



## **RETURN TO HOCKEY PLAN**

As of October 19, 2020



## RETURN TO HOCKEY PLAN

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## RETURN TO HOCKEY PLAN

### Purpose

The purpose of this document is to provide guidelines and a path to return to hockey for Waterloo Girls Minor Hockey Association (WGMHA) gradually and with the utmost consideration of safety for all. This includes programming and administration at RIM Park and other ice facilities within the Cities of Waterloo and Kitchener.

This plan is, and will remain, in compliance with all laws, guidelines and recommendations from the Government of Ontario, Region of Waterloo Public Health, Hockey Canada, OWHA and the cities of Waterloo and Kitchener.

This document builds on the Return to Hockey Protocols of OWHA (the Provincial Sports Organization (PSO) for Female Hockey in Ontario) and is to be used in tandem with that document. The knowledge surrounding COVID-19 is evolving and therefore this plan will be updated regularly as circumstances change. Should there be a discrepancy in information the Ravens Return to Play Plan posted on the Ravens website [www.waterlooravens.com](http://www.waterlooravens.com) will be the source document. WGMHA must comply with the timing provided by the OWHA.

### Section 1 WGMHA Operations

#### Compliance with Regulations

WGMHA will follow the guidelines, laws, regulations, by-laws and orders from the Government of Canada, Government of Ontario, Region of Waterloo Public Health, Hockey Canada, OWHA, and the cities of Waterloo and Kitchener. Once WGMHA begins to operate in other rinks in the City of Kitchener, these protocols will be followed as well. WGMHA will update this document as circumstances change for these external parties and/or WGMHA.

#### Compliance with these protocols

Each coach, player, parent, staff and volunteer is responsible for implementing and complying with both OWHA and WGMHA protocols.

#### COVID-19 Education

WGMHA will educate its coaching staff, players parents and volunteers on the safety



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and hygiene protocols as laid out in **Appendix A “COVID-19 Education Resources”**. This Appendix will be sent to all players upon registration. Every coaching staff member, parent and volunteer is required to review and keep themselves up to date with the materials in this Appendix. Training on the Ravens Return to Hockey Plan including the COVID-19 Protocols will be held prior to coaching staff, players and parents return to the rink.

### COVID-19 Response Team

WGMHA has appointed the following individuals to the **COVID-19 Response Team**:

Name	Position
Ben Breen	Director, Ice Scheduling
Lisa Haller	Secretary/Registrar
Sandra Hanmer	President
Chris Holdsworth	Admin Assistant
Ryan Terpstra	Director, HL
Beth Weckman	Manager, KW Rangers
Steve Woods	Director, Rep

If anyone has questions about any aspect of the Return to Play protocols or the policies and procedures related to COVID-19, they should contact the Ravens COVID-19 Response Team at [c19responseteam@waterlooravens.com](mailto:c19responseteam@waterlooravens.com).

### Reporting

If an individual fails the Ravens Health Screening Questionnaire at home, the individual should remain at home and inform the Trainer as quickly as possible. The individual should begin following the protocol in **Appendix B: Ravens COVID-19 Protocols**.

The trainer will take charge of the situation if there is anyone who fails the Health Screening Questionnaire or falls ill while at the rink. This may include sending the individual home, cancelling practice etc. Specifically, the Ravens Covid-19 Response Team needs to be informed immediately. The Ravens COVID-19 Response Team will initiate and follow the Ravens COVID-19 Response Plan.

The Ravens COVID-19 Response Team will manage all communication pertaining to each report. The Ravens COVID-19 Response Team will inform the City of Waterloo (facility), and will communicate back to participants any required steps to be taken at the



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facility that will impact WGMHA staff, coaching staff, players volunteers and families.

The Ravens COVID-19 Response Team and/or Public Health will inform other players and any other people who might have been in close contact with the individual, and advised not to participate in activities and follow public health guidelines until the diagnosis of COVID-19 is ruled out by health professionals.

### WGMHA Communication Plan

WGMHA will post updates on the website under the **2020-21 Season Updates** section of the website and will continue to engage with social media followers to check these updates on the websites.

Direct email lists will be used to communicate with coaching staff, players, families and staff. The President and or Admin Assistant are responsible for these communication pieces. This has been done typically bi-weekly via email and regular updates on the website. The Ravens Covid-19 Response Team will be considering how best to use other social media platforms to communicate.

Virtual town halls will be held with coaching staff, players, families and volunteers prior to returning to the ice and when significant changes to the protocols or return to hockey plans occur.

If members need to be informed of a COVID-19 test taking place, or positive results of a test, this will be done by e-mail to the Board of Directors, coaching staff and those players potentially affected. There may be a period of time where the program is shut-down to allow for cleaning and communicating in the case where a COVID-19 case is suspected or confirmed in a program at any City of Waterloo facility.

