

INLET ROWING CLUB RETURN TO ROWING PLAN (June, 14, 2020)

IRC EXECUTIVE DIRECTORS APPROVAL: June 14, 2020

These plans may change as we gain practical experience and/or as the Covid-19 situation evolves.

OBJECTIVE:

To add procedures to Inlet Rowing Club's standard risk management practices and policies that take into account the additional risks inherent in operating during the Covid-19 pandemic.

ASSUMPTIONS: The items listed below are explored more fully in Schedule A.

Risk management: All standard risk management policies and procedures remain in effect.

Duration: These plans and rules will be in place while provincial social distancing requirements are in effect.

Covid-19 Rowing BC Guidelines: This operational plan is based on the Rowing BC Guidelines (May 16, 2020), adapted to the particular circumstances prevailing at Inlet Rowing Club and our facilities at The Old Mill Boathouse, Port Moody and the Port Moody Public Dock.

Social Bubbles: Are permitted under Provincial Guidelines: These permit closer contact between unrelated individuals.

Other Boat House Users: The protocols and operation practices outlined below assume that Inlet Rowing Club can control the space surrounding its activities during practices.

Control of the Boat Bay: These plans assume that the Inlet Rowing Club has exclusive use of the boat bay, its fenced yard and the forecourt to the west of the main building during scheduled practice times.

Equipment Location and Arrangements: The Club will rearrange equipment in the boat bay to facilitate ease of access and shorter duration of boat in/out activities.

Practice Scheduling: Detailed proposals are provided in Schedule A.

Practice Procedures: Normal, except where modified by Rowing BC Guidelines.

SCHEDULE B: PRE-LAUNCH ACTIVITIES. Boat Bay to Parking Lot.

SCHEDULE C: LAUNCH PROTOCOL. From Parking Lot to On-Water Practice.

SCHEDULE D: DOCKING AND RECOVERY. From Water to Forecourt.

SCHEDULE E: POST PRACTICE PROTOCOL. Clean, Sanitize, Put Away.

SCHEDULE A: ASSUMPTIONS AND GENERAL RULES

Covid-19 Rowing BC Guidelines:

This operational plan is based on the Rowing BC Guidelines (May 16, 2020), adapted to the particular circumstances prevailing at Inlet Rowing Club and our facilities at The Old Mill Boathouse, Port Moody and the Port Moody Public Dock. Particular guidelines are explored in Appendix A.

Particular emphasis as follows:

Staying Away: Members are required to stay away from any and all Club activities if they experience any symptoms of a virus infection such as cold, flu or suspected Covid-19: Runny nose, raised temperature, cough, difficulty breathing, etc. Or, if they have been in recent contact with anyone who is a suspected Covid carrier, as determined through contact tracing.

Contact Tracing: Participants acknowledge that their personal information may be shared with contact tracers if another participant becomes a suspected or confirmed Covid-19 case.

Social Distancing: The plan below makes every effort to make social distancing easy and effective (2 m Rule). Members will make every effort to abide by the operational plans and rules and respect other members' safety.

Boat Limits: The Guidelines specify 'singles' only, unless the members for a multi-oar boat belong to the same 'family' bubble.

PPE: Assuming adherence to social distancing is successful, masks and gloves are discretionary items (except for coach boat drivers – see below). Members are urged to use their own judgement in this respect.

Social Bubbles:

Provincial Guidelines: These permit closer contact between unrelated individuals who are willing to constitute themselves as a 'social bubble'. Members of a social bubble are permitted to push the boundaries of 'social distancing' for short periods of time. Based on a regular practice, such a membership group could occasionally, for brief times, push the limits of social distancing in order to get specific tasks done, e.g. recover or launch the coach boat.

Formation: Social bubbles may be formed voluntarily from rowers who can attend the same practice time on a regular basis. Membership must also include consideration of which boats are available to the group and a suitable, regular, allocation of boats re: weight class and skill level.

Risk Acknowledgment: Members of a practice-based social bubble must acknowledge that there is an added risk associated with such an arrangement. It is not clear that our risk agreements would cover the formation of 'social bubbles' based on practice times.

Other Boat House Users:

The protocols and operation practices outlined below assume that Inlet Rowing Club can control the space surrounding its activities during practices.

Other clubs using the OMB facility will be asked not to impede our indoor or outdoor space during our practice times. They will be provided with a schedule to ensure that social distancing is maintained.

Use of the Boat Bay:

These plans assume that the Inlet Rowing Club has exclusive use of the boat bay, its fenced yard and the forecourt to the west of the main building during scheduled practice times.

