



## COVID-19 Preparedness Plan for Lakeville Arenas

Lakeville Arenas is committed to providing a safe and healthy workplace for all our staff and guests. To ensure that, we have developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Staff team members are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our ice arenas and communities, and that requires full cooperation among our staff and our guests. Only through this cooperative effort can we establish and maintain the safety and health of our Lakeville Arenas.

Staff are responsible for implementing and complying with all aspects of this COVID-19 Preparedness Plan. Lakeville Arenas team members have our full support in enforcing the provisions of this policy.

Our guests and staff are our most important assets. We are serious about health and keeping our Lakeville Arenas safe for everyone. Involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved our team in this process by receiving feedback and recommendations from: Lakeville Arenas staff, Minnesota Ice Arena Managers Association (MIAMA), Lakeville Arenas Board, US Figure Skating, US Ice Rink Association, USA Hockey, Minnesota Hockey, City of Lakeville, ISD 194, State of MN, and our multiple ice arena user groups. Our COVID-19 Preparedness Plan addresses:

- Screening and policies for employees and guests exhibiting signs and symptoms of COVID-19
- Handwashing
- Respiratory etiquette: Cover your cough or sneeze
- Social distancing
- Housekeeping
- Communications and training

### Screening and policies for employees and guests exhibiting signs and symptoms of COVID-19

Staff and guests will be encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess staff and guest's health status prior to entering the ice arenas and for to report when they are sick or experiencing symptoms inside the ice arenas.

- ***Staff and guests prior to coming to the ice arenas will be asked to complete a Self-Check Health Screening Checklist created by the MN Department of Health (see Appendix A).***
- ***Staff and guests will be sent home or asked not to come in at any sign of illness.***

***Self-Check Health Screen Checklist includes:***

- Fever (100.4 F or higher), or feeling feverish?
- Chills?
- A new cough?
- Shortness of breath?
- A new sore throat?
- New muscle aches?
- New headache?
- New loss of smell or taste?

## **Handwashing**

Basic infection prevention measures are being implemented at our ice arenas at all times. Staff are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift, prior to any mealtimes and after using the restroom. Lakeville Arenas will have strategically placed hand-sanitizer dispensers that can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled. COVID-19 Best Practices for Ice Rinks posters which includes handwashing will be posted strategically in the ice arenas (see Appendix B).

- ***Staff are encouraged to wear disposable gloves as needed. Lakeville Arenas will supply disposable gloves.***

## **Respiratory etiquette: Cover your cough or sneeze**

Staff and guests are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and to avoid touching their face, in particular their mouth, nose and eyes, with their hands. They should dispose of tissues in the trash and wash or sanitize their hands immediately afterward. Respiratory etiquette will be demonstrated on COVID-19 Best Practices for Ice Rinks posters which will be posted strategically in the ice arenas (see Appendix B).

- ***Staff and guests are encouraged to wear masks. Masks must cover the nose and mouth. Lakeville Arenas will supply masks for staff. Staff can also wear their own personal mask.***

## **Social distancing**

Social distancing is being implemented in the ice arenas through the following controls:

- ***Staff communication to guests regarding the need to practice social distancing.***
- ***Staff and guests will be encouraged to follow social distancing practices within reason.***
- ***User groups are encouraged to develop their own COVID-19 Preparedness Plan and communicate it with their organization as well as share it with Lakeville Arenas.***

- ***COVID-19 Best Practices for Ice Rinks posters strategically placed in the ice arenas.***
- ***Modified, limited or no locker room access.***
- ***At this time drinking fountains and water fill stations will not be available for use. Guests need to plan accordingly and bring their own water bottle.***
- ***6-foot social distancing markers may be placed on locker room benches, player benches and heavily traffic areas in the ice arenas to promote social distancing.***
- ***Designated entry and exit doors to the ice arenas.***
- ***Scheduled events may be limited to the number of participants allowed in the ice arena at any given time.***
- ***No Spectator events allowed at this time. Minors will be restricted to having only one adult chaperone accompany them during their scheduled use.***
- ***User groups are encouraged to come dressed in their equipment as much as possible before arriving to limit the amount of time spent in the locker room together.***
- ***User groups should arrive no sooner than 20 minutes before their scheduled event.***
- ***User groups are encouraged to leave the premises within 20 minutes after their scheduled event is complete.***
- ***No gatherings allowed in the lobby areas before, during or after scheduled event.***
- ***Coaches/Instructors/Athletes will be requested to implement social distancing practices within reason for their user group during their scheduled event.***
- ***It is the responsibility of coaches/instructors to ensure social distancing guidelines are being implemented with their user group.***
- ***Contactless interactions whenever possible between staff and guests.***
- ***Staff will be encouraged to follow social distancing practices within reason. Staff are encouraged to wear a mask when required to work in close proximity (within 6 feet) of each other or guests.***

## **Housekeeping**

Regular housekeeping practices are being implemented, including routine cleaning and disinfecting of staff work areas and equipment, ice arenas lobby areas, restrooms, meeting rooms, locker rooms, bleacher areas, and player benches. Frequent cleaning and disinfecting will be conducted in high-touch areas, such as door handles, restroom touch areas and staff office areas including phones and computers.