In the event of a confirmed COVID-19 case, the City of Waterloo would require a minimum of 24 hour (maximum 4 days) shut down in order for City staff to clean and disinfect all areas and allow for a 'cooling' period. The responsibility for cleaning lies with the City of Waterloo.

The WGMHA Board has designated the President to be the public spokespersons for WGMHA in case of emergency (i.e. COVID-19 Outbreak declared at rink). The Admin Assistant will notify the President if there is a suspected case, and will notify the whole board if there is a confirmed case.

All coaching staff and players are encouraged to consider their own mental health and anxiety about being together (but still physically distanced) at the rink as we return to hockey. All coaching staff and players need to respect the comfort levels of each other and are encouraged to be polite but forthcoming about their own mental health, and level of anxiety. Trainers are encouraged to voice any health and safety concern to the Head



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Coach with a cc to the Ravens COVID-19 Response Team at [c19responseteam@waterlooravens.com](mailto:c19responseteam@waterlooravens.com)

### Ravens Office

The Ravens office at RIM Park will remain closed to walk-in traffic (from players, coaches and volunteers) in this first phase of re-opening. This will minimize the chance for contagion. All office business can be conducted virtually and via the Ravens mailbox in the lobby of RIM Park.

### Scheduling

All scheduling will be done on line through the Ravens website. Coaches will have access to playing group pages to indicate group specific information.

The schedules will be created to allow for the required cleaning time required for each rink location as set out by the City.

### Multiple Facilities

For the time being Coaches and players will not be permitted to skate on the ice with any players from outside Waterloo Region unless these players are registered with WGMHA. Coaches and players are to make every effort not to visit multiple rinks in one day.

### Facility Coordination

Signage to address public health and safety will be placed around the rink by the City of Waterloo. Directional signage will be developed and maintained by the City of Waterloo. The City of Waterloo will clean chairs around the rink and high touch areas between groups. A thorough cleaning will be done by city staff upon opening, between groups, and at the end of the evening.

WGMHA will follow City and OWHA protocols as they apply to other rinks where Ravens Playing Groups may be practicing and or playing Specific details for both City of Waterloo Arenas and the Associations in our Extended Playing Group are available on the Ravens website.



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### Self-Screening

**All individuals (players, coaching staff, parents/guardians) must self-screen immediately before each on ice or off ice training using the Ravens Health Screening Questionnaire.** (Appendix C (updated October 18 2020)) This questionnaire will be sent to each player upon registration and these questions confirmed by the player to the trainer before every on ice and off ice activity.

### Section 2 Programming

#### Programming

Return to Hockey initially will be limited to small group training on and off ice. For August only players and coaches registered with WGMHA for the 2019-20 season may participate in programming. After September 1 2020, transfers from other associations to WGMHA will be accepted by OWHA and these transfer players will then be able to register for the Ravens training groups.

#### Ravens Summer Camps

Summer Camps are being offered for the weeks of August 17,24 and 31 2020. These Camps are open to registered Ravens players only. Players can register online for these camp sessions. [www.waterlooravens.com](http://www.waterlooravens.com)

#### Programming September 1, - December 31, 2020

As mentioned above, programming is subject to OWHA approvals and will follow what is permitted in the OWHA Return to Hockey Plan. Changes to programming will be updated and communicated to families. After a two-week period for each age group we will be able to incorporate modified 3:3 or 4:4 games. Details will be shared by the coaches. Fees are still being determined and will be communicated at the Player/Parent meetings. These meetings are being scheduled for early September for Rep and later in September for HL.

#### Training Groups

Initially Training groups will be established for Rep, House League and Fundamentals (Learn to Skate, Rookie Ravens and Rookie Ravens Plus) programs. Training groups for Rep will be up to 24 players at each age group and level within the age group. Training Group sizes for House League and Fundamentals will be determined in early September





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### Playing Groups

WGMHA has designated that our Playing Groups will consist of up to 19 players each. (maximum permitted by OWHA for a playing team). Playing Groups are rostered through OWHA.

### Practice Groups

WGMHA will be creating Practice Groups of up to 50 players. These groups are internal to WGMHA. These Practice Groups will consist of a combination of different Playing Groups. Coaching Staff do not count in the number of people in a Practice Group. However, they do count in the number of people permitted on ice by the City of Waterloo.

### Extended Playing Groups

Extended Playing Groups are “A collective of specific OWHA groups that train within the OWHA requirements and do not exceed the numbers permitted by the Ontario government and Public Health Units (PHUs)”.