Valid Access: The boat bay may only be entered to transport boats or oars to and from the yard and forecourt or to fetch or return sanitizing equipment.

Managing Traffic: The Coach Boat Driver, who will be stationed at the Bay doors will manage traffic in and out of the boat bay.

Maintenance: Any required maintenance, other than emergency quick fixes at the start of practice, will be done outside practice times. Covid-19 guidelines will be practiced by persons scheduled to do boat maintenance.

Non-permissible uses: Including, but not limited to, any group exercise, such as ergging; changing into/out of practice clothes, storing personal belongings; directing traffic and instruction; picnicking or other social activity.

Practice Scheduling:

Frequency: Actual times will be negotiated with the membership after this plan is approved.

Membership: Each practice will have a minimum of 3 rowers assigned to it. Each rower will be assigned to a suitable singles scull and set of oars for each practice.

Attendance: Rowers may only attend practices if they have signed up the night before the posted deadline.

Coach Boat Drivers: Coach boat (safety boat) drivers will be separated from the rowers and the rowers' tasks to the greatest extent possible to minimise chances of contact and transmission via a potentially shared resource.

Practice Procedures:

- Sculls will rendezvous in the area just outside the second green channel marker.
- Rowers shall respect the 4m distance rules (4m Rule) of the BC Rowing Guidelines at all times while on the water.
- Once the coach Boat Driver joins the flotilla, practice will proceed as normal, i.e. as dictated by boats, personnel, weather, boat traffic, ship traffic, etc., guided by the Safety Boat Driver.
- The 4m Rule applies at all times until the boats are recovered onto the landing dock.

Equipment Location and Arrangements:

The Club will schedule time(s) to rearrange equipment in the boat bay to facilitate ease of access and shorter duration of move times.

SCHEDULE B: PRE-LAUNCH INSTRUCTIONS:

The 2m Rule applies throughout.

There may not be more than two people in the boat bay at any one time pre- or post practice.

Coach Boat (Safety Boat) Driver:

- Coach Boat Driver will wear provided PPE (as per CDC and WorkSafe guidelines) at all times during the practice, from:
 - Before opening the Main Gate, until
 - After locking the Main Gate.
- Coach boat driver will extract and prepare the coach boat

Rowers:

- Will obey the 2m Rule at all times on land
- Come to practice ready to row.
- Will be self sufficient
- *No sharing of resources.* Bring your own water, snack, etc.
- *No barefoot rowing.* Wear clean socks.

Assigning Boats:

Rowers will be pre-assigned boats based on the regular membership of the practice and the available sculls.

Boat selection will be determined and confirmed by the Executive Board to minimize flipping and the potential need for rescue.

Loading Boats:

- Boats/trolleys will be taken from the boat bay one trolley at a time.
- Boats will be extracted by the rower assigned to that boat.
- Boats will be dispersed in the yard and forecourt at 2m spacing.
- If rearranging is required it will be done after this step.

