

Phase III, Step 1 | Operating Standards & Guidelines

Version 1.0 – Aug 1st, 2020

During Phase III, Step 1 of the Massachusetts re-opening, the rink will adopt and implement the following measures to ensure the safety of our patrons, staff and community. These measures may be updated as further federal/state/local guidance becomes available. Phase III, Step 2 of the statewide reopening will very likely include changes and updates to these best practices and as such a new guideline will be created and implemented to comply.

These measures will be posted both at the rink and on the rink website page to ensure maximum awareness and transparency. Staff will be trained on all aspects of these measures as well as the requirement for full compliance. Participants and spectators will also be provided with the information pertaining to their responsibilities and limitations of use required for the safe enjoyment of the ice rink.

General Guidelines:

1. Both youth and adult participants are allowed in Phase III, Step 1.
2. Health screening will be required (questionnaire for participants and employees as well as temperature check for employees).
3. Face coverings **MUST** be worn by everyone at all times on the premises with the exception of participants ON THE ICE when not reasonable and social distance (6') can be assured. Coaches / instructors are **NOT** exempt from the face covering rule even when on the ice.
4. Social distancing (6' separation) must be maintained at all times possible by staff, participants and spectators, even on the ice and in the parking lot.
5. Where possible, only one parent/guardian/chaperone should accompany the youth participant. We request that the parent or guardian return to their vehicle or outdoor space (distanced) when possible during the session but if spectating you must maintain social distance. If the limited spectator space is filled, you will be asked to wait outside the facility. **AT NO TIME SHOULD A PARENT/GUARDIAN/CHAPERONE COME TO THE RINK IF THEY EXHIBIT ANY COVID-19 SYMPTOMS (see attached)!**
6. **NO SPECTATORS FOR ACTIVITIES INVOLVING ADULTS 18 AND OLDER.**
7. Individuals (participants, coaches, instructors, spectators, staff) who are in high risk categories (as defined by CDC) should **NOT** come to the rink.
8. No games, competitions or scrimmages are allowed under any circumstances – only non-contact practice, skills development and training are permitted. No officials or timers are allowed and the score clock cannot be used.
9. Avoid getting closer than 6' or contact with other participants, spectator or employee to the greatest extent possible.

10. Do not arrive to the rink earlier than 15 minutes prior to the start of your session and do not enter the rink until 5 minutes prior to the start of your session, leave the rink IMMEDIATELY after your session to minimize contact with the group before and after you.
11. Participants on the ice must be in cohorts (groups) of NO MORE THAN 25. Up to two Cohorts may use the same sheet of ice but each cohort must be separated by at least 20'. No movement between cohorts is allowed. Coaches / Instructors must be kept to a minimum and are not considered part of the cohort however face coverings are required at all times even on the ice.
12. No public water fountain or bottle fill will be provided, participants and spectators should bring their own water bottles or purchase in the rink vending machines.
13. No sharing of water bottles or equipment, bring and use your own.
14. The video games will be closed but the vending machines will be available.
15. Designated entrance (right front door) and exit (left front door) will be created with floor marking to ensure safely distanced walkways will be created.
16. Restrooms will be available for participants, spectators and staff only with limited occupancy posted at the entrance to the rooms (every other stall or fixture will be closed off) to ensure distancing. The restrooms will not be open to the public nor will the public be allowed to enter and spectate.
17. Sanitation protocols will be implemented in all common areas with even greater attention to touch points (handles, knobs, fixtures, benches, vending machines) and high use areas (benches, lobby, restrooms). Electrostatic fogger sanitizers have been purchased and will arrive shortly.
18. Offices and all private areas will be off-limits to all but staff including meeting/activity rooms.
19. Team rooms will not be available. else off the ice surface. ALL PLAYERS ARE STRONGLY ENCOURAGED TO ARRIVE DRESSED OR COMPLETE DRESSING IN THE PARKING LOT AND PUT SKATES ON IN THE ASSIGNED AREAS – SOCIAL DISTANCED.
20. Showers will be closed for all use – NO EXCEPTIONS.
21. Player benches may be used only with social distancing. If space is not adequate players must stand outside the benches until it is. Face coverings ARE required for players on the bench and any time they are off the ice.

Facility Operations Specific Guidelines:

1. Complete MA business attestation checklist and post with MA required employer / employee posters in the rink office.
2. ALL staff shall complete a health checklist upon entering the facility and record their temperature. The staff person shall immediately contact the rink manager if there is any deviation from the normal and healthy range. The manager shall immediately relieve the staff person until medical attention has been provided and the staff person cleared to return. All staff are encouraged to take their temperature before coming to the rink and report any abnormality or symptoms to the manager in advance for replacement.
3. In the event of a Covid 19 positive case with anyone (staff, participant, spectator, etc.) we will close the facility immediately and perform an in-depth sanitation regimen of ALL areas prior to re-opening. Report any staff or persons who may have been in contact or exposed to the person testing positive. If any staff person may have been exposed, they must cease working immediately and not return until cleared by testing.