WGMHA’s Extended Playing Groups include Playing Groups from Ayr, Brantford, Guelph, Kitchener, Saugeen Maitland, Twin Centres, Waterloo, Wilmot and Woolwich. Additional Playing Groups may be added over the season.

### Rep Programming

The WGMHA will form Training Groups (please see section above for definition) at Tier 1, Tier 2 and Tier 3 from 2020-21 WGMHA registered players at U11, U13, U15 and U18 and U22 PLUS OWHA approved inbound transfer players (subject to our existing constitution for allowed non-resident players) such that:

- coaches will segment this group into size-appropriate practice sessions
- define practices appropriate to the ice limitations for size, time and numbers
- regular ice times will be allocated to each training group as is association practice, modified by new available ice and access restrictions
- aiming for 2 practices per week- dependent upon ice availability

These groups are being formed for the purposes of assembling practice plans, ice allocations, flexible grouping sizes and coaching leadership appropriate to level, skill and the current uncertainty around return to play possibilities later in the year. Training Groups may change size and composition as circumstances evolve and the WGMHA will continue to make every effort to safely transition back to play under OWHA and Waterloo Region Public Health guidelines.



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Circumstances have evolved in the OWHA to the point where rostered modified game play is becoming a reality. Training Groups have been modified and are now Playing Groups.

### House League Programming

**U9 Half-ice:** This program will commence on schedule after the first week of school if ice is open. Training Groups will be created for all registered U8 and U9 players meeting the maximum permitted players and coaches on the ice.

- We will try to maintain the 5:1 Player to Coach ratio that is recommended.
- Regular schedule times are ideal, however with the arena/ice restrictions this will be done on a best-effort basis.
- Ideally, we would like 36 players on the ice at one time as per last season, but this is highly unlikely – given City restrictions on the number of people allowed to be on the ice surface.
- We will schedule 2 practices per week as best we can, and then in November games may be added into those times, or be in addition to.
- OWHA has permitted modified 4v4 games. We are making internal Ravens teams only, or joining Extended Playing Groups to play other centres near Waterloo. Alternatively, rotating rosters for intra-squad games could be done.

**U11 House League:** This program was planned to change this season so there is some uncertainty with the programming, but for Sept-December WGMHA would like to have each player on the ice 1x per week in their Training Group.

- Regular schedule times preferred.
- Team formation (when and if permitted) will be done by Director of HL and/or HL Convenor, but timing will be dedicated by the OWHA phased return to hockey and approvals to form teams.
- OWHA has permitted modified 4v4 games. We are making internal Ravens teams only, or joining Extended Playing Groups to play other centres near Waterloo.
- Games will be added to the Playing Group's when they get scheduled
- We will try to maintain the 1 practice per week and add games in addition to the practices. Part of the changes with U11 this season is more focus on practice than games.

### **U13, U15 and U18 House League:**

- Playing Groups of 18 players maximum will be attempted, but the size will vary depending upon the numbers registered.
- Registration will be limited to 50 players if possible, to meet the required Extended Playing Group limit.



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- Playing Groups will be allocated ice as close as possible to the allocations used in previous years. Registration fees cover approximately 20 hours of home ice per HL Playing Group.
- Attempt to schedule 1 ice time per week with Away games in addition to that.
- Extended Playing Groups will be created which will include internal Ravens teams only. If there are insufficient numbers and adding another association's Playing Group to the Extended Playing Group is possible, this will be coordinated through KGLL or the Director of House League.
- Ice focus (practice vs games): more practice U13...U15...U18 Less practice.
- U18 may play inter-Playing Group games of 4v4 during practice time once the 2-week development period has been completed. How the balance of practice vs games at this level is managed by the coach.
- U13 and U15 may add an occasional inter-Playing Group game of 4v4, however practice should be the main focus.
- Any inter-Playing Group games should be officiated by the coaching staff. The coaching staff acting as game officials must be familiar with the 4v4 rules of play and abide by them.

### U22 House League

- Playing Group of maximum 18 players including 2 goalies is idea. This Playing Group will practice for the initial 2-week development period and then play modified 4v4 games for the remainder of the season.
- Extended Playing Group will be created if possible, coordinated by KGLL.
- 1 regularly scheduled ice time will be attempted for this group to allow players to schedule around work and school.
- Any inter-Playing Group games should be officiated by the coaching staff. The coaching staff acting as game officials must be familiar with the 4v4 rules of play and abide by them.

### Try-outs and Evaluations

No Rep Try-outs or House League evaluations are being scheduled at this time.

