



Coquitlam Lawn Bowling Club  
Guidelines for Phase 2 Bowling  
Training/Coaching & Player Development  
Date Approved: \_\_\_July13,2020\_\_\_\_\_

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## **PHASE 2 RETURN TO PLAY (RTP) GUIDELINES**

### **1. GENERAL REQUIREMENTS**

- 1.1 Club officials or appointed monitors will be responsible for the setting up of Sanitizing Stations (i.e. anti-bacterial sprays, hand soap, and hand sanitizer) at the entrance of all facilities and outside on the Greens.
- 1.2 All club members attending the club grounds and/or clubhouse must read, understand and agree to comply with the enclosed Guidelines.
- 1.3 All club members attending the club grounds must sanitize their hands before (or immediately upon) entering the property.
- 1.4 All club members attending the club grounds and/or clubhouse must complete, date and sign the COVID-19 Symptom Screening Questionnaire prior to entering the clubhouse or using any of the greens or facilities. The Symptom Screening Questionnaire must be completed every time a member enters the property.
- 1.5 All members will remove their bowls and other personal items from the clubhouse and bring them to the club whenever they have booked a practice time. Bring a folding chair if needed.
- 1.6 Only members who have a confirmed booking time for use of the greens will be allowed on the green.
- 1.7 Physical distancing by staying a minimum of two metres away from each other at all times will be practiced.

### **2. CLUBHOUSE**

- 2.1 All surfaces and materials will be disinfected before and after use. This includes the sign in table and door handles of the equipment shed.
- 2.2 Water fountains will be closed. Bowlers should bring their own water in a container marked with their name.
- 2.3 The kitchen will be kept closed until the city allows use. There will be no food or beverages allowed in the clubhouse.
- 2.4 Hand sanitizer and/or disinfectant wipes will be provided in common places.
- 2.5 The clubhouse will be closed until the city allows use. Washroom access only. There will be no use of kitchen facilities for food or refreshment preparation or any other form of gatherings until approved by the city.
- 2.6 Signage will be placed by all entrances and storage facilities outlining the physical distancing guidelines in place, as well as hand-washing recommendations/protocols.

- 2.7 Washrooms will be equipped with their own sanitizing stations with limited access for one person at a time.
- 2.8 It is the Occupants responsibility to sanitize the used touched washroom equipment before and after use.
- 2.9 The washrooms will be fully sanitized on a schedule assigned by the city.
- 2.10 Signage will be placed outside the washrooms detailing the entry limitations.
- 2.11 The floor or ground outside washrooms will have two-metre markings for line-ups to enable physical distancing.

### **3. LOCKER ROOM**

- 3.1 All personal items (bowls, shoes, etc.) will be removed from the lockers. The clubhouse will be used only when city permission is granted. The only exceptions are to access the AED in an emergency, or turn on / off the floodlights.
- 3.2 It will be the present occupant's responsibility to sanitize any communal surfaces touched.
- 3.3 Bowls, Lifters, beverage containers and personal equipment will be carried to and from the Green. Beverage containers must be clearly marked with the owner's name.

### **4. EQUIPMENT SHED**

- 4.1 Each bowling day two people will be designated to put out the jacks, mats, rakes and sanitizing supplies for use for the day. No other persons will be allowed in the equipment shed at that time.
- 4.2 A maximum of two people will be allowed in the equipment shed at any one time. All others, needing club bowls, will line up outside, maintaining 2 metre physical distancing.
- 4.3 Persons using club bowls will be responsible for sanitizing them after each use and returning them to the equipment shed.
- 4.4 There will be no gatherings inside the equipment shed.
- 4.5 The equipment shed will have its own Sanitizing Station.
- 4.6 Club rakes and scorecards may be used. Rakes are to be sanitized after use. Towels are to be taken home after each session and washed before bringing them back to the club.
- 4.7 Only club Jacks are to be used during practice and games and will be sanitized after use.
- 4.8 If club bowls are to be used only one person at a time may enter the equipment shed to remove a set of sanitized bowls. This will be done after the jacks and mats have been taken from the shed.
- 4.9 A safety monitor/volunteer will be appointed who will ensure that used bowls are

appropriately sanitized and ready for use.

- 4.10 Signage outlining the Protocol for Club Bowls sanitizing and storage will be posted.
- 4.11 Bowls and jacks are to be used only for one session before being sanitized by the appointed safety monitor/volunteer.
- 4.12 Safety personnel will wear appropriate PPE when sanitizing bowls and other equipment.