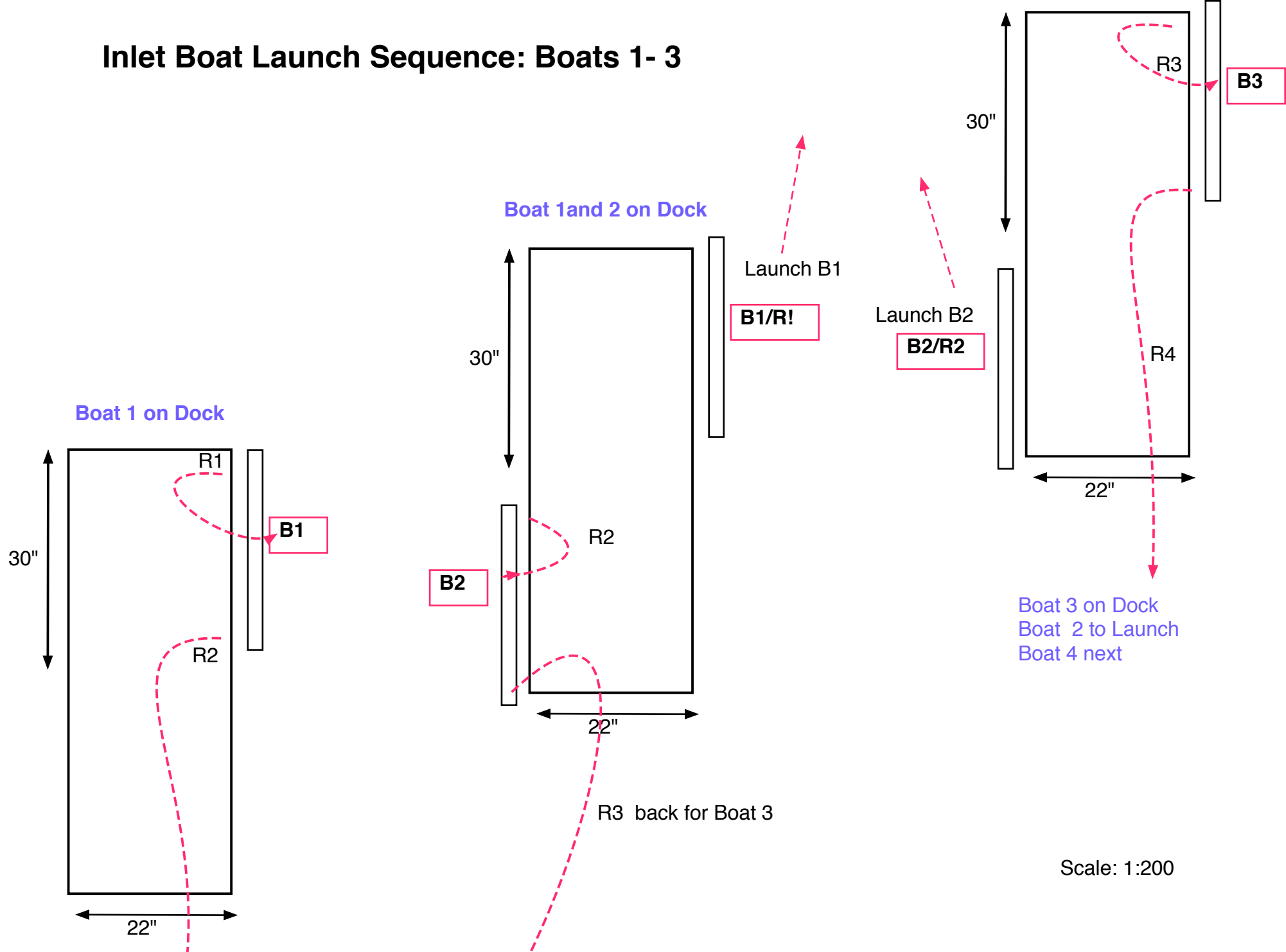
Loading Oars:

- Each rower extracts his/her own oars.
- Oars are loaded onto the trolley with their scull, 1 pair per scull.
- Up to 3 pairs of matching oars may load onto the 4th arm of the Tree.

Moving Boats to the Launch Area:

- Move boats to the Dock Parking
- Single trollies are moved by the rower assigned to the corresponding boat.
- One rower assigned to the Tree.
- Fifth or sixth rower, if available, **may** assist the coach boat (2m Rule applies).
- Rowers will take care to observe the 2m Rule when parking trolley

Inlet Boat Launch Sequence: Boats 1- 3



SCHEDULE D: DOCKING AND RECOVERY INSTRUCTIONS:

This serial docking and extraction sequence will avoid rowers crossing on the dock and breaking the 2m Rule.

- Starting at the Back, each scull will dock in a diagonally opposite slot on the dock.
- Each rower will assist the previous rower to carry his/her boat to the parking lot.
- Always move to the back of the boat you are assisting to avoid crossovers.
- Always carry your own oars to avoid cross contamination.
- On-water boats queuing to dock must observe the 4m Rule.

Example:

- The first boat starts the sequence by docking at the Back
 - Rower exits the boat, secures oars and prepares to leave the dock.
- The second boat docks on the opposite side, at the Front
 - Rower exits, secures the boat and moves to extract the first boat.
 - First rower takes the front plus the oars; second rower will return for second boat.
- Meanwhile, the third boat has docked in the first slot, at the Back.
 - Rower secures the boat and moves to the back of the second boat, ready to assist.
 - The second rower returns, arranges the oars for carry and carries the 2nd boat from the front (third rower is ready at the rear).
- Meanwhile, the fourth scull docks at the Front. The fourth rower moves to the rear of the third boat to assist with removal when the third rower returns.
 - And so on ...

Extracting the Coach Boat:

- Rowers will deliver the trailer to the water's edge, using the 2m rope for distancing.
- The driver is solely responsible for mounting the floating boat onto the trailer.
- **The driver will retire to the Boat House and prepare for the Post-Practice Phase.**
- Rowers will pull the coach boat up the ramp and push it back to the boathouse.
- Coach will designate rowers to return coach boat to boathouse.

Social Bubble Rowers: may extract the coach boat at their discretion.