### Limitations on size of Training Groups, Playing Groups and Extended Playing Groups

All training sessions must follow provincial and local public health as well as facility guidelines with respect to the size of gatherings. Limitation on size of training groups able to use the ice or facility may vary due to size of facility and location of facility. Protocols may vary across the province by region

WGMHA and City of Waterloo will consider the gradual increasing of numbers of individuals on the ice. Adjustments to the numbers allowed on the ice may change as per Waterloo Region Public Health and City of Waterloo regulations permit.



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WGMHA will follow City of Waterloo best practices in all city facilities. Changes may occur each week as numbers increase up to the maximum allowed by either OWHA or the City of Waterloo up to the maximum allowed in a gathering by the province on Ontario.

All warm-ups and off-ice training should comply with current physical distancing requirements OWHA will communicate in subsequent Versions of these Protocols updated information as it becomes available.

### Modified Game Play

As of September 25<sup>th</sup> 2020, OWHA announced permission to start [Modified Game Play](#)

All Playing Groups (Rep and House League) must complete a two week “development period” – two weeks of practice, before beginning any type of scrimmaging, inter Practice Group game or external game.

For the purposes of game play, Playing Groups may be divided into two groups of either 9 or 10 players. (see Modified Game Play for numbers per team).

The Modified Game Play consists of

- 5 min warm up
- 2 x 22 min periods (run time)
- 1 min intermission between 1st and 2nd period
- No penalty time. Penalties will be completed by penalty shots.
- No overtime / no shootout for tied games
- No faceoffs
- Period 1 – visiting team has first possession
- Period 2 – home team has first possession

Flexibility is key as we introduce the modified game play, workout breaks and warm ups within the Extended Groups.

### Rep League Modified Game Play

The girl’s hockey associations within Waterloo Region (Kitchener, Waterloo, Cambridge, Wilmot, Woolwich, Twin Centres and Ayr), Brantford, Guelph and Saugeen Maitland have joined up to create Extended Playing Groups.

Coaches will share with their respective Playing Groups who is in their Extended Group.

A game schedule has been created for the period October 16 – December 31 2020.



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Once we are given permission to extend into January, new schedules will be drawn up. At this time, it is not clear whether or not we will be able to adjust the Extended Groups so that we are able to play different Playing Groups.

### House League Modified Game Play

Extended Playing Groups will be created for House League Playing Groups. Registration numbers will dictate if the Extended Playing Groups will include Playing Groups from outside WGMHA. Coordination of Extended Playing Groups will be done by KGLL. If numbers don't permit, Extended Playing Groups will be internal-WGMHA only. Exception will be for U9 Tiered Playing Group.

Coaches will share with their respective Playing Groups who is in their Extended Playing Group.

A game schedule has been created for the period November 1 – December 23 2020.

Once we are given permission to extend into January, new schedules will be drawn up. At this time, it is not clear whether or not we will be able to adjust the Extended Groups so that we are able to play different teams.

### Spectators

Only 1 parent/guardian/spectator is allowed per player. If a parent/guardian/spectator is accompanying the player, they must remain on their player's chair to observe the practice or game (respecting physical distancing with all others in the rink). There are no in and out privileges.

If a coach sees more than one parent/guardian or anyone entering the rink who is not accompanying a player, they should approach that person to explain the WGMHA protocols and ask them to exit through the facility designated exit. Keeping as few people as possible in the rink is the goal.

If Playing Groups are playing at non-City of Waterloo arenas, the number of parents/guardians/spectators per player may be different. The non-City of Waterloo arena protocols including numbers of parents/guardians/spectators per player can be found on the Ravens website. Please check it before you go to the arena.



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### Coaching staff and a second parent/guardian/spectator attending games.

**For game play only.** If one parent/guardian is on the bench during a game (Coach or Trainer), a second parent/guardian/spectator is permitted to attend the game as long as the total number of people in the arena isn't over the maximum number of people permitted at the facility.

Some of the arenas have a max of 50 people and some are at 48 people. These Maximums are provincial orders and we must comply with them.

If the arena maximum number is going to be exceeded, the second parent/guardian/spectator will be asked to leave.

### Staff Movement and being on Multiple Playing Groups

As all Coaching staff are required to maintain physical distancing on the ice and on the bench, wear masks on the bench, Coaching staff may be appointed to more than one Playing Group. Trainers who interact directly with players should ensure they are following every available precaution (mask, hand sanitizer, distance when possible). If any Coaching staff member should interact with a player such that exposure may have been possible, the staff should remove themselves from working with other Playing Groups for two weeks.

## Section 3 Off-Ice Activities (OFA)

### Facility Access and Traffic Flow

**For all arenas:** All players, coaches, parents/guardians, staff and volunteers are required to enter through facility designated entrances. Coaches, players parents/guardians, staff and volunteers will exit through facility designated exits.