## **5. ON THE GREEN**

- 5.1 If bowlers are feeling unwell, regardless of the symptoms, they are to stay home.
- 5.2 Designated time slots will be set up for all games. Members wishing to play must sign up through the online system. An email will be sent out to members around 4:00 pm on Saturday giving links to the next week's sign ups. Members are allowed one pre-booked slot at that time. There is a second time for each day's play when players may sign up for additional spots if available. Playing or practice times must be approved and NO bowlers are to be at the facility unless they have an appointment. Bowlers are to arrive no more than ten (10) minutes before start time. Bowlers must vacate the premises immediately after the bowling session has concluded.
- 5.3 Games can be singles, pairs or cutthroat, depending on numbers. The games will be up to 12 ends or up to 1 ¾ hours in length.
- 5.4 Symptom screening forms will be maintained by the club in case of a suspected outbreak at the facility. These are required every day for anyone coming on site.
- 5.5 Bowlers may use their own bowls. If club bowls are used, the posted safety protocols for using club bowls must be followed as outlined in sections 4.3, 4.8, 4.9, 4.10, 4.11 and 4.12.
- 5.6 Foot mats will be used during the bowling sessions. Foot mats will be sanitized after every game. Only one designated person per team may set their designated foot mat during each game.
- 5.7 Each team may have their own jack and only one person per team may throw their designated jack. If using only one jack for the game, only one person on the rink will touch and throw the jack.
- 5.8 One rake is allowed at each end. One person per rake is designated to gather all bowls, regardless of who scored. The designated person may be the same at both ends. The designated person(s) is not to change during the game.
- 5.9 Bowlers are not to visit with other people. Bowlers are to stay on their assigned rink and maintain physical distancing, but may use a vacant adjacent rink for extra space if needed.
- 5.10 All visitors must be club members, have a waiver on file, and fill out a symptom screening form for the day. Visitors should stay in the gazebo area. Visitors may bring their own chair. The total number of people at the facility is never to exceed 50. All exceptions are to be approved by the club executive.

- 5.11 Bowlers may not access closed spaces or any equipment other than their own, except for club bowls, following the defined protocols.
- 5.12 Bowlers may bring their own water and should put their name on their water bottle.
- 5.13 Bowlers will take home their own waste material.

## **6. BOWLS ACTIVITIES**

- 6.1 No handshakes, fist bumps, high fives or other forms of direct physical touching are allowed. Two meter physical distancing is to be maintained at all times.
- 6.2 Each Rink in use should have ready access to sanitizer products.
- 6.3 Some benches will be off limits. The ones used will be sanitized after play by those who used them. No exceptions. Bowling shoes should be worn to the green, change into them before entering the facility.
- 6.4 When changing ends, keep the 6 feet / 2 metre physical distancing at all times,
- 6.5 All bowlers must maintain 6 feet / 2 metre physical distancing at all times.
- 6.6 One person per team will be designated to handle their jack if 2 jacks are used. The jack can be centered on each end using a shoed foot. Please don't wear sandals at this time.
- 6.7 There will be 2 rakes on each rink. Each will be handled by only one person, and that may be the same person at each end. Bowls may be picked up and placed in position only by the owners of those bowls.
- 6.8 One person per rink with personal tape may measure for winning shots.
- 6.9 Physical distance space is available between all the rinks on the green.
- 6.10 There will be a maximum of four bowlers allowed on each rink.

## **7. MEDICAL**

- 7.1 All bowlers attending their first bowling session must read, understand, sign, and turn-in the Liability Waiver form and the daily Symptom Screening Questionnaire. If the bowlers have not completed both forms, they will NOT be allowed to enter the premises.
- 7.2 Symptom Screening Questionnaires must be completed each time bowlers, volunteers, and coaches attend the club.
- 7.3 If after you leave the green, and at any time after you have been at the club, you feel unwell, you are to contact your Health Officer immediately and also inform the Club President, Coach, or other Executive Committee Member.
- 7.4 It is every bowler's responsibility to help ensure the safety of all by making a timely report to a member of the club's Executive Committee.

- 7.5 In the event of a suspected case or outbreak of influenza-like-illness, the club will discuss the outbreak with the Medical Health Office (or delegate) of the local health authority.

**8. COACHING ( No coaching or new members this season)**

**9. GREENS MAINTENANCE**

- 9.1 Mowing will be scheduled by the city, with consideration of club usage schedule.
- 9.2 A maximum of 2-person teams will work on each green.
- 9.3 Mowers, rollers and other equipment (i.e. hand carts) will be wiped down with antivirus solution prior to being used according to city protocol
- 9.4 Personnel will be responsible for providing their own PPE. Extra gloves will be available on-site, if required.
- 9.5 Personnel will be responsible for maintaining physical distancing at all times while on site.
- 9.6 Bacterial solution (minimum 70% alcohol) for wiping down hands will be available, to be decided by the city on site.
- 9.7 Adjustments to machines will be done by the Greenskeeper (or designate) as required.
- 9.8 Maintenance personnel will depart the club as soon as possible following completion of their tasks.

