
COVID-19 SAFETY PLAN



QUALICUM & DISTRICT CURLING CLUB
September 2020



Table of Contents

SECTION	PAGE
INTRODUCTION	3
RISK ASSESSMENT	3
RISK ELIMINATION MEASURES IN PLACE	5
• CAPACITY	5
• PHYSICAL DISTANCING	5
• BARRIERS	5
• GUIDELINES	6
• PERSONAL PROTECTIVE EQUIPMENT (PPE)	6
• CLEANING & HYGIENE PRACTICES	7
• COMMUNICATION & TRAINING	7
• MONITORING & SAFETY PLAN UPDATES	8
STAFF TRAINING PLAN	8
APPENDIX A – RETURN TO CURLING – GENERAL GUIDELINES	10
APPENDIX B – RETURN TO CURLING - LEAGUE GUIDELINES	12

INTRODUCTION

Coronavirus Disease 2019 (COVID-19) is a respiratory disease caused by the SARS-CoV-2 virus. To reduce the impact of COVID-19 outbreaks on staff and members, it is important to carefully plan for operating QDCC with the threat of COVID-19 in the community and province.

This plan will address safety and protocols/guidelines for workers, members and guests. The plan is the responsibility of the Board of Directors and managed by the Club Manager on an ongoing basis.

RISK ASSESSMENT

- QDCC employs four workers on a seasonal basis with a few part-time workers and volunteers during bonspiels.
- Staff are at highest risk for coming in contact with a person with COVID-19 while working at QDCC when leagues and bonspiels are taking place and members and guests are in the building.
- Staff are at lowest risk when the building is empty or with very few workers or members.
- The table below identifies the risk and risk factors for QDCC staff and volunteers.

Worker	Risk	Risk factors
Ice Technicians (2)	Frequent and/or close contact with staff, members & guests who may have symptoms or be infected with COVID-19. Interaction may occur while cleaning/maintaining the sheets of ice.	<ul style="list-style-type: none"> • Ice cleaning machinery • Rock handles • Measuring devices • Door handles • Light switches • Security key pads • Phones • Bathrooms • Security key pad
Club Manager	Frequent and/or close contact with staff, members & guests who may be infected with COVID-19. Interaction may occur while managing in-person registrations, handling payments, answering queries, preparing bank deposits, interacting with couriers and other vendors, attending Board meetings, and assisting other staff with various tasks.	<ul style="list-style-type: none"> • Door handles • Light switches • Security key pad • Phones • Bathrooms • Credit/debit machine • Cash • Computer keyboards & screens • Photocopiers • File cabinets

Bar Manager	Frequent and/or close contact with staff, members and guests who may be infected with COVID-19. Interaction may occur while taking order, dispensing refreshments, cleaning tables, receiving deliveries from vendors and managing clients while in the Lounge.	<ul style="list-style-type: none"> • Door handles • Light switches • Tables & chairs • Cash register & credit/debit machine • Cash • Security key pad • Liquor products (kegs, bottles, cans) • Glassware • Bathrooms
Custodian	Frequent and/or close contact with staff, members & guests who may be infected with COVID-19. Interaction may occur while cleaning the Facility.	<ul style="list-style-type: none"> • Door handles • Light switches • Bathrooms • Security key pad
Café Manager/ Contractor	Frequent and/or close contact with staff, members & guests who may be infected with COVID-19. Interaction may occur while taking orders, serving food, cleaning tables and handling used dishware and cutlery.	<ul style="list-style-type: none"> • Kitchen equipment • Dishware & cutlery • Door handles • Light switches • Tables & chairs • Bathrooms • Cash • Security key pad
Volunteers (Coaches, Café or Lounge workers)	Frequent and/or close contact with staff, members & guests who may have symptoms of or be infected with COVID-19. Interaction may occur while coaching curlers in the ice area or while taking food or drink orders, serving food or drinks, cleaning tables and handling used dishware and cutlery.	<ul style="list-style-type: none"> • Rock handles • Measuring devices • Curling brooms • Kitchen equipment • Dishware & cutlery • Door handles • Light switches • Tables & chairs • Bathrooms

Members are at highest risk for coming in contact with a person with symptoms of or are infected with COVID-19 while in the building prior to curling, while at play during leagues and bonspiels and after play when visiting the café or lounge. Risk factors for members include door handles, light switches, bathrooms, stair railings, tables & chairs, glassware, dishware and cutlery, curling equipment (rocks, scoreboard markers, measuring sticks), cash and credit/debit machine.