**Meet your coach outside the facility designated entrance 20 minutes prior to the session.** If you are late, you will not be allowed in. Initially an Ambassador from the City will take you to your arena and sitting area. Please listen to and be respectful of the City Ambassadors The main lobby is the only washroom to be used by all. One parent/guardian/spectator is allowed per player and must remain at their player's chair in the rink for the session while following all public health guidelines.

Parent gatherings during pick up and drop off are strongly discouraged. Signage will be posted outside reminding players of self-screening. Parents and Coaches will be instructed to complete the Raven's Health Screening Questionnaire for themselves



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and/or their child at home, immediately before they leave for the rink each time.

Once at the rink, players will report to their Trainer to confirm that the questionnaire was completed successfully at home. The Trainer will record attendance and record if players, coaches and parents/guardians have passed the health questionnaire on Raven's attendance form. The player will be directed to their chair around the ice where they will place their (very few) personal belongings. After the ice session, the Trainer will e-mail the completed attendance form to [attendance@waterlooravens.com](mailto:attendance@waterlooravens.com).

The Ravens board room and office will remain closed.

### Other Facilities

Please check the Ravens website regularly for updates on the Arena Protocols for facilities outside the City of Waterloo.

### Player Absence

If a Trainer is aware that a player will be absent, they should e-mail the Coach and note it on the attendance sheet. If any player or coach staff unexpectedly misses a session, one of the coaches should notify [attendance@waterlooravens.com](mailto:attendance@waterlooravens.com) no later than the end of the ice session. Within 24 hours, a member of the COVID-19 Response Team will follow up with the coach/player or their family by e-mail and/or phone. If the reason for not attending is related to physical health, the member of the COVID-19 Team will notify the WGMHA President immediately.

### Personal Hygiene

Players and coaching staff are encouraged to practice hand washing and good personal hygiene. Trainers will be provided with hand sanitizer, gloves and extra masks to be available as needed during the training session. The City of Waterloo is supplying cleaning products and paper towels. WGMHA will order extra cleaning supplies for use by Trainers and staff as required.

### Warm-up/Cool down

Warm ups and cool downs will need to take place prior to the start of session either at home or outside the building in the green space around the parking lot, maintaining physical distance requirements. Coaches are asked to be in contact with their players to remind them of proper warm-up exercises to ensure their health and safety.



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### Personal Protective Equipment – Face Masks

The Region of Waterloo passed a bylaw Number 20-035 which is a by-law to require the wearing of face coverings in enclosed public places. This makes it mandatory for everyone (with a few exceptions) to wear masks when indoors. The exception that is particularly notable for WGMHA is that the by-law allows an exception for “A person engaged in a sport or other strenuous physical activity”.

As of July 13, everyone must put on a mask before entering any City facility or public area. “Everyone” includes all players, coaches, parent/guardians, and office staff.

Players and Coaches must keep their masks on while putting skates on and off. When a player puts on their helmet, they may remove their mask. When coaching staff go on the ice, they may remove their mask. It is strongly encouraged that if you are able to play with your mask on, please do so.

Masks must be put back on carefully as soon as players and coaches get off the ice prior to removing skates. Parents/guardians/spectators watching the practice or game must keep their masks on at all times.

**WGMHA will be providing one face mask to each player and member of the coach staff.** It is the responsibility of all players and coaches to store the mask in a sealed bag (e.g. Ziploc) when not being worn. Additional masks are the responsibility of each player and coach, Parents/Guardians are responsible for supplying their own mask while at Ravens activities. The mask and bag should be washed after every session.

### Dressing Rooms

Dressing Rooms are not available. Players and coaches must come to the rink ready to go on the ice. WGMHA is working with the City of Waterloo to develop some changing areas for the winter months.

### Skates On/Off

Players and coaches may put their skates on/remove their skates at their designated rink side chair while maintaining physical distancing guidelines and wearing face masks.

### Personal Items

Hockey bags are permitted. It is recommended that you bring only your skates, gloves,





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water bottles and helmet. Blocker, trapper and goalie pads for goalies Your bag must remain directly in the area around your rink side chair. No staking of hockey bags.

It is recommended players bring their own personal tissues, water bottle, hand sanitizer and mask. These should be in small containers that can be easily sanitized upon leaving the rink and before returning. Players and coaches must have their own closed containers (i.e. Ziploc bag) for disposing of used personal items such as tissues. These must be disposed of at home.

### Section 4 On-Ice Activities (ONA)

#### Personal Protective Equipment

See Personal Protective Equipment above.

#### Physical Distancing

Players and Coaches are required to maintain a physical distance of at least 2m from any other players and coaches at all times during the session. All coaching should be done using verbal cues.