4. All staff must follow all employee guidelines for frequent hand washing, face covering, hand covering, enhanced cleaning/sanitation and other pertinent guidance or policy.
5. Establish one-way traffic patterns to maximize distancing with directional wall signage and tape markers on the floor. This includes separate enter and exit ways as noted in general guidance.
6. Using tape, mark off 6' distancing guides for lobby benches, and spectator areas around the dashers, being sure to maintain distance at all dasher gates.
7. Set up chairs a minimum of 6' apart against the wall in the rink area to accommodate participants putting on their skates. No more than 25 chairs should be placed in a grouping with all other groupings located 20' apart. These groupings will be cleaned and sanitized in between each use.
8. Close/secure concession stand area used by groups during Phase 3, Step 1.
9. Bleachers may be used only if marked for social distancing.
10. Locate and maintain hand sanitizer (at least 60% alcohol) at the facility entrance and exit as well as at the spectator and ice rink gate.
11. Ensure hand washing soap is available and stocked in all open restrooms.
12. Rental skates and skate aids are allowed during phase III, Step 1 provided they are thoroughly sanitized between every use.
13. Clean and sanitize restrooms, seating, vending machines, player benches, ice gates and all high touch areas after each session following Rink guidelines. Record the date/time/scope of the cleaning and sanitation into the Rink log. Electrostatic sanitizing fogger units should be used.
14. Chalk open doors in public areas wherever possible or practical to reduce high touch points.
15. Post high visibility signage at the entrance and key locations of the facility to remind staff and visitors of hygiene and safety protocols.
16. Relocate rink first aid kit to the home player bench and sanitize after any use.

Participant / Spectator / Organizer Specific Guidelines:

1. RULE #1: safety is EVERYONE'S responsibility: these standards and guidelines are meant not only to protect you, but just as importantly the people you come in contact with, your friends, your family at home and our community at large. Please remember that and keep in mind that your actions could inadvertently put them at risk. Your good faith adherence to these measures will go a long way to ensuring the rink is a safe place for all of us. Any concern with the level of cleanliness / sanitation or adherence to these guidelines should be immediately brought to the attention of our staff and Rink@cityofhaverhill.com You are our eyes and ears and our partner in creating a safe environment for everyone to enjoy being on the ice again!
2. Program organizers are responsible to educate, supervise/manage participants, spectators and all others involved with the program to ensure compliance with these and the general guidelines above. They are also responsible to record and maintain the name of each participant and contact information to assist with contact tracing if necessary.
3. All participants (including coaches and instructors) will be required to complete a questionnaire / certification (see attached) prior to your first visit to the rink. This questionnaire is intended to prevent anyone with symptoms or potential exposure from coming to the rink and must be answered fully and honestly. Any changes to answers given during the course of participation will require an immediate notification to the program director and/or rink manager, leave the

rink immediately and you must refrain from returning until such time as you are officially cleared.

4. When possible, leave an open parking space on both sides of you when parking at the rink to create safe distancing and space for hockey players to complete dressing.
5. Come to the rink ready: have your skating outfit or hockey uniform and as much equipment as possible on when you arrive at the rink, put any remaining gear on at your vehicle if possible and finally put your skates on in the designated area of the rink if you cannot put them on at your vehicle and walk in with guards. The more we can minimize dressing inside the rink the lower the risk of transmission will be and the more time you will have to be on the ice.
6. Don't come early and don't stay after: please arrive no later than 15 minutes prior to your scheduled session. Wait in your vehicle until 5 minutes prior to the session start time and then enter the rink through the marked "entrance". Go directly to the area assigned for putting on skates. Once skates and/or hockey equipment are on, wait in your assigned area until called to enter the ice. Maintain social distance (6') at all times during this pre-session including queuing up to enter the ice. When the session ends, immediately exit the ice, remove your skates and return to your vehicle through the marked exit. This protocol is intended to limit any crossover between groups.
7. Participants (including coaches and instructors) must properly sanitize hands prior to and immediately after each session. The program organizer is responsible to provide sanitizer (60%+ alcohol based) for this purpose.
8. Wear your face covering: all participants (including coaches and instructors) must wear a face covering at all times on the rink property. The only exception is participants (not coaches, instructors or officials – these must wear face covering on the ice) on the ice during activity as this may not be practical and could be detrimental during physical exertion. When it is practical please wear the face covering on the ice. Remember a face covering is not really meant to protect you, it is meant to protect everyone around you from potential exposure. Respect and care for them by wearing your face covering.
9. Parents/guardians/chaperones are encouraged to assist your participants to follow the guidelines and help them to maintain distance. Refrain from assisting others as much as possible to avoid any potential for transmission. Again, wear face coverings at all times.
10. Participants must stay in their cohort (group) at all times during the session and may not cross over into other cohorts during the session. However, participants may participate in other cohorts in subsequent sessions that day or in the future but must always remain in the single cohort every session.
11. Distancing on the ice IS REQUIRED: within each cohort there must be at least 6' of distance between each participant. There must also be at least 20' of distance between each cohort. These requirements are to protect YOU and prevent the transmission / spread of the Covid-19 virus. Coaches/Instructors/Program Managers are responsible to ensure the distancing requirements are adhered to. We understand there may be incidental violation of this requirement but it is your responsibility to organize and manage programs/cohorts to ensure compliance to the greatest extent possible.
12. Participants must refrain from "handshakes", "high fives", "fist bumps" or any other type of customary contact in order to minimize potential for transmission.
13. Personal equipment cannot be shared and must be dedicated to an individual player throughout the season. Personal equipment includes all gear that is worn by players (e.g., gloves, helmets, masks, skates, footwear, pads, etc.).

