

## VCRC SAFETY PLAN

The VCRC Safety Plan outlines the measures that will be followed to keep members, coaches, staff, volunteers and visitors safe. It aligns with orders and guidance provided by public health authorities, Rowing BC, Rowing Canada and Victoria Rowing Society.

People vary in their comfort levels and their risk of serious illness. The VCRC safety measures aim to provide an environment where as many members and coaches as possible feel comfortable returning to rowing.

It is also important that we adapt measures as we learn what works and what doesn't and in response to evolving public health guidance. This plan will be updated as we learn.

**Screening:** all athletes, coaches, volunteers and staff will be required to verbally acknowledge, each day, that they have completed the BC Self-Assessment. <https://bc.thrive.health/covid19/en>

**Anyone who is feeling unwell MUST stay home and will NOT be allowed on the VRS footprint.**

Island Health's COVID-19 Call Centre: 1-844-901-8442 [www.islandhealth.ca/covid19](http://www.islandhealth.ca/covid19)

### Equipment Use and Scheduling

- 1xs and household 2xs/2-s only.
- Each rower will be assigned a pair of shoes (to be taken home each day).
- Each athlete will be assigned a boat and oars to use; a boat and oars may be shared by multiple athletes.
- Boats and oars will be cleaned and disinfected after each use by a designated volunteer(s) (at least to start).
- Each "pod" of 6 athletes will have a designated launch time and must be in before the designated landing time. In general, athletes will row with the same "pod" of athletes. All boats in a training block will launch before any return to the dock. i.e., boats will not be launching and landing at the same time). Training groups will not overlap.
- Coached rows: coach will "reserve" launch times for athletes in MyFleet. (Athletes may view only).
- "Open" (non-coached) sessions: athletes will reserve launch time and boat in MyFleet (limited to the boats that has been assigned to them, or a private 1x).
- High Risk athletes: Defined training times will be provided for "high risk" athletes (those 65+ or with co-morbidities).
- Club boats and oars will be stored outside during the day.
- Those requiring assistance to carry and launch a boat: the rower carries the boat at the stern, the helper carries it at the bow.
- Report damage or maintenance to Equipment Co-ordinator or designated volunteer.
- Row and Go: Come ready to row. No coaching, congregating or socializing on land.

### On water Safety

- All rowers are required to pass the competency evaluation (written and practical).

- All rowers are encouraged to carry a PFD and whistle, and to row with a buddy.
- Athletes and coaches are expected to exercise caution and good judgement when deciding whether to go out in windy conditions.
- No introductory programs during re-opening phase.

### Facility Access

- No access to Spracklen Room, Porter lounge, kitchen, canteen, universal washroom.
- Washrooms: Limited access. No showering, changing or gear storage. Maximum one person at a time.
- Boat bays: maximum 2 people at a time in a bay.
- Docks: Staggered launch and landing times. Occupancy (per dock): 6 boats launching or landing at a time + 1-2 helpers. Maximum 8 (per dock).

### Cleaning, Hygiene and Sanitation

- 3 handwashing stations (1 at entrance, by workbay, 2 on tarmac).
- High touch surfaces will be cleaned and disinfected after each training block (every 3 hrs).
- Rowers will sanitize hands before touching the dock (during launching and landing).
- Stairs, stretchers, and coastal trailers (touch points) will be wiped with disinfectant after use.

### Compliance

The safety measures are in place to protect our community. Ignoring them puts the whole community at risk.

**The following violations will result in immediate suspension of rowing privileges.**

- Using the docks or facility at a time when you are not signed up, including when the boathouse is officially closed.
- Using a boat not assigned to you/for which you have not signed up.
- Accessing spaces that are closed or have restricted/limited access (Spracklen Room, Therapy Room, Porter lounge, kitchen, workbay).
- Repeatedly ignoring reminders to follow physical distancing, personal hygiene, occupancy limits and equipment cleaning measures.

#### **What to do if you see behaviours that concern you.**

- Be calm. Be kind. Be compassionate.
- Help each other follow safety measures by example – model best practices and behaviours- and gentle reminders.
- If you are aware of any of the above serious violations, please report them to the Site Co-ordinator immediately (in person, by text or via a personal message on Slack).
- Please do not engage in “public shaming”- whether in person or online.

