



Purpose

This guide is a condensed version of the Return to Row plan. This guide outlines the requirements that all members and staff must adhere to ensure a safe environment. This plan is a living document and is based on the Alberta Health guidelines and City of Calgary and RCA directives. While AHS guidelines currently allow 100 participants for outdoor activities, the club will restrict this number due to equipment limitations and to ensure that we are able to comply with all safety requirements. The club may gradually increase the number of participants once we are able to safely do so.

Alberta Health Guidelines

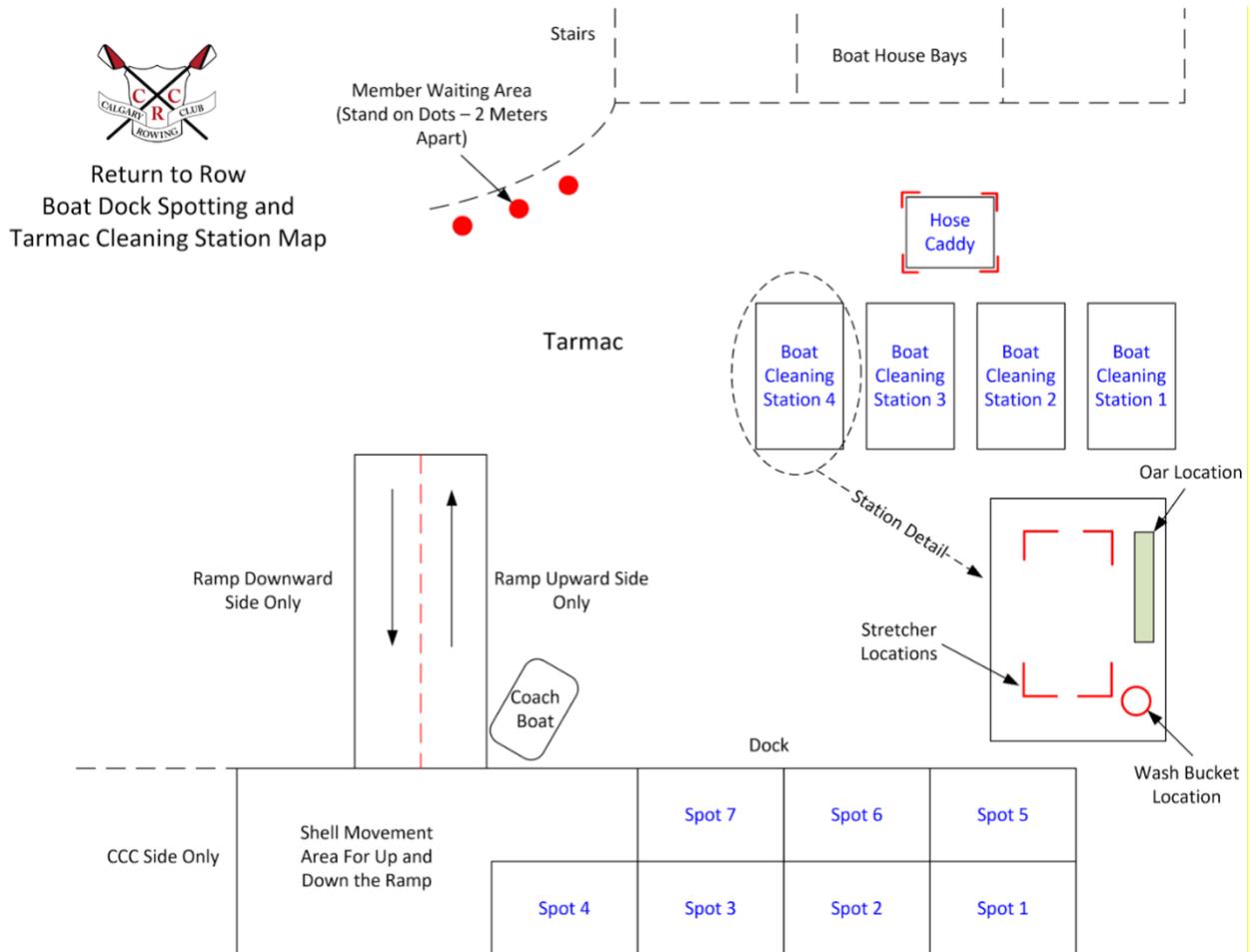
1. Maintain physical distancing at all times (2m)
2. All training will take place outdoors
3. Washrooms will be open for emergency/ limited use only
4. Equipment will be sanitized after each use. There will be no shared use of equipment within a workout.
5. Masks and PPE will be used by coaches and staff when needed. Athletes may choose to wear masks. It is not recommended that athletes wear masks while doing physical activity.
6. Staff and Program participants are required to stay home if they exhibit Covid-19 symptoms as described by AHS. There is a zero-tolerance policy for any staff or program participant who is ill. Should a staff member or program participant get ill, they must notify the club manager immediately.