Members are at no risk of contracting COVID-19 at QDCC if they are not in the building.

RISK ELIMINATION MEASURES IN PLACE

CAPACITY

- A capacity limit of 50 people or less at one time is enforced in the building including the four staff members.
- Signage on the main entrance door and lounge area indicate this number.
- Spectators are not permitted in the building during league or bonspiel play to ensure the capacity limit remains intact.
- Staff will monitor the activity when members are in the building to ensure capacity stays within this limit.
- Changes to the capacity limit as instructed by the Provincial Health Officer, Minister of Public Safety, Solicitor General, WorkSafe BC, Government-Via Sport, or Municipal authority, will be monitored and incorporated as required.

PHYSICAL DISTANCING

- Physical distancing measures are in place with tables in the building spaced 2m apart, restrooms are limited to one person at a time, markers in the ice area indicate where curlers stand during play and guidelines have been created to instruct curlers how to play the game to ensure physical distancing.
- The locker room has been closed as it does not allow for proper physical distancing when members are playing games.
- Spectators are not allowed in the building during leagues or bonspiels to ensure the capacity limit is maintained.
- Staff will monitor activity in the building and remind members of the guidelines if required.
- While staff are interacting with each other, they have been briefed on maintaining 2m apart whenever possible and to wear masks or shields if physical distance cannot be maintained or use other means to interact such as by phone or via videoconference for meetings.
- Typically not all staff are in the building at the same time thereby reducing the amount of interaction experienced on a daily basis. As well, the Club is not open on weekends unless there is a bonspiel event.

BARRIERS

- Plexiglass barriers are installed in the café, lounge and office areas to maintain physical distancing.
- The barriers create distance between staff and customers and still allows for transactions to take place safely.

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- Staff are responsible for positioning behind the barriers and instructing members if they are unaware where to stand or interact with staff (decals on the floor and in the ice area will assist with instructing members). Staff will also be wearing masks or shields when not able to physically distance behind the plexiglass.
 - Staff have been briefed to respect the barriers in place when interacting with each other and to report any deficiencies in the barriers to the Board for immediate maintenance or repair.
 - Cleaning of barriers is the responsibility of the Custodian who will do it as part of the daily cleaning regime.

GUIDELINES

- Operating guidelines have been written, approved by the Board of Directors and communicated to staff and members.
- The guidelines outline protocols for visiting and playing within the building including entry and exits; cleaning of curling and non-curling equipment; where to stand before, during and after play; how to order food and refreshments in the lounge and café; no renting or sharing of equipment; closure of the locker room; and much more.
- The guidelines are on the Club's website and were sent to all members via email and communicated through social media channels. Copies of the guidelines are on display at the Club for all staff and curlers to refer to (in addition to the Curling Canada and CurlBC Return to Curling Guidelines).
- The QDCC documents will be updated and re-communicated as necessary when the ongoing coronavirus requirements change as directed by the Provincial Health Officer, Minister of Public Safety, Solicitor General, WorkSafe BC, Government-Via Sport, Municipal authority, CurlBC and Curling Canada. See the Appendices at the end of this plan for copies of the documents.
- Staff will remind members of the guidelines if they are not followed while in the building.
- Staff were provided copies of the guidelines and briefed in-person at the start of the season by the Club Manager and Board Chair and new employees hired during the curling season will be briefed at that time.
- Changes to the guidelines are monitored and updated by the Club Manager as needed.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

- All staff have been provided masks or face shields for use when interacting with members. Gloves are optional based on the type of work the staff are doing, for example, the custodian will wear gloves when cleaning and change the gloves each time they clean.

