



Deep Cove Rowing Club COVID Safety Plan

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Deep Cove Rowing Club COVID-19 Response Goal

Deep Cove Rowing Club is planning our reopening and Health and Safety are our primary goals in reopening. We will take steps to prevent rowers, coaches, and volunteers from being exposed to the COVID-19.

The goal is to make the risk of participating in rowing to be as low as reasonably practicable. The full engagement and cooperation of rowers following all provincial health protocols, as well as those outlined below, is essential. It is our mutual effort that will keep us all safe.

We recognize that this document has many readers, from club members, parents of youth, coaches, board members, volunteers and interested parties from other organizations, including the Public Health Office and Worksafe BC. As such, there may be sections of the document that may be of more interest to some readers than others. We have attempted to organize the document with that in mind. This document will be emailed to members and posted on our website.

There are five principles from BC's Restart Plan that have influenced this document:

Five Principles For Every Situation

Personal Hygiene:	Stay Home if You Are Sick:	Environmental Hygiene:	Safe Social Interactions:	Physical Modifications:
<ul style="list-style-type: none">• Frequent handwashing• Cough into your sleeve• Wear a non-medical mask• No handshaking	<ul style="list-style-type: none">• Routine daily screening• Anyone with any symptoms must stay away from others• Returning travellers must self-isolate	<ul style="list-style-type: none">• More frequent cleaning• Enhance surface sanitation in high touch areas• Touch-less technology	<ul style="list-style-type: none">• Meet with small numbers of people• Maintain distance between you and people• Size of room: the bigger the better• Outdoor over indoor	<ul style="list-style-type: none">• Spacing within rooms or in transit• Room design• Plexiglass barriers• Movement of people within spaces

Club Re-Opening Guidelines

The Deep Cove Rowing Club's COVID Safety Plan has been developed with guidance from:

- viaSport's Return to Sport Guidelines to B.C.
- Rowing BC's document Return to Sport Guidelines: Developing Covid-19 Reopening Safety Plans
- Rowing Canada's Risk Assessment and Mitigation Tool

The RCA Risk Assessment and Mitigation Tool has been completed and reviewed by the board of directors and the club scores at an acceptable risk level to proceed with reopening. This is a prerequisite to receiving RCA insurance coverage. The DCRC COVID Safety Plan has been approved by the Board of Directors and our Coaches prior to the Club's boathouse being reopened for member use.

Athlete Prerequisites Before First Day Back at Boathouse

Active members, if they haven't already purchased a 2020 seasonal or annual membership, may purchase one of our multi visit punch cards (payment by e-transfer prior to coming down to the boathouse is preferred). Seasonal memberships may be made available next year.

All members, participants, volunteers, coaches, and administration must be registered with Rowing Canada. All members are also required to log into RCA's webreg system and sign the updated RCA waiver if they have registered prior to May 17, 2020. Link is here: <https://membership.rowingcanada.org/JoinProgram?id=181>

All members who wish to row, must complete the DCRC Registration Forms, contact information, medical forms and waiver that are available on the club website under your specific program description. It is important that you identify any conditions that put you at higher risk should you contract COVID-19. This information will be kept confidential by the coaches. The list of these conditions is here: <https://www.canada.ca/en/public-health/services/publications/diseases-conditions/people-high-risk-for-severe-illness-covid-19.html>

Club Re-Opening Considerations for Athletes

- Physical distancing must be maintained: 2 meters separation with normal heart rate, or 4 meters with an elevated heart rate. Members of a common household are excluded from this requirement.
- The boathouse is not a place to socialize during a pandemic.
- Employ the concept of Row and Go, come dressed ready to row and go straight home afterwards. Use of public showers is not recommended.