## EQUIPMENT CLEANING PROTOCOLS

**Wash your hands before and after cleaning equipment.**

**Oars** after each use

- Wipe shaft, sleeve and collar with soapy water.
- Clean handle with soapy water (use scrub brush if visibly dirty or bloody).
- Rinse shaft, sleeve, collar and handle.
- Dip handles in disinfectant solution or wipe with disinfectant.
- Use nylon nail brush to scrub handle 1x/month? (may not be necessary for COVID, but good for oars)

**Boat:** after each use

- Use soap and water, and brush and/or cloth.
- Clean in the same order each time, so nothing gets missed.
- Pay special attention to areas that are touched:
  - Hull - carrying points (gunwales, inside grip)
  - Oarlocks and gates
  - Riggers
  - Footstretchers (side and centre bolts, tracks, Batlogic plates)
  - Inside of hull (foot well, seat deck)
  - Slides, Seat
  - Vent caps, drain plugs
- Rinse with hose.
- Undo vent cap, check slide wingnuts, wipe with disinfectant.
- Spray/wipe with disinfectant: seats, oarlocks, footplates/shoes, seat deck, side/centre track hardware, ventcaps, drain plug.
- It is not necessary for infection control to clean the entire exterior of the hull; however it is good practice for general care to wash, rinse or wipe the hull.

Return boat and oars to rack once cleaned. It may be helpful to tag a boat and oars as cleaned.

**Radios and megaphones:**

- Wipe with disinfectant wipes after each use.
- Wipe radio room door handle and key pad with disinfectant after use.

**Stretchers, coastal trailers:** Wash with soapy water and rinse with hose before putting them away.

**Coach boats, fuel tanks, kill cords, safety kit (if shared):**

- disinfect touch points after use: pull cord, tiller or wheel, shift lever, choke knob, kill cord, engine lift handle, handle of fuel tank, padlock, handle of safety kit.
- Spray with disinfectant and wipe (or spray cloth and wipe).

**Fuel tanks**

- Wipe handle and cap with disinfectant before refilling.

- Clean with soapy water, rinse and wipe with disinfectant after refilling.

**Do not use bleach as it harms the VRC septic system.**

**EcoMax multipurpose cleaner** (for boats)

**Simple Green Pro 3 Plus** (cleaner and disinfectant): 15 ml/1l water; no rinsing, air dry.

<https://simplegreen.com/products/d-pro-3-plus/>

**Virox Preempt HLD5** <https://www.viroxprobeauty.ca/tool-disinfection>

To re-order supplies: please email [clubadmin@vcrc.bc.ca](mailto:clubadmin@vcrc.bc.ca) (when supplies are running low - don't wait until we are out!)

## COVID-19 RESCUE PROTOCOL

- Check with and reassure the athlete in a calm voice.
- Ask them if they would prefer to get back into the 1x on their own or come into the coach boat.
- If they prefer to come into the coach boat, ask if they would prefer and are able to get into the coach boat unassisted (using grab lines, stirrup or cavitation plate).
- Where the coach needs to assist the athlete into the boat:
  - Put on a mask and gloves.
  - Ask the athlete to put on a mask and to turn their head away.  
When the athlete is safely in the coach boat (and after ensuring they are OK): remove your mask, mask (by the ears straps, do not touch the main part) then gloves, disinfect your hand with hand sanitizer and ask athlete to do the same.
- After returning athlete to the shore: clean the coach boat with soapy water, rinse, and disinfect (wipe with spray disinfectant).

## PERSONAL HYGIENE

The virus that causes COVID-19 is spread in droplets when you cough, sneeze, talk, or when you touch an infected surface and then touch your mucus membranes (eyes, nose, mouth).

- Practice physical distancing.
- Wash your hand often-when you arrive and when you leave (at a minimum)
- Avoid touching your face.
- Cough or sneeze into your elbow.
- Use assigned shoes (to be stored at home).
- Keep water bottle in ziplock or dry bag (along with hand sanitizer)
- Do not spit or clear nasal passages.

## ROLES AND RESPONSIBILITIES

### Everyone

- Stay up-to-date on public health recommendations.
- Abide by/support VRS and VCRC procedures, protocols, and guidelines to keep our community safe.
- Complete self-assessment (screening) before coming to the boathouse. **Do NOT come if you respond YES to any of the screening questions. STAY HOME if you are feeling unwell.**
- Follow public health guidance on personal hygiene and physical distancing.
- Leave your gear at home or in your car. There is no storage at the boathouse.
- Consider thoughtfully the size of your “personal bubble”. SLOWLY increase the number of different people you are in contact with (keep your bubble small). Remember your bubble includes all the contacts of everyone else in your bubble.