- ***Staff encouraged to wear disposable gloves as needed. Lakeville Arenas will supply staff with disposable gloves.***

- ***At this time drinking fountains and water fill stations will not be available for use. Guests need to plan accordingly and bring their own water bottle.***

## **Communications and training**

The COVID-19 Preparedness Plan for Lakeville Arenas will be communicated with staff and staff will receive additional training as needed to implement the plan. The plan will be communicated to guests and user groups utilizing email, social media platforms and postings throughout Lakeville Arenas, any updates to the plan will be communicated to guests and user groups in a timely fashion. Lakeville Arenas staff are to monitor how effective the plan has been implemented. Lakeville Arenas staff are to work through this new program together and update the training as necessary. The COVID-19 Preparedness Plan for Lakeville Arenas has been approved by the Lakeville Arenas Board on May 20, 2020 and is available in the Arenas offices and online at [www.lakevillearenas.org](http://www.lakevillearenas.org). The plan will be updated as necessary.

# Appendix A – MN Department of Health Visitor and Employee Health Screening Checklist

[www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf](http://www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf)

CONDUCT HEALTH SCREENING EACH TIME EMPLOYEES OR VISITORS ENTER THE FACILITY.

You may also opt to conduct temperature screening if it can be done with proper social distancing, protection, and hygiene protocols. However, temperature screening is not required.

If a worker or visitor answers "Yes" to any of the screening questions or has a measured temperature above 100.4°F, they should be advised to go home, stay away from other people, and contact their health care provider.



## Visitor and Employee Health Screening Checklist

Have you had any of the following symptoms since your last day at work or the last time you were here that you cannot attribute to another health condition?

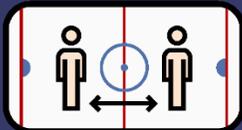
Please answer "Yes" or "No" to each question. Do you have:

- Fever (100.4 F or higher), or feeling feverish?
- Chills?
- A new cough?
- Shortness of breath?
- A new sore throat?
- New muscle aches?
- New headache?
- New loss of smell or taste?



# Appendix B – Minnesota Ice Arenas Managers Association COVID-19 Best Practices for Ice Rinks

[https://miama.org/members/wp-content/uploads/2020/04/MIAMA-Covid-Best-Practices-Sign.pdf?utm\\_source=mailpoet&utm\\_medium=email&utm\\_campaign=december-4-2019-miama-around-the-rink-bi-weekly-e-newsletter\\_70](https://miama.org/members/wp-content/uploads/2020/04/MIAMA-Covid-Best-Practices-Sign.pdf?utm_source=mailpoet&utm_medium=email&utm_campaign=december-4-2019-miama-around-the-rink-bi-weekly-e-newsletter_70)

 <b>COVID-19 BEST PRACTICES FOR ICE RINKS</b>		
<b>1)</b>  Wash and Sanitize Hands Often	<b>2)</b>  Maintain 6' of Social Distance	<b>3)</b>  Cover Coughs and Sneezes
<b>4)</b>  If You are Not Feeling Well, Stay Home	<b>5)</b>  Modified, Limited or No Locker Room Access	<b>6)</b>  Handshakes Discouraged
<b>7)</b>  No Spitting or Sharing of Water Bottles	<b>8)</b>  Do Not Gather Before, During or After Ice Times	<b>9)</b>  Keep Gloves on During Ice Times



## COVID-19 Preparedness Plan Highlights for Lakeville Arenas

- **Illness!** - Guests will be sent home or asked not to come in the Arenas at any sign of illness. Symptoms to look for include: Fever (100.4 F or higher), or feeling feverish? Chills? A new cough? Shortness of Breath? Sore throat? Muscle Aches? New headache? New loss of smell or taste?
- **Wash your hands!** - Please wash your hands with soap for at least 20 seconds or sanitize them frequently.
- **Cover your cough or sneeze!** - Guests are encouraged to wear masks when not on the ice.
- **No drinking fountains at this time!** - Plan accordingly and bring your own water bottle.
- **Maintain 6-foot social distancing!** - Stay apart in the lobby, locker rooms and within reason on the ice.
- **No spectators!** - Minors will be restricted to having only one adult chaperone accompany them.
- **Come dressed for your activity!** - This will help limit the amount of time spent in the locker room.
- **Arrive no sooner than 20 minutes prior to your ice time!**
- **Leave the Arenas within 20 minutes after your ice time ends!**
- **No gatherings in the lobby areas!**
- **Coaches/Instructors responsible to ensure social distancing guidelines are being met!**
- **Please follow the signage for entry and exit points into and out of the Arenas!**

[www.lakevillearenas.org](http://www.lakevillearenas.org)  
952-985-2170