- We will endeavor to organize the boathouse in such a way that the singles and doubles can be easily accessed by all members.
- Until guidance is provided by governing sport bodies or by the appropriate government agencies, only members of Deep Cove Rowing Club may take advantage of club programming.
 - This prohibits events for non-members, training camps, and guest rowing for non-members.
- Members who belong to two rowing clubs may also row at DCRC, provided they were also a member of the Deep Cove Rowing Club before March 15, 2020.
- Shared use of the beach by Deep Cove Kayak and the public create an opportunity for viral transmission. The primary strategies for minimizing this risk are:
 - Limit rowing activities to non-peak hours.
 - Limit the number of shells to be launched during all sessions.
 - Ensure that members leaving the boathouse with their shell have everything they require in order to launch. This includes socks, water bottle, seat pad, and oars.

Club Re-Opening Steps for Athletes

Participants must complete a health screen every day prior to leaving their residence on their way to the boathouse. The BC Self-Assessment Tool is an option for the health screen, and can be found here: <https://bc.thrive.health/covid19/en> or a downloadable app from Thrive Health: <https://www.thrive.health/bc-covid19-app> The club has posted the health screen symptoms on the door of the boathouse.

Upon arrival, the coach will ask the members if they have completed a health assessment. The health screen is mandatory and must be completed prior to every row. A failure to fully follow this procedure, and any subsequent follow up by Provincial Health authorities will close the boathouse.

All members will be made aware that rowing involves explicit understanding, agreement, and adherence with the actions outlined in this document, and will be required to confirm by signature, that they will comply.

Failure to comply with these safety and health conditions will result in having the members rowing privileges suspended, as per a motion passed by the board of directors on June 10, 2020.

Communicating the DCRC Return to Rowing Plan to Interested Parties

We will use email, our website, and WhatsApp to communicate to the membership and such parties that are interested in hearing our process prior to opening the boathouse for rowing.

We will update the membership through email, our website, and WhatsApp as appropriate for changes to this policy and procedure.

Training in the new procedures will take place through a series of emails and demonstrations when people return to the boathouse. We will also provide a zoom Q&A session prior to starting rowing again.

All those using the boathouse must register their use of particular club equipment in advance using an online boat booking system. Not only will this avoid overbooking equipment or capacity, but it is essential for any subsequent contact tracing that may be required.

Program Operations

During the first stage of our return, rowing will occur in singles. Doubles may be crewed by members who live in the same household. The definition of “household” is determined by the rowers themselves based on the guidance of the BC Centre for Disease Control.

After operating safely for a period of 14 days, clubs are able to allow participants with rowing partners already in their expanded bubble to row in a double, as per viaSport BC, Rowing Canada, and Rowing BC. These “double bubble” participants may only consist of the same two people who have been previously identified to the club.

Boat launch times will be staggered to reduce traffic on the beach.

Check the on-line boat booking system for the schedule for juniors, masters and adult recreational members. Times/dates may change throughout the seasons.

We will use Google Sheets for the boat booking system to pre-determine the number of rowers at any one time. No one will be permitted to ‘drop in’ on any program.

Deep Cove Rowing Club will perform the following actions prior to the resumption of rowing:

- Obtain additional sponges, buckets, towels, environmentally suitable and effective soap and sanitizer for boat cleaning.
- Assign one safety bag to each coach that is to be used while on the water. The coach bags will contain PPE equipment for rescues. The coach boat will have disinfectant wipes for cleaning all contact points in the coach boat between sessions.
- Provide a hand washing/sanitizing station at the boathouse as supplies allow.

Practices to Preserve the Health of the Rowers with DCRC

- When a boat is leaving the boathouse, there should be no one obstructing or beside the shell except the people carrying it. Stay off the ramp leading to the boathouse unless necessary.
- People must keep at least 2 meters apart.
- Only enter the boathouse when it is your turn to pick up our boat. Singles will be carried out of the boathouse with a partner. Once off the ramp, you may carry your boat by yourself at that point if you are experienced in doing so.
- Put on a face mask as you approach the boat house, and keep it on until the boats are launched. Masks are to be put on again once the boat has landed until you leave the boathouse area. Members who cannot wear masks are to let their coach know.
- Coaches will remove all their safety equipment (safety bag, life jacket, gas, keys) from the boathouse before the first shell is removed.
- Do not bring any garbage into the boathouse. There are municipal garbage bins at both ends of the boathouse. If at the end of the row you have used tissues, we have a foot operated lidded garbage can for disposal.
- No pets, guests, or visitors are welcome at the club.
- The club will supply towels for drying boats. They are single use only and will be placed in a designated bin once used. Volunteers will take towels home to clean them. There are gloves in the boathouse for handling the bag/towels.

