.e. Mexico, USA, England, France etc

International visitors must show:

- Proof of vaccination they used to enter Canada – used for the “ArriveCAN app” application
- Current Passport

7. What if I am a BC resident but had one or both Covid vaccinations done in another country?

For example, the USA, Mexico, England etc

If you are a BC Resident and got one or two doses of a COVID-19 vaccine in another province or country, you must:

- Register with the [Get Vaccinated provincial registration system](#)
- Submit proof of an official immunization record. It will be entered into the Provincial Immunization Registry – NOTE: this could take 2 -3 weeks to process

8. If the BC passport requires a mobile device i.e a cell phone, a tablet or an ipad, what do I do if I do not have a mobile device OR if I don’t have very good computer skills?

Call 1-833-838-2323 open 7 days per week 7 am to 7 pm

OR

Visit your local Service BC office for assistance

You will need your PHN number, your birth date, your vaccination(s) dates and valid government photo ID

9. If I get vaccinated after September 13, 2021 am I able to book or play at the OWA Complex?
- a) Once you are vaccinated with your first dose, apply for your BC Vaccination passport. Contact the VPA to have your BC vaccine passport and your valid BC Govt ID with photo verified. Once verified, you may then enter the OWA complex and book for play until October 23, 2021
OR
 - b) If you are a resident from another Province/Territory, provide your officially defined vaccination record for dose # 1 to a VPA designate for validation as set out by your Province or Territory
 - c) On October 24, 2021, you must be fully vaccinated in order to enter and play at the OWA complex. NOTE: you are fully vaccinated 7 days after dose #2
 - d) Once you get your dose #2 and 7 days later, get your BC vaccination passport updated. Contact the VPA to have your passport re-verified and our data base updated to show that you are now fully vaccinated
OR
 - e) If you are a resident from another Province/Territory, provide your Provincial or Territory “officially defined vaccination record” for dose # 1 and dose # 2 to the VPA for verification. Once verified you are entered into our system to enter, book and play at the OWA.



Vernon Pickleball Association (VPA) 2022
OWA Indoor Facility
“Participant Agreement”- APPENDIX D

All persons attending Okanagan Wealth Advisors (OWA) pickleball sessions MUST agree to abide by the following rules and restrictions when entering the OWA complex and/or participating in pickleball activities under the VPA COVID 19 Response Plan and Return to Play (RTP) protocols:

- ☐ I agree to notify the Vernon Pickleball Association (VPA) President if I experience any of the COVID 19 symptoms defined by the Provincial Health Officer within 10 days after I have played
- ☐ I agree to stay home if feeling sick, and to remain home for 14 days if experiencing COVID 19 symptoms
- ☐ I agree to sanitize my hands upon entering and exiting the facility with hand sanitizer
- ☐ I agree to sanitize the equipment I use throughout my court time with soapy water or sanitizer
- ☐ I agree to follow social distancing protocols of staying at least 2 meters away from others
- ☐ I agree to not share any equipment (including paddles and balls) during court times
- ☐ I agree to wear a mask before entry into the OWA complex, while inside the OWA complex and upon exiting. I am not required to wear a mask when playing unless I choose to
- ☐ I agree to abide by all of the VPA COVID 19 Policies, Rules & Restrictions
- ☐ I understand that if I do not abide by the aforementioned rules/restrictions, that I may not attend the OWA complex for up to 14 days to help protect myself and others around me
- ☐ I acknowledge that continued abuse of the VPA Covid 19 policies, rules/restrictions may result in temporary suspension of my playing privileges while COVID 19 rules and restrictions are in place by the Provincial Health Officer
- ☐ I acknowledge that playing in a group comes with collective responsibility and potential collective consequences
- ☐ I acknowledge that there are risks associated with entering the OWA complex and/or participating in VPA activities, and that the measures taken by the VPA and participants including those set out above and under the COVID 19 Response Plan and Return to Sport Protocols, will not entirely eliminate those risks

First Name: _____ Last Name: _____

Signature: _____ Date: _____

Email Address: _____

VPA COVID 19 Outbreak Plan – APPENDIX E

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 OWA complex “outbreak” is defined and determined by Interior Health Authority Health Protection

Identify the roles and responsibilities of staff or volunteers if a case or outbreak is reported.

