



THE ° CALGARY ° TENNIS ° CLUB

The Calgary Tennis Club

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CTC 2021 Youth Programs Procedures and Policies

COVID-19 Risk Mitigation

<p>Safety</p>	<ul style="list-style-type: none"> • Staff members, parents or guardians and children must not attend the program if they are sick, even if symptoms resemble a mild cold. <ul style="list-style-type: none"> ○ Symptoms to look for include fever, cough, shortness of breath, sore throat, runny nose, nasal congestion, headache, and a general feeling of being unwell. • Parents and guardians <u>MUST</u> run the Screening Checklist daily prior to coming to the program. <ul style="list-style-type: none"> ○ <u>See Screening Checklist at the end of this document.</u> • Coaches/staff will always conduct active symptom screening of each child every day with the parent or guardian as they drop off their children. • Coaches will keep daily records of attendance to facilitate contact tracing in the event of an outbreak. <ul style="list-style-type: none"> ○ Any program connected to a confirmed or probable case of COVID-19 will be required to close for a minimum of 72 hours to allow contact tracing, and then adhere to recommendations from Alberta Health. ○ For children under 18, we require parental/guardian consent for this information collection to support contact tracing. <ul style="list-style-type: none"> ▪ Information about attendees will only be requested by Alberta Health Services if a potential exposure occurs onsite. ▪ Any personal information that is collected for COVID-19 contact tracing can only be used for this purpose, unless an individual, or parent or guardian provides their consent
<p>Illness</p>	<ul style="list-style-type: none"> • If a child develops symptoms while at the program, the child would be isolated away from other children and the parent or guardian should be notified to come and pick up the child immediately. <ul style="list-style-type: none"> ○ Parents and guardians must leave emergency contact information in the event that their child develops any symptom. • All items used by the child while isolated should be cleaned and disinfected as soon as the child has been picked up. Items that cannot be cleaned and disinfected (e.g. tennis balls) will be removed from the program and stored in a sealed container for a minimum of 7 days. • If a coach develops illness while at work, they should immediately remove themselves from any contact with others, notify their supervisor and go home.
<p>Drop Off and Pick Up Procedures</p>	<ul style="list-style-type: none"> • We encourage players to be dropped off no more than 5 minutes prior to the start of their program. • Please ensure players are picked up/accounted for 5 minutes prior the end of their scheduled session. We ask that either the player or parent/guardian checks out with the coach when they leave if possible.

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	<ul style="list-style-type: none"> • Curbside drop-off/pickup, no spectating during the program and cellphone pickups are encouraged.
Physical Distancing	<ul style="list-style-type: none"> • Maximum of 10 total individuals, including all coaches, trainers, and participants. • 3 metres of physical distancing will be maintained between groups of 10 and the groups do not intermingle. • 2-meter distance between players will be maintained at all times; coaches or trainers may enter physical distancing space for brief interactions with participants (for example, to correct form or technique) • Players will have a designated area to put their belongings to ensure physical distance among participants.
Use of Equipment and shared spaces	<ul style="list-style-type: none"> • Each player will be assigned a uniquely marked tennis ball at the beginning of the camp that only themselves will be allowed to handle with their hands. All other balls must be pushed with their shoes or racquet. • Programs are limited to a 4:1 player to coach ratio, with a cohort group max of 10 including coaches. Cohort groups will remain separate from other cohorts. • Balls and borrowed tennis racquets will be returned to Staff at the end of each session. <ul style="list-style-type: none"> ○ Staff will clean and disinfect borrowed racquets at the end of each session ○ If a player requires to borrow a racquet, parent or guardian must email headpro@calgarytennisclub.com prior to the first day of class to ensure all equipment is disinfected and ready for the child to use at the beginning of the first session. ○ Staff will ensure proper hand hygiene and sanitation when storing equipment. • If programs are interrupted due to inclement weather, players would have a designated area inside the clubhouse. If the rest of the session is cancelled, parents/guardians will be contacted for immediate pick up.
Snacks and water bottles	<ul style="list-style-type: none"> • Each player should bring their own water bottle. • Staff will be enforcing a “no food sharing” policy and ensure all players bring their own water bottles. • Players should label personal belongings. • Before “snack time” players will be asked to wash their hands or use their own hand sanitizer. Physical distance will be maintained by staggering use of the washroom facilities. • During “snack time” players will be kept at an appropriate distance between each other.
Face Covering	<ul style="list-style-type: none"> • Effective August 1st, 2020, in accordance with the City of Calgary bylaw regarding face coverings in indoor public spaces, all players MUST bring a face mask to use when entering the clubhouse for any reason (refilling water bottles, use of washrooms, etc.) • Players would not be required to use one while outdoors or during physical activities. • Parents or guardians that need to enter the clubhouse will be required to use a mask.

Screening checklist

If an individual answers yes to any of the questions, they must not be allowed to participate in the sport. Children and youth will need a parent to assist them to complete this screening tool.

1	Does the person attending the activity, have any of the below symptoms:	CIRCLE ONE	
		YES	NO
	• Fever	YES	NO
	• Cough	YES	NO
	• Shortness of Breath / Difficulty Breathing	YES	NO
	• Sore throat	YES	NO
	• Chills	YES	NO
	• Painful swallowing	YES	NO
	• Runny Nose / Nasal Congestion	YES	NO
	• Feeling unwell / Fatigued	YES	NO
	• Nausea / Vomiting / Diarrhea	YES	NO
	• Unexplained loss of appetite	YES	NO
	• Loss of sense of taste or smell	YES	NO
	• Muscle/ Joint aches	YES	NO
	• Headache	YES	NO
	• Conjunctivitis	YES	NO
2	Have you, or anyone in your household, travelled outside of Canada in the last 14 days?	YES	NO
3	Have you or your children attending the program had close unprotected* contact (face-to-face contact within 2 metres/6 feet) with someone who is ill with cough and/or fever?	YES	NO
4	Have you or anyone in your household been in close unprotected contact in the last 14 days with someone who is being investigated or confirmed to be a case of COVID-19?	YES	NO

If you have answered “**yes**” to any of the above questions do not participate. Go home and use the [AHS Online Assessment Tool](#) to determine if testing is recommended.

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