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- Staff were briefed in-person at the start of the season on the proper use of PPE by the Club Manager and Board Chair and new employees hired during the curling season will be briefed at that time.
 - Supplies of PPE are monitored by the Club Manager and ordered as needed.
 - Members are encouraged to wear masks while in the building, but not while curling as this is not recommended by SportMedBC.

CLEANING & HYGIENE PRACTICES

- All staff have access to hand washing stations in the washrooms, café and lounge and hand sanitizer dispensers are located in all areas of the building including the washrooms, café and lounge.
- Staff have been instructed on the proper hand washing technique and to do so prior to the start of their shift, during their shift as required and at the end of their shift. Signage with instructions on proper hand-washing are posted in the building.
- The Custodian is responsible for monitoring hand washing and sanitizer supplies and replenishing supplies as needed.
- The Ice Technician is responsible for cleaning the ice area before each curling game including the curling equipment used by members and the equipment used by the ice technicians.
- The Custodian is responsible for **daily** cleaning of the lower lobby areas including tables, chairs, floors, door handles, railings, and washrooms. Cleaning may also be done between curling draws as necessary to ensure a clean environment for members.
- The Bar Manager is responsible for **daily** cleaning of the Lounge including cleaning tables, chairs, floors, drinkware, and credit/debit machine. The Custodian is responsible for **daily** cleaning of the floors, door handles and washrooms in the Lounge. Cleaning may also be done between curling draws as necessary to ensure a clean environment for members.
- The cleaning supplies to be used are sanitizing wipes, soap and water, appropriately diluted bleach, floor cleaner, disinfectant spray, washable cleaning cloths, washable mop heads, and paper towels.
- Members are instructed to use hand sanitizer when entering the building and the café and lounge areas.
- Signage in the washrooms encourages proper hand washing after use of the washrooms.
- Disinfectant wipes are available for use in the lobby area to clean pens used for sign-in and the ice area if members would like to clean their rock or broom handles and for use when using the measuring devices.

COMMUNICATIONS & TRAINING

- Staff were part of the Re-opening Planning Committee during the off-season for the preparation of COVID-19 policies and guidelines.
- Staff were briefed in-person at the start of the season by the Club Manager and Board members as a reminder of the protocols for re-opening and operation during the season and what to do if they feel ill.
- Staff were provided with copies of the documents for staff and members and know they can find on-line copies on the Club's website.
- New employees hired during the curling season will be provided with paper copies of the guidelines and briefed in-person by the Club Manager or Board members at that time.
- Staff are encouraged to bring forward any issues that may arise to Board and result in a change of the guidelines.
- Members were provided the Return to Curling guidelines by email and on social media before the season started and the documents are available on the Club's website.
- Any updates will be communicated by email and social media and revised documents posted on the Club's website.
- All league representatives were briefed on the guidelines and will be responsible for assisting with enforcing the guidelines during league play.

MONITORING & UPDATING SAFETY PLAN

- The Club Manager and Board will monitor any changes to the ongoing coronavirus requirements from the Provincial Health Officer, Minister of Public Safety, Solicitor General, WorkSafe BC, Government-Via Sport, Municipal authority, CurlBC and Curling Canada and adjust the safety plan and guidelines as required.
- Changes will be made to the documents and communicated to staff and members via email, in-person when at the Club, through social media. The updated documents will be available on the Club's website.

STAFF TRAINING PLAN

Staff showing symptoms of COVID-19 are prohibited from the workplace. The following is criteria to help make that decision whether to come to work or who may feel ill at work:

- Anyone who has had symptoms of COVID-19 in the last 10 days. Symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat, and new muscle aches or headache.

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- ❑ Anyone directed by Public Health to self-isolate.
 - ❑ Anyone who has arrived from outside of Canada or who has had contact with a confirmed COVID-19 case must self-isolate for 14 days and monitor for symptoms.
 - ❑ Sick individuals should report to first aid (or designated individual), even with mild symptoms.
 - ❑ Sick workers should be asked to wash or sanitize their hands, provided with a mask, and isolated.

