

## Howelsen Ice Complex SOP 10/14/2020

State, local, and rink guidelines are subject to change. ANY staff, chaperone/parents, coaches, or athletes not observing state, local, or rink guidelines, including but not limited to those listed below, will be required to leave the facility upon request.

### 1. Organization

- a. Dmitry Chase is the contact person for the Howelsen Ice Complex.

### 2. Capacity and Use Guidelines

- a. Howelsen Ice Complex Capacity: Indoor facilities are limited to up to 50% capacity, or 175 people, whichever is fewer so long as people can stay 6 feet apart from each other. (35,610 total square feet of indoor space including the lobby, main arena, bleacher space, 5 locker rooms, an ADA change area, and public restrooms)
- b. Spectator Capacity: A maximum of 25 spectators per participating team will be allowed in the bleachers and standing areas around the arena. Spectators MUST practice appropriate social distancing.
- c. Team size: Teams participating in organized recreation against one another, and as a result, experiencing greater contact, should still observe the limit of 50 players, excluding coaches and officials.
- d. Locker rooms: Locker Rooms will be open: patrons will be allowed into locker rooms 15 minutes in advance of their designated ice time and should practice proper social distancing-showers will not be available. Patrons will be required to leave the locker room no more than 15 minutes after their session.
- e. Personal Gear Lockers: Annual locker rentals will be available for personal equipment storage. Patrons should observe and practice appropriate social distancing recommendations when retrieving or stowing gear in their lockers.
- f. Spectators can enter the building at the designated session time and are required to exit the building through the middle door egress immediately following the conclusion of the session. Spectators should maintain appropriate social distancing while entering, viewing, and exiting the facility through the designated side door exit.
- g. Skate Rental: Skate Rentals will be available. The rental fleet will be sanitized, by staff, after each use.
- h. Restrooms: The men's, women's will be open for patrons but are not to be used for dressing or undressing.

### 3. . Cleaning

- a. Hand sanitizer will be available in the lobby and at the side door exit point. Patrons are encouraged to use sanitizer while both entering and exiting the facility.

- b. Locker rooms will be cleaned between each use.
  - c. Door handles, handrails, benches, walls, and any “touch” areas will be consistently wiped down with disinfectant.
  - d. Staff and designated user group representatives should continuously clean high-volume areas and contact points/surfaces throughout the day and between each session with an appropriate disinfectant.
  - e. Professional cleaning of common areas posted in mitigation protocol and in the central plan.
4. Signage
- a. Social distancing floor markers
  - b. Standard door signage regarding mitigation efforts will be posted at the front entrances with the following content:
    - i. 6 ft. social distancing must always be maintained.
    - ii. PPE in the form of a protective mask must always be worn.
    - iii. Do not enter the building if you have the following symptoms:
      - 1. Fever
      - 2. Cough
      - 3. Shortness of breath
      - 4. Any other Covid 19 symptoms as directed by Public Health.
5. Personal Protective Equipment (Including Masks)
- a. All city employees must wear a mask while in common or shared work areas and while interacting with other employees or members of the public. The city will provide masks to employees.
  - b. All spectators should adhere to social distancing recommendations and will be required to wear a mask.
  - c. All staff, instructors, skaters, and chaperones are always required to wear masks while in the facility, **including on the ice**, per State health orders.
  - d. All staff will be required to wear PPE (Personal Protective Equipment) during cleaning. User group reps are encouraged to wear PPE as well, during cleaning.
6. Physical adjustments
- a. Sneeze guards - Physical barriers installed at front counter to control social distancing and spread of COVID.
  - b. HVAC systems will be adjusted to ensure no contamination from HVAC units.
  - c. All water fountains will be closed off to the public. Skaters will need to bring their own labeled water bottles. Absolutely no sharing of equipment, especially water bottles!
  - d. All coaches, skaters, and chaperones will enter and exit through designated doors. Doors will be clearly identified and labeled “Entry” and “Exit.”
  - e. Appropriate social distancing should be practiced by all participants when off the ice.
  - f. Social distancing markers are provided in the lobby, main arena, bleachers, and locker rooms.

- g. Doors accessing the rink from the lobby will remain propped open, eliminating points of contact.

7. Self Screening:

- a. All employees will self screen and document this in their division.
- b. Members of the public will, through signage, be asked to enter the facility only if meet self screening criteria.
- c. Each ice session will be staggered by 15-minute intervals to minimize contact and overlap between user groups. User groups will be responsible for collecting and documenting rosters for each session and providing an accurate roster of their enrollees to rink staff.
  - i. For public sessions a sign in sheet will be used to, by staff, to document participants
- d. Temperature checks will be required for all staff, chaperones/parents, and participants.
- e. Skaters, chaperones, instructors, and staff agree to stay home if they believe that they may be symptomatic or may have come into contact with someone who may have COVID 19.
- f. Patrons will enter through the main lobby entrance no more than 20 minutes before their designated ice time and must have their temperature read at stand-alone kiosk. If a patron registers a high temperature and or appears to be sick, that individual will be denied further access to the facility.

8. Shared Food:

- a. Shared or communal food is not allowed.