Participation

- For the first stage back, we will be capped at a group size of ten – plus the coach. Group sizes are limited by the number of singles we have, as well as number of doubles, and rowing safety. In future this number may change based on use of doubles or a second coach on the water, but safety is the primary consideration.
- We will meet off the deck in front of the boathouse door.
 - Rowers will first take their oars down to the beach and place them in the oar box.

- Boats may only leave the boathouse if there is sufficient room on the beach to launch. If no space is available, wait off the deck until one opens up.
 - As normal, at least one coach boat must be on the water with its motor running prior to crews rowing past the government dock.
- Individuals operating safety boats will be considered the COVID-19 Site Manager and are responsible for ensuring that all participants and coaches have complied have completed their health screen and recorded the fact in the binder in the boathouse.
- All participants are expected to wash their hands before and after rowing with soap and water or hand sanitizer (provided by member if club does not have it)
- Rowers should wear clean, fresh socks to prevent transmission through skin to shoe contact.
- Personal items should be kept at home, or in your vehicle.
- Bring your own water bottle and fill it at home. Using the public washroom or water fountain is not recommended.
- No sharing of water bottles or snacks.

Launching Rowing Shells

- Due to the room on the beach, we will be launching in waves of no more than three boats at once. If there are people over 65 or identified at high risk, they will be launched first to reduce their risk.
- Before leaving the boathouse with your boat, you must have everything you need either on your person, or on the beach already.
- Practice quick launches:
 - Adjust spacers in the boathouse before walking out.
 - Leave the beach quickly so that another boat may take your place.
 - Adjust shoes and slides, if needed, once you have taken a few strokes away from the beach.
- Once boats have launched, rowers should not congregate closely.

Coach Boat Launching

- Coach boats must have gas, kill cords, and safety bags before they leave the sailing club's dock
- There will be a maximum of 2 coach boats per session.
- Coaches to wear gloves while in the safety boat.

Washing Rowing Equipment

- Washing stations with slings will be set up alongside the road adjacent to our ramp, to avoid traffic on the common walkways.

- All equipment will only be washed with fresh, flowing water and soap. Standing water is not to be used.
- Water in buckets should not be shared between boats for washing and should be refreshed for each subsequent boat being cleaned.
- Soap will be provided by Deep Cove Rowing Club for the washing of equipment.
- Private singles to follow the same washing method as club shells. We only have 2 private singles in the boat house.
- Rowing shells will be washed following each row – regardless if the shell is about to go out for the next session that day. The following items are to be cleaned:
 - Hulls, decks, seat, slides, and riggers to be washed with soapy water.
 - Shoes, oar locks will be sprayed with disinfectant by the coach
 - Oar grips will be dipped in a water / bleach solution, oar shafts where they are carried should be washed and blades rinsed.
- Rowers who wish to, may spray their boats with disinfectant before launching.
- Safety / Coach Boats should also be disinfected: this will be the responsibility of the boat operator.
 - In the Boston whaler, the steering wheel, key and throttle lever will be wiped with a disinfectant wipe prior to each session. As will the motor switch if used to raise lower the motor, and docking line clips.

Water Rescue

In the event that a rower overturns their shell, the following steps may be taken as appropriate to the situation:

- The coach should provide a flotation device to the individual in the water
- The rower should attempt to right their boat and self-rescue if possible
- The coach can otherwise assist the rower as they deem appropriate.
- Face shield, gloves and masks are available in each coach bag.

Role of the Health Screening Monitor or Coach

- Monitor and confirm that athletes that have signed up for that day's session as well performed a health screen. This is to be recorded in the health screen log in the binder in the boat house.
- Indicate to the Club President which, if any, rowers have answered YES to any of the health survey questions. If a member answers yes to any of the survey questions, they will not be allowed to row.
- Record daily which athlete used which boat, which oars, and at what time. We will record this along with the health check on a paper log in a binder in the boathouse. This information is to be kept for 30 days.