Note: If an athlete or staff member tests positive for COVID-19, AHS will be notified, and the club may be shut down temporarily (if needed). All staff and members that may have been affected will be notified by AHS if necessary and training will be suspended until sanitation measures and additional requirements for staff and participants can be implemented.



Safe Rowing Tarmac Setup

1. The tarmac will need to be set up following the diagram every morning. Please refer to the Safe Rowing Procedure for a detailed explanation of the step by step process.
2. The dock is a shared space between the CRC, CCC and the public.
3. Rowers will launch and dock from the left end of the dock only.
4. Maximum occupancy of people on the dock at all times is 15 people.
5. Maximum occupancy of rowing shells on the CRC side is 7 shells.
6. Oars will be set within the dock spot and cannot touch other members oars.





Safe Rowing Procedure

1. Athletes complete the [AHS Covid-19 online self-assessment](#) before showing up at the club. If an athlete exhibits the Covid-19 symptoms or completed the Covid-19 self assessment and was asked to isolate, the athlete MUST NOT attend practices and MUST notify the [club manager via email](#) immediately if they attended a CRC practice within the last 14 days.
2. Athletes must check the 2020 Athlete participation log ahead of practice to ensure that they are scheduled to attend the practice time slots. If an athlete's name is not in the register, they must not show up.
3. Athletes should remember the number they were assigned in the 2020 athlete participation log for each practice as athletes will be accessing the facilities and retrieving equipment in that order.
4. Athletes are only allowed to arrive at the club 5 minutes before scheduled practice starts. Athletes are to stay in their cars or in the park if they are arriving earlier than allowed.
5. Athletes arriving on bicycles will not be allowed to store their bikes inside the club. There is bike storage outside the public washrooms at the CRC. Bring a lock.
6. Athletes are to walk down the ramp instead of the stairs towards the CRC boat bays. Athletes must arrive ready to row and with minimal equipment/ clothing and their personal PFD. No club PFDs will be available.
7. Athletes must maintain a distance of 2m or 6 feet at times and wait outside of the boat bays until they are called in the boatbays by the coach or staff member.
8. Staff accesses the boat bays via the ramp and uses the lockbox by the singles bay to open the bay doors. Bay doors must be opened by staff.
9. As soon as staff enters the building, they will sanitize their hands with the provided hand sanitizer.
10. Staff collects the sanitation equipment from the boat bay office and opens one boat bay door at a time. Staff puts the hand sanitizer spray bottles on the marked spots and one by one, athletes walk up to the spray bottles and sanitize their hands maintaining a 2m distance at all times.
11. Coach gathers athletes at a safe distance to review safety protocols and process for the practice. (5min)
 - a. Reads the Covid-19 AHS checklist
 - b. Outlines the processes for the practice.
 - c. Coach advises athletes to not touch their faces once hands are sanitized. Should athletes touch their faces, they must sanitize hands with the provided spray bottles.
 - d. Outlines flow pattern and safe dock use.
 - e. Outlines what the workout is (if one is set).
 - f. Outlines the cleaning procedures and protocol and directs athletes to use the checklist for cleaning which is displayed on the outside of the boathouse
 - g. Coach designates who will be setting out the stretchers. Athletes sanitize hands before and after laying out stretchers.
 - h. Coach designates which athlete will sanitize the coach boat with disinfectant (steering console, wheel, seat) and carry down the propane (athlete sanitizes hands before and after completing this task).



