

# COVID-19 Preparedness Plan for Anoka Area Ice Arena

Updated 7-25-20

**Anoka Area Ice Arena** is committed to providing a safe and healthy workplace for all our workers. To ensure that, we have developed the following Preparedness Plan in response to the COVID-19 pandemic. Managers and workers are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplaces, and that requires full cooperation among workers and management. Only through this cooperative effort can we establish and maintain the safety and health of our workers and workplaces.

Management and workers are responsible for implementing and complying with all aspects of this Preparedness Plan. **Anoka Area Ice Arena** managers and supervisors have our full support in enforcing the provisions of this policy.

Our workers are our most important assets. We are serious about safety and health and keeping our workers working at **Anoka Area Ice Arena**. Worker involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved our workers in this process by holding meetings to determine appropriate solutions. Our Preparedness Plan follows Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines and federal OSHA standards related to COVID-19 and addresses:

- hygiene and respiratory etiquette;
- social distancing;
- housekeeping – cleaning, disinfecting and decontamination;
- identification and isolation of sick persons;
- communications and training that will be provided to managers and workers; and
- management and supervision necessary to ensure effective implementation of the plan.

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

Workers have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess workers' health status prior to entering the workplace and for workers to report when they are sick or experiencing symptoms.

- All employees will be asked to monitor their own health
- If any symptoms are present, employees are asked to report these to their manager, who will document the situation, then facilitate a replacement.

**Anoka Area Ice Arena** has implemented leave policies that promote workers staying at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household. Employee sick leave policy will be extended to 14 days to allow for an individual to follow standard quarantine practices. Beyond 14 days, employees would be eligible to use the

standard Family Medical Leave Act (FMLA). Accommodations for workers with underlying medical conditions or who have household members with underlying health conditions will be handled on a per case basis.

**Anoka Area Ice Arena** has also implemented a policy for informing workers if they have been exposed to a person with COVID-19 at their workplace and requiring them to quarantine for the required amount of time. Should employee or known guest be officially diagnosed with COVID-19 Anoka Area Ice Arena will contact by phone and by email any and all workers who may have been exposed.

In addition, a policy has been implemented to protect the privacy of workers' health status and health information. The identity of anyone being officially diagnosed with COVID-19 will be kept private under penalty of HIPAA law and loss of employment.

## Hand washing

Basic infection prevention measures are being implemented at our workplaces at all times. Workers 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 toilet. Some workplaces may have hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) that can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled.

Anoka Area Ice Arena employees and management will meticulously monitor and maintain all hand washing/sanitizing equipment.

## Masking

According to MDH guidelines all participants, parents, caregivers and spectators are required by executive order 20-81 to wear mask when inside Anoka Ice Arena starting 7/25/2020.

All participants, coaches and referee's can remove their mask to participate in the events on the ice surface. Once the practice, scrimmage or game is completed masks should be put on once they return to the locker rooms.

## Respiratory etiquette: Cover your cough or sneeze

Workers and visitors 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 posters and supported by making tissues and trash receptacles available to all workers and visitors. These guidelines will be reinforced in daily communication with employees, along with postings around the facility.

## Social distancing

Social distancing is being implemented in the workplace through the following engineering and administrative controls: Groups and teams will be limited to 2 pods/groups of 25 or less on the ice. Start times for all activities

will be staggered to prevent overlap in arrival and departure. Groups are asked to have and submit their own internal policy regarding social distancing to Anoka Area Ice Arena for our approval and certification. When working in the facility workers are required to adhere to social distancing policy whenever possible. Workers and visitors are prohibited from gathering in groups and confined areas, and from using other workers' personal protective equipment, phones, computer equipment, desks, cubicles, workstations, offices or other personal work tools and equipment.

## Housekeeping

Regular housekeeping practices are being implemented, including routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, and areas in the work environment, including restrooms, break rooms, lunch rooms and meeting rooms. Frequent cleaning and disinfecting will be conducted in high-touch areas, such as phones, keyboards, touch screens, controls, door handles, elevator panels, railings, copy machines, etc. Locker Rooms will be disinfected after each use.

## Communications and training

This Preparedness Plan was communicated via email and printed posting in office to all workers **7-15-20** and necessary training was provided. Additional communication and training will be ongoing and provided to all workers who did not receive the initial training. Managers and supervisors are to monitor how effective the program has been implemented by performing weekly check-ins with employees. Management and workers are to work through this new program together and update the training as necessary. This Preparedness Plan has been certified by **Anoka Area Ice Arena** management and was posted throughout the workplace **7-15-20**. It will be updated as necessary.

Certified by:

**Bob Erickson**

**General Manager**

**Anoka Area Ice Arena Association, Inc**

## Hockey Specific - <https://www.minnesotahockey.org/covid19>

- A. Events to have 25 or less attendees per ice sheet, including instructors/coaches - if using full ice sheet with the exception of Scrimmages and Games.
- B. 50 or less attendees per ice sheet if using Pods with no more than 2 Pods of not more than 25 people in a Pod including instructors/coaches. Pods CANNOT inter-mingle.
- Athletes are to come dressed and use locker room(s) for putting on skates and bag storage only arriving no sooner than 15 minutes before the scheduled ice time.

- All Clubs, Groups and Organizations along with participants will be responsible for their own health screening prior to entering the facility. Any participant showing signs of illness will be asked to leave the facility.
- All Clubs, Groups and Organizations are asked to have and submit their own Covid Preparedness Plans to Anoka Ice Arena
- Athletes and Coaches are asked to leave the premises 10 minutes after ice time is complete.
- Coaches are asked to follow social distancing practices during the event.
- All visitors, spectators are required to wear a mask while in the facility.
- Participants are required to wear a mask walking into the facility and walking out of the facility.
- Participants are not required to wear a mask while on ice for their activity.
- Coaches on bench for games, scrimmages or practice are required to wear masks.
- Active players and coaches will not be required to wear a mask while on the ice for practices.
- Practice Social Distancing with each other – stay 6’ or more away from others.
- No Showers will be available.
- Failure to comply with posted rules will result in additional education or loss of ice time.
- We offer [LiveBarn.com](https://www.livebarn.com) as an option to watch practices and competitions/games/scrimmages.