#### Personal Items

See Personal Items above. Your hockey bag must remain directly in the area around your rink side chair. No staking of hockey bags.

#### Pucks and Pylons

Pucks and Pylons will be managed by the coaching staff. Players are not to pick up the pucks with their hands. Goalies are able to “block and catch” pucks as they would normally in the course of drills.

#### Goalie Equipment Sharing

Sharing goalie equipment is to be avoided as much as possible. However, U8, U9 and U11 will require different players to play goal. The Ravens will provide goalie equipment for these age groups. The following procedure must be followed for sharing equipment:

- Assign a player to be goalie for x days (2-3 weeks suggested).
- Transfer equipment to the next player when a 3 day “window” allows for:
  - Last goalie will use provided disinfectant to spray the equipment, including stick, and return to the provided bag



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- The bag and equipment (pads, blocker, trapper) will be directly transferred to the next player.
- The bag should be treated as contaminated for 3 days. Place the bag
- (open in a dry environment) in a location it can stay for a minimum of 48 hours without being touched.
- The receiving player family should wash their hands with soap for 20 seconds after handling and of the transferred equipment during the first 48 hours.

### On-Ice Coaching

Coaches need to work together to determine their own specific rink area for their session each time. Every coach will be responsible for developing/modifying training plans to the current fitness level and capabilities of every player in order to avoid injury.

As a reminder, the Two Deep Rule must be followed at all times in accordance with OWHA and WGMHA policy. A Trainer must be present at each training session (on and off ice). One of the coaching staff (Coach or Trainer, must be female).

Coaches and Trainers will be required to attend the Zoom webinar training on Return to Hockey before returning to the ice. Emphasis will be put on following these protocols as part of the requirements to operate within WGMHA.

### Section 5 Returning to WGMHA Office

The following protocols will be followed for use of the WGMHA Office when it opens

- a) A hard copy of the attendance log of office staff will be held in the WGMHA office.
- b) All office staff must enter through the main entrance to RIM Park. They are encouraged to observe WGMHA activities to ensure protocols are being followed by all. Health and Safety is everyone's responsibility.
- c) The office will remain closed for this phase of re-opening. If there is an exception where a family requires in person payment, all effort will be made to minimize in-person interactions between office employees and families. Payment can be done online or by phone. The WGMHA office will gradually open in the next stages to the public and coaches.
- d) The secure Ravens mailbox can be used for the dropping off of confidential papers, cheques, Attendance Records etc.
- e) The WGMHA office will remain physically closed to coaches and the general public until we are welcoming several hundred players to RIM Park.



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- f) Physical distancing signage will be posted around the office as a reminder. When the office does open, in order to maintain a safe distance between staff and customers, the office door will be propped open to encourage air flow, but with a table across the entrance way. Customers can speak to staff from the entrance 2 metres away.
- g) Hand sanitizer will be available at the office desk for customers. Each staff member is asked to bring their own sanitizer, water bottle, and tissues for their own personal use.
- h) All effort should be made to minimize sharing office equipment. Office space and work stations will be cleaned by city staff every morning. If a staff person feels their area has not been cleaned to their level of comfort, they are welcome to use the cleaning agent and paper towels provided by the City to clean their own space.
- i) Post signage (at rink and online) to indicate WGMHA is open virtually only this summer (including contact e-mail address).
- j) Discourage in person meetings in favour of online meetings;
- k) Update website with information from Public Health, OWHA and WGMHA concerning health and safety, and new protocols.



## Appendix A

### COVID-19 Education Resources

The Ravens COVID-19 Response Team will ensure that staff, coaches, players, parents, members and volunteers receive education on new safety and hygiene protocols within the Association. Members will be provided Government-approved information on ways to limit the spread of COVID-19.

It is everyone’s responsibility to ensure that they regularly check and familiarize themselves with the most up to date information contained in these resources. The following links provide helpful information for staff, coaches, players, parents, members and volunteers:

#### Ontario Public Health Public Resources:

<https://www.publichealthontario.ca/en/diseases-and-conditions/infectious-diseases/respiratory-diseases/novel-coronavirus/public-resources>

The following resources are also available on the Ontario Public Health website. Please ensure you are using the most up-to-date version of these tools by consulting the address above.

