

COVID-19 safety plan

Company details

Business name: **Essa Township**

Revision date:

Date completed: **January 14, 2022**

Developed by: **Parks and Recreation Dept.**

Division/group: **Outdoor Rinks**

Others consulted: **SMDHU & SCRA**

Date distributed: **January 15 2022**

1. How will you ensure all workers and members of the public know how and are able to keep themselves safe from exposure to COVID-19?

Actions:

- Ensure all required signage (capacity limits, screening, physical distancing) is present at all amenities through daily inspections of each location
- Ensure all required signage is up to date with current Ministry of Health standards through weekly conferences with the SMDHU.
- Ensure all required information can be accessed via the township's website as well as at each outdoor amenity.

2. How will you screen for COVID-19?

Actions:

- A link to the Self screening (a passive screening questionnaire created by the Ontario government) will be on the signage present at each rink as well as our website. By using the Ontario governments self screening tool we know it is up to date with all information on symptoms.

3. How will you control the risk of transmission at the Outdoor rinks

Actions:

- The risk of transmission will be controlled at our Outdoor rinks by individuals abiding by the rules and requests in place, i.e. physically distance from others where possible, wear a mask when possible, do not use the amenity if unwell etc.
- Staff will be by on a rotating basis to sanitize major touch points using (_____) and a mechanical fogger.
- Staff will also be by on a rotating basis to ensure compliance with the rules and capacity limits stated.

4. What will you do if there is a potential case, or suspected exposure to, COVID-19 at your workplace?

Actions:

- Chain of command for communication would be for the employee to leave work immediately and inform their direct supervisor. The supervisor would inform Management and in turn Management would inform the CAO and all close contacts.
- Employees who test positive for Covid-19 must quarantine for a minimum of 5 days and are symptom free for a full 24 hours accompanied by a negative test assuming they are double vaccinated. Employees who are not double vaccinated must quarantine for 10 days and are symptom free for 24 hours with a negative test.

5. How will you manage any new risks caused by changes to the way you operate your business?

Actions:

- Regular, open communication between Staff, Supervisors and Managers allow for discussion and review of operational protocols.

6. How will you make sure your plan is working?

Actions:

- Weekly communication with the SMDHU to discuss operational requirements and changing Ministry of Health standards.
- Regular and open communication between Staff, Supervisors and Managers.

COVID-19 safety plan – snapshot

This snapshot can be posted in a place where it can be seen easily so your workers, clients and other people entering the workplace will know what actions are being taken.

Business name: **Essa Township**

Division/group: **Parks and Recreation/
Outdoor Amenities**

Date completed: **January 14, 2022**

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Measures we're taking

How we're ensuring workers know how to keep themselves safe from exposure to COVID-19

- Proper PPE
- Physically distancing
- Active screening/ wellness checks

How we're screening for COVID-19

- Passive Screening required for use of public outdoor amenities.

How we're controlling the risk of transmission in our workplace

Physical distancing and separation

- 6 ft physical distancing between workers, patrons etc.

Cleaning

- Disinfectant wipes and mechanical fogger (Vital oxide)

What we will do if there is a potential case, or suspected exposure to, COVID-19 at our workplace

- Communicate and Quarantine as necessary

How we're managing any new risks caused by the changes made to the way we operate our business

- Communication

How we're making sure our plan is working

- Regular check ins