If a worker exhibits symptoms or feels ill at work, ask the worker to go straight home. [Consult the BC COVID-19 Self-Assessment Tool, or call 811 for further guidance related to testing and self-isolation.]

If the worker is severely ill (e.g., difficulty breathing, chest pain), call 911. Clean and disinfect any surfaces that the ill worker has come into contact with.

CAFÉ OPERATIONS

- General Cleaning Protocols – Refer to Page 7 – Cleaning & Hygiene Practices for details about general cleaning protocols.
- Handwashing – All staff should follow handwashing procedures near all sinks (follow signage provided by WorkSafeBC).
- Sanitizing – Sanitize tables and chairs when guests leave the café/lobby area. Remove all dishes and drinkware or other items.
- Physical Distancing – Wear a mask or face shield when more than one worker is present in the café. Try to maintain as much distance as possible when working in the café. Remain behind the plexiglass when taking and serving orders.
- Coffee/Tea Self-Service – Remind patrons to wash or sanitize their hands and maintain a two-metre distance from one another (point out signage and floor decals); and frequently clean and sanitize high-touch surfaces at the station and utensils that are used for self-service.
- Handling Cash Transactions – Before serving food or drinks, wash and sanitize hands after handling cash.
- Serving Food – Leave food or drinks at the end of the café counter for patrons to pick up themselves. Do not allow other patrons to handle food or drinks that are not theirs.
- Condiments – Clean and sanitize condiments containers after use (eg. ketchup, salt and pepper shakers, etc.). Where possible, provide single-use options.
- Leftover Food - If customers ask to take unfinished food with them, provide packaging and let the customer put the food into the container.
- Menus - Use the café whiteboard or menus that can be cleaned after touching vs. traditional paper menus.

LOUNGE OPERATIONS

- General Cleaning Protocols – Refer to Page 7 – Cleaning & Hygiene Practices for details about general cleaning protocols.
- Sign in – Instruct all patrons to sign in and use hand sanitizer before entering the Lounge.
- Handwashing – All staff should follow handwashing procedures near all sinks (follow signage provided by WorkSafeBC).
- Sanitizing – Sanitize tables and chairs when guests leave the Lounge. Remove all drinkware or other items.
- Physical Distancing – Wear a mask or face shield when more than one worker is present to serve drinks. Try to maintain as much distance as possible when working in the café. Remain behind the plexiglass when taking and serving orders. Remind guests to remain seated while in the Lounge.
- Water – Pour glasses of water upon request of guests.
- Handling Cash & Credit Transactions – Before serving drinks, wash and sanitize hands after handling cash. Sanitize the credit/debit machine keypad between uses.

APPENDIX A



QDCC Return to Curling Guidelines – 2020-2021

Please read the following carefully as they are in place to mitigate the risks to members and staff of contracting COVID-19.