Topic	Tool
Hand Hygiene	<a href="https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/factsheet-covid-19-hand-hygiene.pdf?la=en">https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/factsheet-covid-19-hand-hygiene.pdf?la=en</a>
Physical Distancing	<a href="https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/factsheet-covid-19-guide-physical-distancing.pdf?la=en">https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/factsheet-covid-19-guide-physical-distancing.pdf?la=en</a>
How to self-monitor	<a href="https://www.publichealthontario.ca/-/media/documents/ncov/factsheet-covid-19-self-monitor.pdf?la=en">https://www.publichealthontario.ca/-/media/documents/ncov/factsheet-covid-19-self-monitor.pdf?la=en</a>
When and How to Wear a Mask	<a href="https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/factsheet-covid-19-how-to-wear-mask.pdf?la=en">https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/factsheet-covid-19-how-to-wear-mask.pdf?la=en</a>
How to Self-Isolate	<a href="https://www.publichealthontario.ca/-/media/documents/ncov/factsheet-covid-19-how-to-self-isolate.pdf?la=en">https://www.publichealthontario.ca/-/media/documents/ncov/factsheet-covid-19-how-to-self-isolate.pdf?la=en</a>

**Ministry of Health – Ontario: COVID-19 Reference Document for Symptoms:**  
[http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/2019\\_reference\\_doc\\_symptoms.pdf](http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/2019_reference_doc_symptoms.pdf)

**Ontario COVID-19 Online Self-assessment Tool** <https://covid-19.ontario.ca/self-assessment/>

**Ontario Women’s Hockey Association Website:** [www.owha.on.ca](http://www.owha.on.ca)

**Region of Waterloo COVID-19**  
<https://www.regionofwaterloo.ca/en/health-and-wellness/2019-novel-coronavirus.aspx>



**Appendix B  
Waterloo Girls Minor Hockey Association  
COVID-19 Protocols**

Waterloo Girls Minor Hockey Association (WGMHA) puts the health and safety of all players, coaches, parents, and volunteers first and foremost. These protocols are designed to ensure a healthy and safe environment for all participants. All members of WGMHA are responsible for ensuring compliance with these protocols as well as following Waterloo Public Health guidelines at all times.

**An individual becomes unwell with symptoms of COVID-19**

- If an individual becomes unwell with symptoms of COVID-19, or if someone is aware of an individual that becomes unwell with symptoms of COVID-19, that individual must immediately stop participation in Ravens hockey activities.
- The individual should be isolated from all others in a well-ventilated area, or outside and provided with a non-medical face mask if one is available
- The individual shall be sent home and instructed to follow public health guidelines regarding self-isolation and testing.
- The facility should be informed in order to determine if any areas need to be closed off and/or require additional cleaning/disinfecting
- A n e-mail should be sent to the Ravens COVID-19 Response Team ([c19responseteam@waterlooravens.com](mailto:c19responseteam@waterlooravens.com)) to inform them of the situation. A member of the Ravens COVID-19 Response Team will contact the individual or their parent/guardian to determine if next steps are being taken regarding testing
- The WGMHA President will inform the OWHA President and/or Director of Operations of the situation as soon as possible

**An individual is tested for COVID-19**

- Any individual that is part of a hockey program that has been tested for COVID-19 must not participate in hockey activities while waiting for the results of the test and not until a negative test result is received
- A member of the Ravens COVID-19 Response team will consult the Session Attendance tracking sheets to inform other participants who might have been in close contact with the individual
- Any association/team members who were in close contact with the individual should not participate in hockey activities and should follow public health guidelines until the diagnosis of COVID-19 is ruled out by health professionals

**An individual tests positive for COVID-19**

- If an individual tests positive for COVID-19, they should inform a member of the Ravens COVID-19 Response Team
- The Ravens COVID-19 Response Team will work where requested with the



**Appendix B  
Waterloo Girls Minor Hockey Association  
COVID-19 Protocols**

facility and public health officials to assist in contact tracing. The Session Attendance tracking sheets may be used to assist public health officials in informing other members who may have been in close contact with the individual

- The Ravens COVID-19 Response Team will work with the specific team, player and family. Any association/team members who were in close contact with the individual should not participate in hockey activities for 14 days and should follow public health guidelines regarding self-isolation and testing
- The Ravens President will inform all members of a positive COVID-19 result within the hockey program setting
- The Ravens COVID-19 Response Team will inform and work with the facility in the case of a positive COVID-19 result and determine if any additional cleaning/disinfecting should be performed as per the facility's guidelines
- The Ravens President will inform OWHA of a positive COVID-19 diagnosis by e-mailing [team@owha.on.ca](mailto:team@owha.on.ca)

**Return to hockey activities following illness**

- If no test was performed, or the COVID-19 test was negative, the individual may only return to hockey activities once they go 24 hours with no symptoms of COVID-19
- Training Group Trainers will confirm with the player and family when return to hockey is appropriate

**Return to hockey activities following COVID-19**

- Following a positive COVID-19 test, an individual must follow all public health guidelines regarding return to activities.
- Currently public health is recommending the full 14 days of self-isolation or until 24 hours symptom free, whatever is later.