## **4 APPENDICES:**

### **APPENDIX A: SINGLE-DAY SYMPTOM SCREENING QUESTIONNAIRE FORM**

## Symptom Screening

Every person entering the lawn bowling greens/grounds or facilities must complete and sign the below questionnaire EACH time they enter. No person will be allowed to stay at the club if they have not completed the below Questionnaire.

### 1. Do you have any of the following **new or worsening** symptoms or signs?

- |  |                              |                             |
|--|------------------------------|-----------------------------|
| New or worsening cough   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Shortness of breath  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Sore throat  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Runny nose, sneezing or nasal congestion   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (in absence of underlying reasons for symptoms such as seasonal allergies and post nasal drip) |                              |                             |
| Hoarse voice   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Difficulty swallowing  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| New smell or taste disorder(s)   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Nausea/vomiting, diarrhea, abdominal pain  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Unexplained fatigue/malaise  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Chills   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Headache   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

### 2. Have you travelled outside of Canada or had close contact with anyone that has travelled outside of Canada in the past 14 days?

- Yes  No

### 3. Do you have a fever?

- Yes  No

### 4. Have you had close contact with anyone with respiratory illness or a confirmed or probable case of COVID-19?

- Yes  No

If you have answered **YES to any question** you have not passed and **cannot** enter the club grounds, greens or facilities. It is recommended that you contact your medical practitioner and discuss the results of this questionnaire.

\_\_\_\_\_  
Print Member Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature



## APPENDIX C: CHART FOR DILUTING BLEACH

### Diluting bleach

The directions below use bleach that is 5.25%. For other concentrations please use the [Foodsafe bleach calculator](#).

Bleach solutions may be used in spray bottles or wiped onto surfaces and other items. Bleach and water mixtures are effective for 24 hours so only make as much as you need daily.

BCCDC - Recommended bleach, water ratios and cleaning times needed for COVID-19 disinfecting.

Recommended bleach, water ratios, and cleaning times needed for COVID-19 disinfecting	High touch and heavily soiled areas (appropriate for households with illness)	All other surfaces	Food contact surfaces
Example areas and surfaces	Toilets, light switches, door knobs, cell phone, TV remotes, bathroom faucets	Tables, counters, floors, chairs, cribs	Any surface or equipment that contacts food
Bleach concentration in ppm (refers to the % ratio of bleach to water) OR 1 part bleach diluted in ## parts of water	1000 ppm 0.1% (1:49)	500 ppm 0.05% (1:99)	100 ppm 0.01% (1:499)
Time to leave wet, rinsing and drying	Allow 1 minute then rinse with clean water	Allow 5 minutes, no rinse required, let air dry	Allow to air dry, no rinse required

## APPENDIX D: EXAMPLES OF DISINFECTANTS AND SANITIZERS

### Product Guide Examples for Disinfectants and Sanitizers

PRODUCT	DEFINITION	APPLICATION	PROTECTION LEVEL
Lysol Multi-Surface Cleaner	Use full-strength or dilute 250 mL per 4L of warm water apply to surface until thoroughly wet. Wipe with a clean cloth, sponge, or mop. To Sanitize/Disinfect: Pre-clean surface Apply to surface until thoroughly wet. To Sanitize: Leave for 1 minute before wiping. To Disinfect: Leave for 10 minutes before wiping. Rinse all food contact surfaces with water after using the product	Disinfectant that meet Health Canada's, requirements for emerging viral pathogens. These authorized disinfectants may be used against SARS-CoV-2	Advanced disinfectant and sanitizer for Hard surfaces
Clorox Bleach (6%) solution	100/1 dilution of sodium hypochlorite solution with water used to disinfect surfaces, 10mL bleach to 1 Litre of water. Minimum contact time of 10 minutes in a single application. Air dry.	Recommended by the BCCDC for disinfecting non-pours surfaces	General use disinfectant and sanitizer for Hard surfaces
Ecolab Neutral Disinfectant cleaner	Use 3.9 mL per liter of water for a minimum contact time of 10 minutes in a single application. Can be applied with a mop, sponge, cloth, coarse spray or by soaking. The recommended use solution is prepared fresh for each use then discarded. Air Dry.	Approved for use against the coronavirus disinfecting non-pours surfaces	Advanced disinfectant and sanitizer for Hard surfaces, low acidity
Disinfecting Wet Wipes 70% Alcohol	To sanitize / disinfect: Pre-clean surface. Use 70% alcohol based fresh wipes to thoroughly wet surface. To sanitize: Allow surface to remain wet for 10 seconds. Air Dry.	Single use isopropyl alcohol wet wipes, disposable	Safe to use on electronics including Smartphones, Tablets and POS equipment
Touch Free Hand Sanitizer	Minimum 70% alcohol hand sanitizer solution, rub hands together until dry.	To clean hands if handwashing is not available	General use to kill bacteria and viruses