GENERAL GUIDELINES

- **DO NOT COME TO THE CLUB IF YOU FEEL ILL, HAVE ANY COVID-19 SYMPTOMS or HAVE TRAVELLED OUTSIDE OF CANADA.**
- **Barriers** - Plexiglass barriers are in place at point of sale locations. Staff will have appropriate training and protective equipment for the work they are doing.
- **Capacity** - Club capacity will be monitored and controlled. Try to limit ‘drop in visits’; please book an appointment with the Manager (Bev Shaw) to conduct business.
- **Cleaning** - Surfaces, touch points, doors, and washrooms in all areas will be cleaned and disinfected frequently.
- **Curling equipment** - Rocks and scoreboard markers will be sanitized before each game. Members will be responsible for cleaning the measuring devices before each use with the disinfectant wipes provided in the ice area.
- **Declaration of Compliance re COVID-19** – All members must declare they are symptom-free of COVID-19 before playing by signing the attendance form prior to each game. This helps with contact tracing if a member receives a positive diagnosis of COVID-19. If you choose not to sign the declaration, you will not be allowed to play.
- **Entering & Exiting the Lower Lobby Area** – Entering and exiting is permitted from the front door (Veterans Way) to access the lower lobby level and the Lounge. The back door (Church Parking Lot) will only be used for exiting the building. When using the stairs, only one person at a time please (or couple if you come to the Club together). Please wait your turn and social distance appropriately and follow all arrows and signage.
- **Locker Room** – The locker room will be closed. **Curlers must come ready to play** with the exception of changing shoes. Please do not use the restrooms to change. See “Before You Play” for details.
- **Lounge & Café** - The Lounge and Café will be open, but times are limited to league play or bonspiels. Please follow all social distancing guidelines and cleaning protocols.
- **Payments** - Debit or credit card with “tap” payment is strongly recommended in the Lounge and Pro Shop. Pin pads will be disinfected after each use. Cash only will be accepted in the Café.
- **Physical distancing** - Physical distancing of 2 metres (6 feet) is required and will be applicable in all areas. Observe all signage and markings on the floor.
- **Practice Ice Time/On-ice Instruction** – There will be no practice ice time available for the Fall session. This decision will be revisited often and when possible, re-instated. Any lessons/instruction will be available by appointments only through the Manager (Bev Shaw) at 250-752-6162 or email manager@qualicumcurling.ca.
- **Restrooms** - Restrooms are limited to one person at a time. Vacant/Occupied indicators on each door have been installed. Please use them when using the restrooms. Wash your hands after use (obviously).
- **Sanitizers & Masks** - Use provided hand sanitizer as you enter the Club. Masks are optional, but may be preferred while in the lower lobby area prior to going into the ice area.
- **Spectators** – No spectators will be allowed in the building during games with the exception of parents who are accompanying their children for the Junior Program.
- **Waivers** – All members must sign the Club waiver when registering on-line.

THE LOUNGE

- **Capacity** - A maximum of 34 persons are allowed in the Lounge with 4 members per table (x 8 tables) plus 2 members at one tall table.
- **Cleaning** - Surfaces, touch points, doors, and washrooms in all areas will be cleaned and disinfected frequently.

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- **Clearing Tables** - When leaving, place your empty glasses and cans in the bins provided near the back door exit, then either exit by the back door (Church Parking Lot exit) or follow the arrows to exit by the main Lounge door.
 - **Entry & Exits** – Enter only using the main Lounge door. Follow the floor markings and ensure only one person is on the stairs at one time. You may exit through the main Lounge door where you entered or the back door (Church Parking Lot exit), but please note there are a large number of stairs and can be slippery when wet. When using the stairs, only one person at a time please (or couple if you come to the Club together). Please wait your turn and social distance appropriately and follow all arrows and signage.
 - **Equipment** – Leave curling brooms and shoes in the main lobby area (near Community Hall washrooms) before you enter the Lounge or near the trophy area in the Lounge. Maintain physical distancing when picking up your equipment as you leave.
 - **Opening Times** - The Lounge is only available during league play or bonspiels.
 - **Payment** - Debit or credit card with “tap” payment is strongly recommended. Pin pads will be disinfected after each use.
 - **Physical Distancing** - Physical distancing of 2 metres (6 feet) is required. Observe all signage and markings on the floor.
 - **Restrooms** - Restrooms are limited to one person at a time. Wash your hands after use (obviously).
 - **Sanitizers & Masks** - Use provided hand sanitizer as you enter the Lounge. Masks are optional.
 - **Seating** - Seating is set for teams of 4 only. No spectators are permitted until the capacity limit is increased.
 - **Sign in** – Sign in when you arrive (name and phone number required). This record is kept for contract tracing and will be kept confidential and not distributed.
 - **Spectators** – No spectators will be allowed in the building during games with the exception of parents who are accompanying their children for the Junior Program.