Limitations

Deep Cove Rowing Club:

- Will not provide PPE for its members. Members will provide their own.
- Will attempt but not commit to provide hand sanitizer or alcohol-based cleaners for its members personal use. Members will provide their own.
- Is not responsible for directing your actions outside the boathouse, but expects that you will support guidance from government authorities with respect and safe conduct.
- Does not take responsibility for care, cleaning, and maintenance of the washroom facilities provided by the District of North Vancouver for the public. Rowers use them at their own risk. Shower at home.

Boathouse Access, Control, Cleaning, and Sanitization

Only Deep Cove Rowing Club program coaches will have keys to and will open the boathouse doors. Note that the doors will be closed while rowers are on the water, to prevent access by strangers.

Athletes are to stay away from the ramp until the doors have been opened and the hand sanitizer (if present) is placed at the end where it can be used. Note that we currently have a three-person limit in the boathouse at any time.

The riggers on the quads on the moveable quad rack have been removed to provide a 2-meter corridor from one end of the boathouse to the oar racks.

Areas of high contact in the boathouse have been identified as the door lock and door knob, left hand door latches, yacht club key, fuel cabinet doors, slings, payment terminal, quad racks. All of the high contact areas, except the slings are to be cleaned with wipes after each group of practice sessions. This may be once or twice daily depending on programming. The slings will get some soapy water wash as part of the boats being cleaned. One person will be assigned to put out and collect the slings before and after practice. That person must sanitize their hands before hand, or wear gloves. The credit card machine may see multiple users, but can be covered with clear plastic to limit touching the actual device.

After use of wipes or gloves or other product used for cleaning, they should be disposed of in the new foot operated lidded, plastic lined garbage can. Coaches to monitor how full

the garbage can is and empty and replaced with new plastic bag as necessary. Disposable gloves are available for this task or cleaning of high contact areas.

Heavy duty gloves have been made available for coaches to set up cleaning solutions, such as bleach/water dips for oar handles, and filling/diluting the sanitizer spray bottles. Only the coaches are to do these tasks. Bleach water dips are to be refreshed daily. Coaches will keep track of hygiene and sanitations supplies. We will reorder sanitizer spray when down to the last three bottles as it is harder to obtain. We need to monitor the rate at which we go through products weekly. Bleach is easily obtainable commercially now, hand sanitizer in bulk and sanitizing spray less easily, so need to order in advance.

Club Awareness about Public Health Information Relating to COVID-19

The Deep Cove Rowing Club medical committee is responsible for monitoring information regarding public health matters from

- RCA email, newsletters, conference calls
- Rowing BC email, newsletters, conference calls
- BC Centre for Disease Control <http://covid-19.bccdc.ca/>
- Public Health Service of Canada <https://www.canada.ca/en/public-health/services/diseases/coronavirus-disease-covid-19.html>
- Vancouver Coastal Health Authority. <http://www.vch.ca/covid-19>
- WorkSafe BC <https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation>
- District of North Vancouver <https://www.dnv.org/programs-services/covid-19-updates-and-closures>

The Deep Cove Rowing Club medical will escalate relevant details to the communications team. Names of the committee/teams are available upon request.

Information will be communicated to the appropriate audience via email and WhatsApp.

The DCRC will use the acknowledgement of risk provided through the RCA membership system and waiver. Confirmation of this acknowledgement will be made by each member as they sign up for the Deep Cove Rowing programs for 2020 and sign both the RCA and DCRC waivers. If members have not signed the waivers, they will be prohibited from participating in the activities of the club.

Club COVID-19 Health Monitoring and Information Recording

The DCRC relies on the BC Centre for Disease Control to define who is a member of an “at risk” population. This definition is available here: <http://www.bccdc.ca/health-professionals/clinical-resources/covid-19-care/clinical-care/vulnerable-populations>.