Mixed Group Rowers must obey the 2m Rule:

- Use the 2m rope and the 4m rope for extraction.
- Two other rowers may attach to the back corners, on either side, or to the front corner of the boat on the same side as the 4m rope.

Rowers must self organise to return the sculls and the coach boat to the Boat House.

SCHEDULE E: POST-PRACTICE INSTRUCTIONS:

This is the clean up, sanitize and put away procedure.

Coach Boat Driver:

- The coach boat driver is still wearing PPE – as per CDC and WorkSafe guidelines.
- The coach boat driver will be the only person unlocking and opening up the yard and boatbay.
- Extract the sanitizing and cleaning equipment from the Boat Bay before the sculls return.
- Set up the hose pipe and soap solutions for boat cleaning.
- Clean and sanitize all coach boat equipment and all items normally touched by the coach boat driver.
- The coach boat driver will put away all supplies and close the facility at the end of practice.

Cleaning Boats:

Observing the 2m Rule at all times, each rower will clean his/her own scull and oars, as follows:

- All rowers will scrub hands with soap and water (20 sec. rule) before touching any shared tools or commencing the cleaning phase.
- Outside Hull: Soap and water scrub (lots of suds) and then rinse.
- Inside Hull: Soap and water scrub all contact points.
- Footrests in the adaptive shells may be cleaned with soap and water.
- Shoes in racing shells should be sanitized with alcohol spray, particularly the insides.
- Oars will be cleaned with soap and water and rinsed, including the handles.
- One designated person will be responsible for hosing down all the boats.