14. Shared drink or food is not allowed, and the rink water bubbler/water bottle fill will be closed off to avoid potential for transmission.

THANK YOU FOR YOUR HELP AND COOPERATION AND LETS GET BACK ON THE ICE!

**Exhibit A.
Participant Certification and Release of Liability**

Each participant or legal guardian is required to sign this document prior to program participation or facility use.

This shall certify that I, as participant or parent/guardian with legal responsibilities for this participant, have read and explained the provisions in this waiver/release to my child/ward including the risks of presence and participation and his/her personal responsibilities for adhering to the rules and regulations for protection against communicable diseases. Furthermore, I or my child/ward understands and accepts these risks and responsibilities for myself and child/ward. I hereby certify the following:

- a. I have not traveled outside of the state of Massachusetts within the last 14 days, and
- b. I have not to the best of my knowledge had ANY close contact nor cared for someone who has been diagnosed with Covid-19 within the last 14 days, and
- c. I have not experienced ANY cold or flu symptoms within the last 14 days – regardless of severity, these symptoms include but are not limited to: fever, chills, shaking with chills, muscle pain (unrelated to physical exertion), headache, loss of taste or smell, cough, sore throat, respiratory illness, shortness of breath or difficulty breathing, and
- d. I certify that if any of the conditions attested to in a. through c. above changes during the term of this participation, I will immediately cease participating and bring such change(s) to the attention of the arena manager or program director. I understand that I may not be allowed to resume participation for at least a period of 14 days or until providing documentary evidence of testing negative for Covid-19, in this instance I agree to cooperate fully with public health and other officials in developing contact tracing, and
- e. I willingly agree to comply with the stated and customary terms and conditions for participation as regards protection against infectious diseases. I further agree to comply fully with applicable federal, state and local guidelines with regard to Covid-19. If, however, I observe any unusual or significant hazard during my presence or participation, I will remove myself from participation and bring such to the attention of the nearest official or management immediately, and
- f. I accept that participation includes possible exposure to and illness from infectious diseases including but not limited to MRSA, influenza, and Covid-19. While rules and personal hygiene /discipline may reduce this risk, the risk of serious illness and/or death does exist; and,
- g. I KNOWINGLY AND FREELY ASSUME ALL SUCH RISKS, both known and unknown, even if arising from the negligence of the releasees or others and assume full responsibility for my participation, and
- h. I, for myself and on behalf of my heirs, assigns, personal representatives and next of kin, hereby release and hold harmless FMC Ice Sports, their officers, officials, agents and / or employees, other participants, sponsors, and owners of premises used to conduct the activity or event, with respect to any and all illness, disability, death or damage to person or property, whether arising from the negligence of releasees or otherwise, to the fullest extent permitted by law.

Name of Participant: _____ Participant signature: _____

Date signed: _____

Address: _____ City: _____ State: _____ Zip: _____

Name of Legal Parent/guardian (if participant is a minor): _____

Parent /guardian signature: _____

Date signed: _____

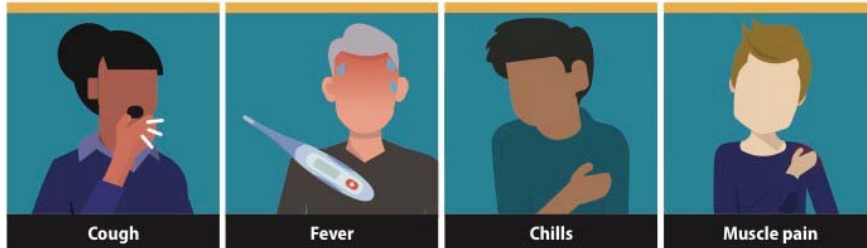
Address: _____ City: _____ State: _____ Zip: _____

Exhibit B.

Typical Covid-19 Symptoms

Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:



Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.

***Seek medical care immediately if someone has emergency warning signs of COVID-19.**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

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