The DCRC requires all members to determine whether they are members of an “at risk” population. Should they find themselves at risk, they should treat themselves accordingly. The DCRC will not attempt to perform medical assessments on its members. The DCRC will take actions to conduct itself on the basis that all individuals have an unknown level of risk and make conservative decisions with respect to its related actions under the Covid-19 pandemic.

Each member will complete a self-assessment prior to traveling to the boathouse. Confirmation of completion of this self-assessment will be made to the coaches verbally upon arrival at the boathouse. Coaches will record the results in the boathouse log.

Athletes or coaches who fail to show up when signed up to do so, are not to be penalized. Coaches will record any athletes that fail to pass the self-assessment and will follow up with those that do not show up that indicated they would, to verify their health status.

During the current phase of the public health response, the DCRC will:

- not conduct lessons for people new to the club, until permitted by Rowing Canada, Rowing BC, and viaSport.
- require that each member complete a health screening prior to attending a practice at the DCRC and confirm that they have done this.
- refrain from rowing shells that have more than 1 crew member unless both members of the crew are declared to be a single-family unit, or rowers have identified as permanent “double bubbles” partners.
- keep our ergometers loaned out and away from the boathouse
- provide coaches for group sessions
- limit the number of athletes on the water to 10, in addition to the coach for a total of 11 individuals.
- provide hand sanitizer for the use of athletes as supplies are available.
- limit access to our boathouse to reduce the number of locations where individuals may come in contact with one another.

Changes to the safety plan or health situation will be distributed to the membership. Possible self-isolation and quarantine requirements will be provided through signage at the boathouse and are included within the BC CDC directives. The DCRC Medical

Committee will take actions as they see fit related to self-isolation and quarantine requirements.

Any individual associated with DCRC (member, coach, volunteer, etc.) who becomes symptomatic, on the basis of completing the self-assessment, should first contact their public health office through calling 8-1-1 or calling their personal care doctor, then inform one of the following through email/text/phone:

- Any member of the Board of Directors
- Head coach

An individual thinking that they may have had an exposure to a carrier of COVID-19 should contact their public health office and then contact one of the individuals on the group listed above. Any such individual should refrain from rowing for a period of the greater of 14 days or as recommended by the public health office.

Additionally, individuals with a suspected or confirmed case of COVID-19, or those who has been diagnosed with COVID-19, should refrain from all DCRC activities until after they are no longer considered a threat to the club. At a minimum, this would be a period greater than either 10 days after the onset of symptoms or as determined by a professional health care worker. Those individuals who have gotten a COVID-19 test as a precaution, should refrain from DCRC activities until after results are known, if the test is negative. These details should be relayed to the medical committee.

If an individual is tested positive for COVID-19, then any other person in their family household who rows, must self-isolate for 14 days. Any person who has rowed a “double bubble” with that individual in the last 14 days must self-isolate 14 days from the date of last contact or until receiving a negative COVID test result.

Session booking requests with name of athlete and boat will be maintained by Google’s “sheets” products.

Actual boat and oar assignments, along with health screening results will be recorded in a log in a binder in the boathouse, along with the name of the coach at each session. As the details contain only confirmation of screening confirmed but not data on health states, individual privacy is ensured. Health screening records will be destroyed at the end of the 30 days.

COVID-19 Response Plan and Communications

Rowing BC, Rowing Canada Aviron, and the District of North Vancouver, was notified when we initiated rowing practice. Because we share a beach, the Deep Cove Kayak Shop was also be informed of startup.

In the event that a member/coach/volunteer of the DCRC is symptomatic or has a suspected case of COVID-19...