THE CAFE

- **Cleaning** - Surfaces, touch points, doors, and tables will be cleaned and disinfected frequently.
- **Eating spaces** - Eating in the lower lobby area will be allowed with 4 members per table when no leagues are scheduled to play. After eating, place your used dishes and cutlery in the bin provided.
- **Hours** – Hours will be posted at the Club.
- **Payment** - Cash only please.
- **Physical Distancing** - Physical distancing of 2 metres (6 feet) is required. Observe all signage and markings on the floor.
- **Pre-Ordering** - Some leagues will be required to pre-order food prior to play.
- **Serving Food** - All food will be served by café staff. Take-out or eat-in will be available. Coffee/tea is self-serve; please sanitize your hands first and observe physical distancing signs and floor decals.

THE PRO SHOP

- **Merchandise** - The Pro Shop inside the Manager’s Office will be moved to outside of the office. Sample items will be on display and not for sale. All purchases will be new items from the stockroom.
- **Orders** – Orders will be taken at the desk in the lobby area or you can call or email the Club Manager (Bev Shaw) at 250-752-6162 or manager@qualicumcurling.ca.
- **Payment** - Debit or credit card with “tap” payment is strongly recommended. Pin pads will be disinfected after each use.

APPENDIX B



QDCC League Information 2020-2021

The following is information related to league play including registration, fees, game times and MORE!

LEAGUE REGISTRATION & FEES

- **DO NOT COME TO THE CLUB IF YOU FEEL ILL, HAVE ANY COVID-19 SYMPTOMS or HAVE TRAVELLED OUTSIDE OF CANADA.**
- **General Guidelines** – Please read the *QDCC General Guidelines document for more information about the Club's re-opening protocols.*
- **½ Season Sessions** – All leagues will be divided into Fall and Winter Sessions for the 2020-2021 season. Fall Session runs from Oct. 1 to Dec. 18; Winter Session runs from Jan. 4 – Mar. 12. This allows for scheduling flexibility and to respond to any COVID-19-related changes that may arise during the season.
- **League Fees** – League fees remain unchanged from the previous season. \$125/curler for one session (Fall or Winter) plus GST and any other applicable fees (CurlBC, etc.). Multi-league discounts are not applicable on ½ season leagues.
- **Membership Fees – QDCC, Curling Canada, CurlBC, PCMCA –**
 - Membership Fees remain unchanged from the previous season. QDCC Club Fees \$10.50; Curling Canada \$2.00; CurlBC \$18.00; Pacific Coast Masters Curling Association (for ages 60+) \$5.00.
 - Membership Fees are due once/season when registering for the first time and are applicable for the entire season (both Fall & Winter sessions). For example, if you register for a league(s) in the Fall Session, you pay the fees at that time. If you register for a league(s) in the Winter Session and paid the fees in the Fall Session, you won't be charged again. If you register for a league(s) in the Winter Session and didn't curl in the Fall Session, you will be charged the fees at that time.
- **COVID Sponsorship Contribution** – The Club is not increasing League Fees, however, the Club is incurring costs related to COVID-19 preparedness and implementation. It would be appreciated if members could voluntarily contribute \$20, \$35 or \$50 when registering to help the Club offset these costs. Contributions can be made during on-line registration by choosing the desired amount under the PRODUCTS section shown on the top menu. Or contribute at the Club with cash, cheque, credit or debit.
- **Registration Dates** – Registration opens on Wed., Sept. 2nd for the Fall Session for all curlers (current and new). Curlers are encouraged to register early as this helps to determine league capacity and assist putting teams together who may need players. Registration closes on Friday, September 25th (end of day). League schedules will be created and communicated to skips the following week. League play starts on October 1st. In the event a league fills up before registration closes, preference will be given to curlers who played in that league during the 2019-2020 season.

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- **Refunds** – Membership and league fees are eligible for refunds as per the Club’s standard policy, however, if a member stays away from the Club when feeling ill or when required to self-isolate, refunds for games missed will not be processed. If the Club is required by the Gov’t of BC and/or Health Authority to shut down for reasons related to COVID-19, pro-rated refunds for games not played will be processed.
 - **Waivers** – All members must agree to the Club waiver when registering on-line.
 - **Declaration of Compliance re COVID-19** – All members must declare they are symptom-free of COVID-19 before playing by signing the attendance form prior to each game. This helps with contract tracing if a member receives a positive diagnosis of COVID-19. If you choose not to sign the declaration, you will not be allowed to play.