### VRS (VCRC) Site Manager

- Oversee/co-ordinate onland and dock movement.
- Open and close boathouse: boat bays, gas shed, coach boat dock gate, VCRC coach boat padlocks, coaches’ room (VCRC).
- Do regular facility cleaning as per protocol. Record in log.
- Prepare, refill and dispose of cleaning supplies. (Cloths should be replaced daily. We have a 2-3 day supply- so they can be washed in batches as needed).
- Contact VCRC Club Manager [clubadmin@vcrc.bc.a](mailto:clubadmin@vcrc.bc.a) when supplies are running low.
- Reinforce and enforce compliance.
- Screen and sign visitors and athletes in/out (athlete sign in/out may be done by member clubs)

### VCRC Equipment Cleaners

- Clean and disinfect boats, oars, stretchers.
- Assist athletes with carrying boats, as required. Athlete carries at the stern, you carry at the bow.
- Clean high-touch surfaces in VCRC area (coaches’ room, stairs) according to schedule and protocol). Record in log.
- Get and install spare parts as requested by athletes; do minor repairs, liaise with Clive re. repairs
- Fill fuel tanks.
- Contact VCRC Club Manager [clubadmin@vcrc.bc.a](mailto:clubadmin@vcrc.bc.a) when supplies are running low.

### Coaches

- Wash your hands when you arrive and before you leave- at a minimum.
- Get coaching equipment and coach boat ready. Wipe coaches’ room key pad and handle and radio room key pad and handle after touching.
- Only use gear (megaphone, radio, PFD, Safety kit, kill cord, fuel tank, coach boat) that has been assigned to you. In the event that you need to use another coach boat, please clean and disinfect it after use.

- Carry a ziplock or dry bag with 2 masks, gloves and hand sanitizer.
- Run sessions.
- Row and Go. Please do not socialise at the boathouse.
- Safety- be familiar with COVID-10 safety measures for rescues.
- Fuel tanks that need refilling should be put beside the truck.

## Athletes

- Ensure you are an active member of RCA, registered in a CURRENT VCRC program. (VCRC will not activate members until fees are fully paid or arrangements made to pay by installments)
- Row and Go. Please do not socialise at the boathouse.
- Do not share waterbottles, personal gear, food etc.
- We encourage all rowers to carry a PFD and whistle, and to buddy up. This is particularly important for rowers who are not confident they can do a self-rescue.
- Bring a ziplock or dry bag for your water bottle, dirty tissues and hand sanitizer. Fill your water bottle at home.
- Wash your hands when you arrive and before you leave- at a minimum.
- Sanitize your hands before pushing off the dock and before you touch the dock when you return.
- Respect the assigned launching and landing times. If you miss your “launching window” you will only be allowed to launch if/when there is space on the dock.
- Be efficient installing your shoes, setting your feet, getting your oars and boat down and launching.
- Be efficient landing and returning your boat and oars to the cleaning stretchers.
- **Arrival:** Wash your hands. Checkin. Put your boat on stretchers, install your shoes, set your feet. Carry your oars to the dock. Carry your boat to the dock.
- **Return:** Carry boat and oars to washing stretchers. Remove your shoes. Checkin. Report any damage or missing parts. Wash your hands. Leave the boathouse.
- You can leave your shoes on the dock- just keep 2m physical distance when you retrieve them upon your return.
- First boat out goes at far end of dock; first boat in goes at near end of dock.

## Private 1xs

- Please keep 2m physical distance when you go in to the boatbay. One person permitted in a bay at a time.
- Stairs: Please disinfect that the stairs (touch points) after you move them (both before and after your row). Spray with disinfectant and wipe.
- Coached rows: you will be assigned a launch time. The coach will “reserve” your spot in MyFleet.
- Open (unsupervised rows): please sign up on MyFleet in the spots designated for private 1xs.
- Clean and disinfect your boat and oars after your row (see Cleaning protocol). This is to protect others who MAY touch your boat or oars in order to get theirs out (and its good practice).
- Letting others use your private 1x: this is a personal decision. The actual user must be recorded in MyFleet (for safety and to allow contact tracing).