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- i. Coach designates who is in charge of setting up the soap buckets and sponges for effective and efficient cleaning ahead of launch (athlete sanitizes hands before and after setting up the cleaning stations).
 12. The three selected athletes will sanitize their hands and assist with set up of the equipment (cleaning buckets, stretchers and coach boat) before any rowing equipment is retrieved from the boathouse.
 13. After setup is complete, the coach will call on Athlete 1 to enter the boathouse, drop off their bags and retrieve their oars. Athlete 1 will be ready to row, be wearing their PFD and have all of their kit ready to bring it down to the dock before entering the boathouse. Athlete 1 will drop off excess clothing/ bags in the cubby marked 1 before proceeding to grab their oars.
 14. Upon exiting the boathouse with the oars and rowing necessities, athlete 1 will walk the oars down to the furthest point on the dock marked as 1 in the dock use chart.
 15. The coach will continue to call on athletes to drop off their bags and retrieve oars in the sequence. There cannot be more than one athlete per bay.
 16. Athletes will return to the member waiting area clearly marked by use of red dots and wait in this area until they are called to retrieve their boat.
 17. The coach will call one athlete at a time starting with athlete 1. The coach may help athletes retrieve boats from the bays if needed. There cannot be more than 1 athlete per bay at any time.
 18. Athletes may take their boat to stretchers to adjust feet and pop washers. No dilly dallying please.
 19. Athletes walk their boats down to the dock in the predetermined sequence if possible and place their boat in their assigned dock spot
 20. Only 7 boats are allowed on the CRC side of the dock at one time with a maximum of 15 people on the dock at any time. Athletes strive to push off the dock as quickly as possible and follow coaches' directions during practice.
 21. Athletes must follow the flow pattern for 2020 at all times unless instructed otherwise by the coach during the safety meeting. Note: it will take us some time to put in the course. Please row in a clockwise fashion to the causeway and leave a LARGE gap in the middle of the reservoir to avoid collisions.
 22. The coach or staff member closes the boat bays after all athletes have left the boathouse and attaches the propane to the motor.
 23. After practice, athletes will dock in intervals starting with athlete 1 - 4 to ensure that there are a maximum of 7 boats on the CRC side of the dock at all times. The remaining athletes (5-X) continue to row in small loops following the direction of the coach.
 24. Once athletes return to the dock after practice, the coach or staff member will sanitize their hands before reopening the boat bays.
 25. The coach or staff member will turn on the water hoses.
 26. Athletes will walk their boats and oars to the stretchers and clean them as per the directions in the cleaning checklist following the tarmac flow chart. Athletes need to bring up boats first and immediately return to the dock to pick up their oars. Boats and oars will be washed at the same time to reduce clogging up of the wash station spots.



- 27. Athletes will sanitize their hands before placing boats and oars back into the boathouse and will maintain an appropriate distance of 2m between each other.
- 28. Athletes will immediately leave the tarmac and boathouse area after practice. No loitering allowed.

Athlete Kit

Athletes need to be prepared to have all of their belongings in place before entering the boathouse as repeat access to the boathouse will not be allowed. The athlete kit should include:

- Hand sanitizer
- A full water bottle
- A dry-bag or Ziplock bag which the water bottle and belongings can be placed into
- A PFD belt pack (mandatory)
- Any medical supplies needed by the athlete
- A Snack

Equipment Cleaning Checklist

CLEANING CHECKLIST

OARS

TASK CHECKLIST

- **SPONGE AND LATHER** ENTIRE OAR WITH **PROVIDED SOLUTION/DISINFECTANT** FROM SPOON TO HANDLE. **EMAPHASIS ON ALL SIDES OF HANDLE**
- **REMOVE ALL MARKS AND TAPE RESIDUE**
- **RINSE OARS TOP TO BOTTOM**
- **PLACE OARS ON APPROPRIATE OAR RACK TO DRY**

BOAT

TASK CHECKLIST

- **PLACE BOAT HULL UP ON STRETCHERS**
- **SPONGE AND LATHER HULL WITH PROVIDED SOLUTION/DISINFECTANT** FROM **BOWBALL TO STERN INCLUDING FIN**
- **CAREFULLY FLIP SHELL** DECK UP AND **USE SPONGE TO CLEAN:**
 - DECK - BOW TO STERN INCLUDING BOW BALL
 - INSIDE OF BOAT
 - SHOES AND SHOE STRAPS
 - WING NUTS AND FOOT STRETCHER
 - SEAT
 - SLIDES
 - RIGGER
 - OARLOCKS
- **REMOVE POPWASHERS** - WASH WITH **SOLUTION/DISINFECTANT** - PUT BACK ON PIN
- **REMOVE VENT CAP** - **CLEAN INSIDE OF BOAT INCLUDING VENT CAP**
- **WITH HOSE REMOVE ALL DISINFECTANT**
- **PUT BOAT BACK ON PROPER RACK FOR DRYING**