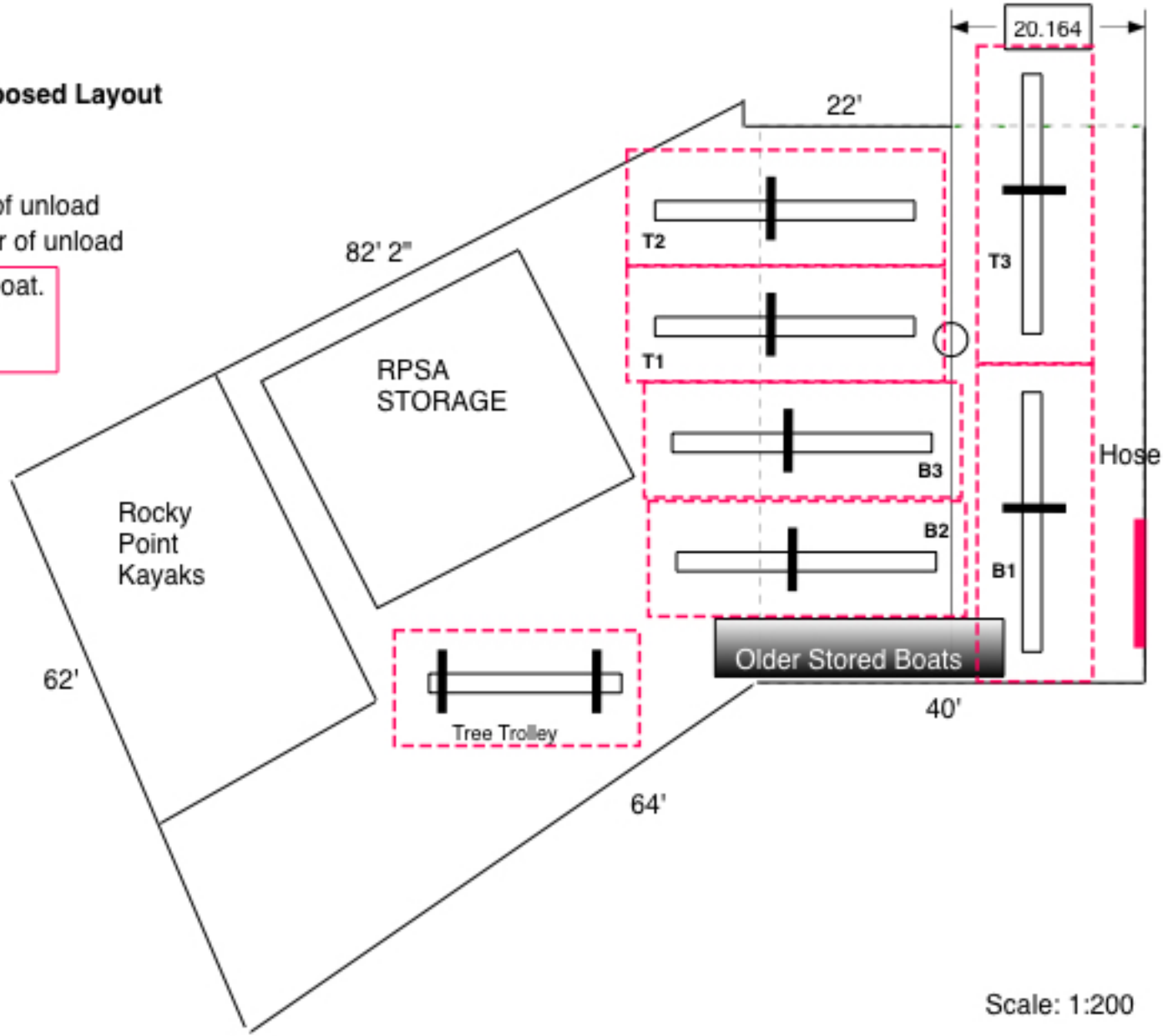
Return to the Boat Bay

- Boats are returned by pairs of rowers, one pair at a time
 - Only 2 people allowed in boathouse at any given time
 - That rowers takes oars from the trolley and returns their oars to the rack.
 - Boat order is the reverse of the pre-launch extraction order.
 - Still observing the 2m Rule!
 - Rowers may leave once this is complete.
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- The coach boat is returned to the Boat Bay last.
 - The Coach Boat Driver will secure the Boat Bay, cages and compound, then lock up.
 - The Coach Boat Driver should scrub hands after removing PPE gloves outside the fence.

Boat Yard: Schedule E Proposed Layout

B# = A Tree boat, order of unload
T# = A Trolley boat, order of unload

Safe zone around each boat.



SCHEDULE F: Return to Rowing Plan: Additional Guideline Policies Governing Operations.

Members are required to familiarize themselves with Schedules A- F of this operational plan. If you register for a practice, this will be taken as consent to follow the rules and procedures set out in Schedules A-F.

The following headings correspond to the Rowing BC Return to Sport Guidelines (May 26, 2020) and contains information not already in Schedule A-E.

Section 1:

1. The club staff member or volunteer responsible for having a deeper understanding of the risks of Covid-19 is Alan Ball, aball@aball-yipi.com
2. For more information about the risks of COVID-19; visit these sites: (see also 4.5) [Health Link BC](#); [Corona virus safety info](#); [Self Test site](#); [WorkSafe BC](#), ...

Section 2:

1. New policies and procedures:
 - a) Additional Covid-19 paragraphs in Acknowledgment of Risk form(s)
 - b) Managed practices with assigned boats and duties.
 - c) Schedules A-F of this Operations Plan and attached diagrams detailing operational changes
4. Training: **Everyone planning to attend a practice is responsible for familiarizing themselves with Schedules A-F.**

Before the first practice, volunteer members will trial the procedures of Schedules B-E and refine the operations before transmitting to practice participants at practice.

6. There will be penalties if staff or participants do not adhere to the IRC Return to Row safety plan.

Section 4:

2. At Risk Persons: Anyone over 65 years of age; anyone suffering from diabetes, high blood pressure; obesity, asthma, heart conditions. These persons will be asked to self identify and, based on a review of Schedules A-F, either opt IN or opt OUT of the return to rowing program.
4. The Club will not attempt to duplicate or replace publicly available Covid-19 self help and self diagnostic procedures. Call 811 if you have any doubts about your possible symptoms or do the [Self Test](#) and then either isolate or get tested.
6. Pre-practice Gate Check: Rowers will be asked directly by the Coach/Safety Boat Driver:
 - Do you have any cold or flu symptoms?
 - Have you travelled outside the country in the last 14 days?
 - Have you been in contact with someone who is confirmed/suspected COVID19?

If any one of these questions are answered 'YES', the person will be refused entry to practice.

Section 5:

3. Members must re-register with the Club if they did not sign the additional Covid-19 Risk Acknowledgement form when they renewed their RCA registration for 2020-21. If you do not sign the additional Acknowledgement of COVID Risk form, you are not insured and you will not be permitted to row.

Section 9:

If any rower flips their boat, they have a maximum time of 5 minutes to self-rescue before the coach boat driver will extract the rower. However, rowers are not required or expected to self-rescue.

Section 10:

2. Medical Response Plan: Standard EAP, plus 811 call for suspected Covid-19 case. See also 2.5 above.
3. The designated COVID contact person at IRC will be: IRC Secretary (Amy Lin – 604-961-7323) (pls text first).
5. Safe Isolation Space: Boat bay, area adjacent to the storage cubby holes in the NW corner; normally out of bounds.

By signing this document, you agree that you have read, understand the risks and will follow the modified operating procedures at Inlet Rowing Club.

Member Name (print): _____

Member Name (sign): _____

Date: _____