Prior to attending a practice:

- They should complete a health check and determine that they should not attend practice.
- If the member/coach/volunteer suspects the symptoms might be an allergy, they should take an antihistamine to see if the symptoms go away. If so, they are fine to go to the boathouse.
- If still symptomatic, they should report it to the Head Coach via info@deepcoverowingclub.com or text or report to the program coach who will engage the DCRC medical committee. If a coach is symptomatic, they will report it to another coach and the president.
- They should take actions as determined by community health partners: <http://www.vchas.ca/covid-19>

During a practice:

- The individual should immediately inform others of the situation and take their boat to the beach (or if a coach to the marina). They should stay away at least 4 m away from the boathouse and be encouraged to go home immediately and call 811 or their medical doctor. If a youth is affected, the coach will call their parent/guardian for a ride if needed. The coach will offer the individual a mask, from a distance.
- The coach should report the matter to the president via text, who will engage the DCRC medical committee.
- The equipment used by that athlete will be cleaned before being put back in the boathouse and then declared unavailable for 48 hours to allow time for viral degradation naturally. It will undergo a deep clean before being used again. Initial cleaning should be done by someone wearing gloves and mask, which are available in the boathouse.
- The other individuals at the practice will be made aware of the situation by the coach and told to keep their distance.

Following a practice:

- They should report it to the Head Coach who will engage the DCRC medical committee. If a coach is symptomatic, they will report to the medical committee.

- They should take actions as determined by community health partners:
<http://www.vch.ca/covid-19>

If an individual tests positive for COVID-19 who has been at the boathouse within the previous two weeks, the club will cease operations and will contact Vancouver Coastal Health for further direction. Additionally, RCA, Rowing BC and the DCRC Medical Team will be informed. If the individual is a youth athlete, the North Vancouver School district will also be contacted.

Subsequent to the positive result the club will remain closed for a minimum of 72 hours and will not reopen without the unanimous approval of the Board of Directors and the unanimous approval DCRC Medical and Communication Committees. A deep clean of the boathouse will take place.

If there is a confirmed case of COVID-19, the club will work with the authorities to perform contact tracing to define and understand the community risk so as to reduce the opportunity for spread. The assumption is that the club will be required to cease operations for a period of time, as advised by public health officials.

Members will be informed via email and WhatsApp of the situation. Members who have recently shared equipment with or been at practice with the individual in the previous two weeks will be informed and told they may expect calls from contact tracing.

We are located in a park, and do not have an isolation space. Individuals getting sick at practice will be encouraged to relocate to their homes and determine next best steps for their personal situation based on the advice of community health partners such as Vancouver Coastal Health. They should report their circumstances as quickly as possible. DCRC utilizes 9-1-1 emergency response services for medical emergencies. There is no designated Occupational First Aid Attendants.

Feedback

In just a few short months, our world has changed a lot with the presence of COVID-19, and has our response to it. We expect things will continue to evolve, and that includes the processes and content of this document. We welcome your feedback. Feel free to contact the coaches or board members with your comments.

Approvals

The original version of this plan was reviewed and approved by the DCRC board on June 10, 2020. Details of the vote are available in the club minutes, which are available upon request. The safety plan is to be posted on <https://deepcoverowingclub.com/>

Revisions

Updates to the document were approved July 8, 2020. The updates reflect process improvements based on practice to date and changes in guidance from Rowing Canada, Rowing BC, and viaSport. The following are the highlights of the changes made:

- Increase boathouse occupancy limit to 3
- Members of two clubs can row with DCRC, provided they were also a member of DCRC before this March.
- Introduced the concept of “double bubbles”, two individuals not in the same family, rowing in a double, provided that those two only rows with each other.
- Removed the limitation on Learn to Rows, as Rowing Canada allows them as of July 20, 2020.
- Added that those rowers in same family or double bubble as person testing positive for COVID-19 must self-isolate for 14 days.
- On recommendation of medical advisor, suggested that person with symptoms that might be allergy, first take an antihistamine to see if symptoms resolve.

Updates to the document were made for board approval on November 18, 2020. The following are the changes made:

- Removed reference to particular session schedules and referred members to boat booking system for details.
- Add a mandate to wear face masks for activities in or near the boathouse, where social distancing has proven difficult to maintain.
- Changed some of the timing of events should a person test positive for or suspected to be positive for COVID-19, to take into consideration the following: it takes up to 14 days for symptoms to appear after exposure to the virus, and people generally no longer shed the virus 10 days after onset of symptoms, though it can be longer in more severe cases.