If an attendant, volunteer, host or a pickleball player reports they have Covid symptoms but are not eligible for testing OR have tested positive for Covid 19 (PCR or Rapid Antigen Test) and have entered/played at the OWC Indoor Pickleball facility:

A. The VPA Board Covid Liaison and the Covid 19 Committee will:

- i. Follow and implement the VPA Covid Case – Operations Plan along with the Operations Manager
- ii. Will continue to update the Board on a daily or weekly basis as defined by the number of cases
- iii. Will work with the IHA Health Protections office and implement their recommendations or directives

B. The VPA board will:

- i. Stop all play at the OWC facility immediately if directed to do so by IHA Health Protection
- ii. Play sessions will cease and the facility will close until given the all clear by the local Medical Health officer
- iii. Notify all VPA members and the public via email, VPA website & on line booking system of the COVID 19 outbreak situation.
- iv. Provide education on COVID transmission, symptoms and resources if they become symptomatic (testing appointments, phone numbers, illness policy etc)
- v. Identify next steps for the membership
- vi. Direct the Operations Manager and VPA Facility Chair to enhance cleaning measures to reduce risk of transmission for the OWA complex to include the RV washrooms taking the necessary safety precautions for themselves for COVID 19 transmission.

B. The VPA Operations Manager and the VPA Facility Chair will:

- i. Close and lock the OWC facility immediately when directed by the VPA President
- ii. Post a sign on the entry door(s) that the OWC facility is closed due to COVID 19 until further notice
- iii. Designate facility committee member(s) to conduct a deep clean when the facility is closed by thoroughly disinfecting all high touch surface areas within the court facility. To include: all

entrance and exit doors, door edges, push bars, knobs, fence door openings and latches, fence swing gates and edges, benches, host desk, chairs, etc.

- iv. Notify the VPA President when all deep clean activities have been completed by the VPA Operations Manager and the VPA Facility Chair

C. The Operations Manager and VPA Board Covid Liaison will:

- i. Follow and implement the VPA Covid Case Operations Plan
- ii. Continue to update the VPA President and Board members
- iii. Update all VPA attendants, and hosts regarding outbreak status, facility closure and Covid policy
- iv. Implement the VPA Covid Policy (Version January 10, 2022)

VPA Covid Policy:

This is to notify all VPA members, guests and the public that we have now experienced COVID 19 at the OWA complex.

What is the policy at the OWA complex for those who experience Covid symptoms and are not eligible for a test OR have tested positive for COVID 19 (PCR or Rapid Antigen Test) ?

1. Notify one of the following VPA COVID designates immediately if you have played at the OWA complex and tested positive. Please do not delay as this new variant spreads quickly
 - Kevin Rogers – Operations Manager Cell: 647-983-4015
 - Leanne Nicholson – VPA Board Member Cell: 250-260-8787
 - Suzanne Bell – COVID Chair Cell: 604-219-1773
 - Bill Charlton – VPA medical liaison – Home: 250-542-2887
2. Immediately notify close contacts that you have played with at the OWA complex. Inform them of the date your symptoms started, and/or if you have tested positive, the date of your positive test result.

Close contacts will need to monitor for symptoms of COVID-19 for 10 days from the date of exposure

3. Self isolate and do not enter, book or play at the OWA complex **for a minimum of 7 days**

Please stay out of the OWA complex if you continue to have a fever or any respiratory symptoms (to include cough, sore throat). You may then return to the OWA complex once you have been symptom free for 5 days

4. Under the PHO Youth exemption, if you are unvaccinated or partially vaccinated you are not to enter the OWA complex **for a minimum of 10 days from the date of your positive test result.** Please stay out of the OWA complex if you continue to have fever or any respiratory symptoms after this 10 day period.