TEAMS, SPARES & EQUIPMENT

- **Teams** – Recently sports in BC moved to Phase 3 as per guidelines outlined by viaSport (on behalf of the Gov’t of BC). Unless advised otherwise, curlers register as four member teams (or 5 or 6) for ‘Team of Choice (TOC)’ leagues and play games with four players (*not three players as per Phase 2 guidelines*). ‘Out of the Hat (OHH)’ leagues register as individual curlers and will be placed on teams of four. The new ‘Triples League’ register as teams of three players or as individuals who will be placed on a team of three.
- **Spares** – Spares are permitted if they hold a 2020-2021 Club membership (including Curling Canada and CurlBC membership fees).
 - Members can add their name to the spare lists of their choice. If a member is registered in a league, there is no charge for sparing. If a member is NOT registered in a league, the cost is \$12 each time they curl payable before playing.
 - It is MANDATORY that spares sign in on the attendance list for the game they are playing.
 - Spare names and contact info. will be posted on the bulletin boards. Players are encouraged to take photos of the lists for future reference. Spare lists with only the name of the spare will also be on the Club website, however, personal information will not be displayed for privacy reasons. Members will be provided with a PDF version of the Club Roster which will have the phone number and email address of all members. Spares can be contacted using the Roster information.
- **Curling equipment** - Rocks and scoreboard markers will be sanitized before each game. Members will be responsible for cleaning the measuring devices before each use with the disinfectant wipes provided in the ice area. Equipment cannot be borrowed from the Club nor rented out this season. The Pro Shop has equipment available for purchase and often used equipment at a discounted price.
- **Practice Ice Time/On-ice Instruction** – There will be no practice ice time available for the Fall session. This decision will be revisited often and when possible, re-instated. Any lessons/instruction will be available by appointments only through the Manager (Bev Shaw).

BEFORE YOU PLAY

- **Arrival Time** - Arrive no earlier than 10 minutes before your game start time and **arrive dressed to play**, with the exception of your shoes. Game times are staggered to manage the number of people in the Club at one time. Consult your game schedule for your time and please follow it carefully to assist with physical distancing and avoid over-crowding. **Don’t be late!** When you are

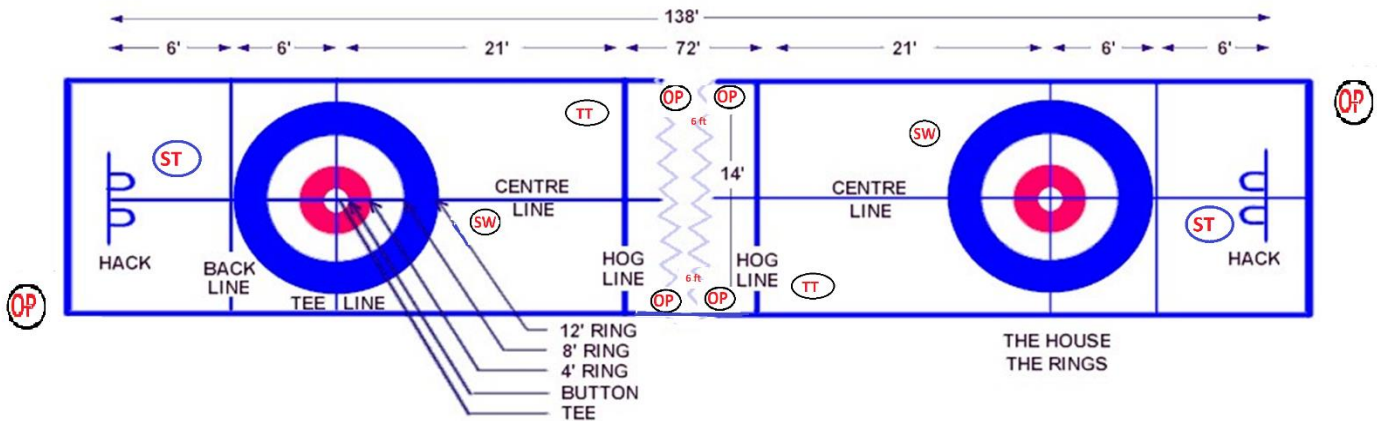
scheduled to play, be ready to step on the ice at the designated time. If, for an unavoidable reason, you will be late or cannot play, let your skip know as soon as possible so he/she can take appropriate action.