**Modification/restriction/postponing or canceling of hockey development activities**

- Based on the evolving COVID-19 pandemic, the WGHAM are prepared to follow public health, municipal/provincial government, and sport recommendations regarding modifying/restricting/postponing or canceling activities
- WGMHA will be establishing a program cancellation policy and share this information on the Ravens website
- Ravens players, coaching staff, staff and volunteers will be informed via e-mail as soon as possible of any modifications/restrictions or cancelations
- WGMHA will keep any modifications and restrictions in place until advised that it is safe to resume activities by public health, government, or sport officials.



**Appendix B**  
**Waterloo Girls Minor Hockey Association**  
**COVID-19 Protocols**

**Public Health Guidelines**

WGMHA members must follow all Region of Waterloo Public Health guidelines regarding COVID-19. These may include:

- Any association/team members who themselves have travelled outside of Canada, or has someone in their household who has travelled outside Canada must self-isolate and not participate in club/skating school activities for 14 days
- Any individual who has been exposed to someone with a confirmed case of COVID-19 should self-isolate and is not permitted to participate in hockey activities for 14 days
- Any individual with symptoms of COVID-19 is not permitted to take part in hockey activities
- Any individual who has someone in their household showing symptoms of COVID-19, should not participate in hockey activities



## RAVENS HEALTH SCREENING QUESTIONNAIRE



**This questionnaire must be completed by each individual prior to participation in each on-ice or off-ice activity. This questionnaire may be completed verbally. Your Trainer will ask you to confirm that you have completed the questionnaire and answered no to all questions before you will be permitted to participate in the activity. If you have answered yes to any of the questions, please inform your Coach or trainer prior to coming to the arena/facility.**

Are you currently experiencing any of these issues? Call 911 if you are.

1. Severe difficulty breathing (struggling for each breath, can only speak in single words)
2. Severe chest pain (constant tightness or crushing sensation)
3. Feeling confused or unsure of where you are
4. Losing consciousness

If you are in any of the following at risk groups, we ask that you speak with your physician prior to participating.

1. 70 years old or older
2. Getting treatment that compromises, (weakens) your immune system (for example, chemotherapy, medication for transplants, corticosteroids, TNF inhibitors)
3. Having a condition that compromises (weakens) your immune system (for example, diabetes, emphysema, asthma, heart condition)
4. Regularly going to a hospital or health care setting for a treatment (for example, dialysis, surgery, cancer treatment)

The answer to all questions must be "No" in order to participate in each on-ice or off ice activity.

1. Are you experiencing any of these symptoms?

Do you have a fever? (Feeling hot to the touch, a temperature of 37.8C or higher)

Yes  No

Chills

Yes  No

Cough that's new or worsening (*continuous, more than usual*)

Yes  No

Barking cough, making a whistling noise when breathing (croup)

Yes  No

Shortness of breath (out of breath, unable to breathe deeply)

Yes  No

Sore throat

Yes  No

Difficulty swallowing

Yes  No





Runny nose, sneezing or nasal congestion (*not related to seasonal allergies or other known causes or conditions*)

Yes     No

Lost sense of taste or smell

Yes     No

Pink eye (conjunctivitis)

Yes     No

Headache that's unusual or long lasting

Yes     No

Digestive issues (nausea/vomiting, diarrhea, stomach pain)

Yes     No

Muscle aches

Yes     No

Extreme tiredness that is unusual (fatigue, lack of energy)

Yes     No

Falling down often

Yes     No

For young children and infants: sluggishness or lack of appetite

Yes     No

For the remaining questions, close physical contact means: Being less than 2 meters away in the same room, workspace, or area for over 15 minutes or living in the same home.

2. In the last 14 days, have you been in close physical contact with someone who tested positive for COVID-19?

Yes     No

3. In the last 14 days, have you been in close physical contact with a person who either:

Is currently sick with a new cough, fever, or difficulty breathing; OR Returned from outside of Canada in the last 2 weeks?

Yes     No

4. Have you travelled outside of Canada in the last 14 days?

Yes     No

If an individual has answered "Yes" to any of these questions, they are not permitted to participate in any on-ice or off-ice activities. **Please call your trainer immediately and let them now that you have responded positively to questions in the Ravens Health Screening Questionnaire. If you don't have contact information for your trainer please e-mail - your name; age group; date and time of activity to [c19responseteam@waterlooravens.com](mailto:c19responseteam@waterlooravens.com)**

*Please note: This Health Screening questionnaire has been developed based on the Ontario Ministry of Health Self-Assessment Tool (June 17, 2020).*