What if I have travelled and test positive for Covid when I return to Canada?

If you are a traveler returning from outside Canada and test positive for COVID-19, you need to follow the quarantine requirements set by the Federal government. Visit the Government of Canada website for more information: travel.gc.ca/travel-covid

If a fully vaccinated traveller tests positive, do not enter, book or play at the OWA complex for a minimum of 10 days. Continue to stay out of the OWA complex if your symptoms continue after the 10 days. These include fever and any respiratory type symptoms

D. The VPA Technology designate (Jegysoft and VPA website) will:

Support the VPA Board Covid Liaison with ***VPA membership or public player information*** from the online scheduling data base as needed:

- First and Last Name
- Phone OR Cell number
- Email address
- Date of play and time
- Who they played with and on what court(s)

Update the VPA website as directed by the VPA Board and/or VPA Board Covid Liaison

COVID Case – Operations Plan – APPENDIX F

When = the VPA is notified of an individual who tests positive for COVID 19 or who has symptoms and is not eligible for testing and has who played at the OWA complex

WHO	When	What
Kevin Operations Manager OWA complex	Monday to Thursday 10:30 am – 6:30 pm Fridays 8 am to 4 pm (Except stat holidays & Vacation)	Operational Steps 1 – 4 below Kevin to work with Leanne to ID who qualifies as “close contacts” Keep Leanne up to date in <u>writing</u> on cases/ numbers as she reports to the board Activate VPA Outbreak plan when directed by Environmental Protection and Suzanne Bell – Covid Chair
Leanne Nicholson VPA Board Member Covid Liaison	Mornings until 10:30 am Evening after 6:30 pm Weekends & Holidays NOTE: Leanne to delegate Steps 1 – 5 to Suzanne Bell Bill Charlton and Deb Green as needed	Operational Steps 1 – 5 below Leanne to send out email follow ups to those who are defined as close contacts, have reported having symptoms but not eligible for testing or those who tested positive Keep Kevin, Covid chair, Myron and Bill (Medical Liaison) up to date on case numbers
Suzanne Bell		Will report and liaise with

COVID Chair		Environmental Protection Branch to determine when additional restrictions at the OWA complex are required AND/OR The Outbreak plan is to go into effect with complex closure
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OPERATION PLAN STEPS:

1. Screening Questions
2. Confirm contact information
3. Review Covid Policy – what they need to do
4. Reporting (Document and file)
5. Follow up

Step One - Screening information to obtain from the individual who tests positive for Covid OR who has reported to the VPA that they have mild symptoms and are not eligible for testing

Please ask the following questions and document

- A. When did your symptoms start? (date)
- B. If you were tested, when did you get your positive test result? (date)
- C. What dates have you played at the OWA complex?
 - I. play dates/sessions/time 2 days prior to symptoms start
 - II. Who did you play with? (actual same court play)
 - III. play dates/sessions/time 2 days before positive test results
 - IV. Who did you play with? (actual same court play)

Step 2 - Confirm their phone number and email address

This is important in case we have to do further follow up

Step 3 - Review Covid Policy with them:

Our VPA Policy if you test positive - PCR or Rapid Antigen test OR report that you have mild symptoms and testing was not required:

5. Immediately notify close contacts that you have played with at the OWA complex. Inform them of the date your symptoms started, if you have tested positive, the date and the date of your positive test result.

Close contacts will need to monitor for symptoms of COVID-19 for 10 days from the date of exposure. Close contacts are not to enter the OWA complex for 7 days from the date of exposure

6. Self isolate and do not enter, book or play at the OWA complex **for a minimum of 7 days**

Please stay out of the OWA complex if you continue to have a fever or any respiratory symptoms (cough, sore throat). You may return to the OWA complex once you have been symptom free for 5 days

7. Under the PHO Youth exemption, if you are unvaccinated or partially vaccinated you are not to enter the OWA complex **for a minimum of 10 days from the date of your positive test result.** Please stay out of the OWA complex if you continue to have fever or any respiratory symptoms after this 10 day period.