- **Buzzer/Bell** – The buzzer/bell will be used during games to keep games on schedule and ensure the Ice Technician has time to clean the ice and disinfect equipment effectively between draws. The buzzer will ring 1 hour and 45 minutes into the game. When you hear the buzzer/bell, finish the end you are in which ends the game. Please be mindful of your speed of play so that you are able to play all 8 ends.
- **Game Times** - Game start times will be staggered to assist with physical distancing and manage over-crowding. For example, if a league starts at 10:00 a.m., Sheets 1 and 3 start at 10:00 am and Sheets 2 and 4 start at 10:15 am. Schedules will be posted at the Club and will be published on the homepage of the Club website www.qualicumcurling.ca.
- **Locker Room** - The Locker Room will be closed until physical distancing measures are revised. Come prepared to play and change into your curling shoes when you arrive. Tables will have signage indicating which table to go to (eg. Sheet 1 or Sheet 2, etc.). Keep your shoes at your designated table.
- **Masks** - Masks are optional, but you may prefer to wear them while in the lower lobby area prior to entering the ice area.
- **Rock Colours** – Rock colours (yellow or blue) will be pre-determined and indicated on each game schedule.

WHEN YOU PLAY

- **Benches** – All benches have been converted into broom and glider holders only (no seating permitted). There are also broom holders located at each end of the sheets.
- **Coin Toss/Hammer** – The Thirds/Vice-Skips decide hammer in the first end. Coins will not be available at the Club. Bring a coin or use a digital coin toss app or www.justflipacoin.com on your phone.
- **Entry to the Ice Area** - Sheets 1 & 2 will enter and exit the rink door on the left. Sheets 3 & 4 will enter and exit using the door on the right.
- **Hand Shakes** - Do not shake hands or high five with others. The game can begin with “good curling”.
- **Keeping Score** – At the conclusion of an end, all players remain outside the rings until the Thirds/Vice-Skips have agreed on the score. Thirds/Vice-Skips are the only players to touch the score cards and move the rocks to the starting positions.
- **Positioning on the Ice** - Opposition stand on the right-hand side of the sheet (going and coming) outside the hog line and 2 metres (6 feet) apart. See the diagram below for more details.
- **Rocks** – Only handle the rocks you are throwing. DO NOT touch any other player’s rocks. At the conclusion of an end and once the score is determined, only the Thirds/Vice-Skips are permitted to move the rocks **using their brooms** to the starting locations, not moving by the rock handles.
- **Sweepers** - One sweeper per stone delivery. The sweeper can sweep from release to T-line. The other sweeper stands near the hog line on the designated spot. Skips are not permitted to sweep at any time.

WHERE TO STAND DURING PLAY



ST = Stone Thrower - Delivery Team
 TT = Team Timer - Delivery Team

SW = Sweeper - Delivery Team
 OP = Opposition

GENERAL CURLING ETIQUETTE

- It is polite to stop moving while a player is set to throw. Etiquette directs players to delay walking by another sheet until the throwing player facing you has released his/her rock.
- If you are throwing next, you may stand on the backboard, but remain quiet and out of sight of the opposition thrower.
- Only skips and vice-skips/thirds may congregate behind the tee line. They do not move or hold their brooms on the ice while the opposition is preparing to deliver a stone.
- To keep the game moving along at a quicker pace, be ready to go when it is your turn to deliver a stone. As soon as the opposition delivers their stone, get your rock to the hack, and clean it. Do not touch the other team's rocks. A few lost seconds each time will add up!
- Do not leave your fingers, palm of your hand, or your knee on the ice, as this results in "flat" spots in the ice.