Step 4 – Document

- All data collected in steps 1 – 5 need to be documented and provided to Leanne Nicholson in either written format or emailed to her.
- The documentation needs to be filed with the VPA Secretary
- The documentation needs to be available for Public Health or Environmental Protection upon request
-

Step 5 – Follow up

This is an important step for verification of what we have done and what they are to do)

1. Email a completed follow up template to the individual who tested positive for Covid OR have reported to the VPA that they have symptoms but not eligible for testing.
(See attached)
2. Phone close contacts if possible – if you have to leave a message, please just state, I need to talk with (Name) as soon as possible. It is important. My call back number is.
Confidentiality is critical
3. Email a completed follow up template to all “close contacts” (see attached)

NOTE: confidentiality is critical. Please do not share the name of the individual who tested positive unless you have their permission. You may use the wording, “an individual that you have recently played with at the OWA complex has tested positive for c

Follow up Email Template for “Individuals who have tested positive” OR have reported mild symptoms and not eligible for testing

The Vernon Pickleball Association is contacting you as per our COVID 19 policy for the OWA complex.

We hope you are doing better and get well soon.

As you have tested positive for COVID 19 OR reported you have mild symptoms but not eligible for testing, the VPA asks you to do the following:

1. Immediately notify close contacts that you have played with at the OWA complex. Inform them of the date your symptoms started, or that you have tested positive and the date of your positive test result.

Your close contacts will need to monitor for symptoms of COVID-19 for 10 days from the date of exposure.

2. You are to self isolate. Please do not enter, book, or play at the OWA complex **for a minimum of 7 days.**

Please stay out of the OWA complex if you continue to have a fever or any respiratory symptoms (cough, sore throat). You may then return to the OWA complex when you are 5 days symptoms free.

Thank you

The VPA Board and VPA Covid Committee

Follow up email template for “Close contacts”

IMPORTANT

The Vernon Pickleball Association is contacting you as per our COVID 19 policy for the OWA complex.

An individual that you played with at the OWA Complex has tested positive for COVID 19 OR reported to us that they have mild symptoms but are not eligible for testing.

- Date the individual tested positive:
- Date symptoms started:
- Date(s) they played with you:

As a close contact, you will need to monitor for symptoms of COVID-19 for 10 days from the date of exposure. (The day you played with this individual)

You can monitor yourself for symptoms using “The BC Covid Assessment tool” - it can be found at: <https://bc.thrive.health/covid19/en>

If you develop symptoms and/or test positive, please:

1. Notify one of the following VPA COVID designates immediately if you have played at the OWA complex. Please do not delay as this new variant spreads quickly
 - Kevin Rogers – Operations Manager Cell: 647-983-4015
 - Leanne Nicholson – VPA Board Member Cell: 250-260-8787
 - Suzanne Bell – COVID Chair Cell: 604-219-1773
 - Bill Charlton – VPA medical liaison – Home: 250-542-2887
2. Immediately notify close contacts that you have played with at the OWA complex. Inform them of the date your symptoms started and/or the date of your positive test result.

Close contact will need to monitor for symptoms of COVID-19 for 10 days from the date of exposure. They are not to enter the OWA complex for 7 days from the date of exposure.

Thank you for helping us to keep our membership, guests, staff, and volunteers safe by doing your part.

The VPA Board and VPA Covid Committee

OWA FACILITY PHOTOS – APPENDIX G

The front and inside views of the OWA complex – 14 indoor pickleball courts



Physical distancing marking and safety signage prior to entry



Physical distancing marking at check in area
Door A Entrance and Door B Exit



Physical distancing reminders in the center walkway – signage and floor markers



“Masks required” signage and physical distancing set up for benches



Hand sanitizer at each court – Okanagan distillery hand sanitizer

