



## **Birthday Parties at The LINC Youth Centre COVID-19 & Procedures FAQ**

### **General Information**

Please stay home if you, your child, or anyone else in your household becomes sick. If you need to assess your symptoms, please call 8-1-1 or use the BC COVID-19 Self-Assessment tool:

<https://www.thrive.health/bc-self-assessment-tool>.

The Worksafe BC safety plans for Courtenay Recreation programs will be posted on our website prior to the planned start of birthdays on September 26.

The health and safety of our residents and staff is the top priority. We are offering a limited selection of low risk programs. Programs will operate with reduced capacity and activities may be increased or decreased based on demand and public safety.

All facilities and activities will meet strict health and safety guidelines as set out by the Provincial Health Officer (PHO), Worksafe BC, Island Health and other appropriate industry associations. Many additional safety measures have also been implemented throughout our facilities & programs to ensure user safety. As we reopen, we will evaluate our procedures and programs and modify them as necessary.

We have assessed all activity spaces and determined how many users can safely participate in our programs at any given time, based on physical distancing requirement as set out by the PHO. We will increase the frequency and cleaning of all high touch surfaces.

### **For Everyone's Safety:**

- Pre-registration is required.
- Party guests who are sick will not be allowed entry into facilities.
- Birthdays will have a capacity limit on participants and all participants may not be able to use the skatepark at the same time.
- Contactless payment is required – online or over the phone.
- Upon arrival, participants must acknowledge the health declaration and wash/sanitize their hands.
- Participants are requested to maintain a 2-metre distance at all times.
- Follow any posted signage in the facility.
- Wash hands frequently.
- Follow sanitization and COVID directions as explained by staff upon entry (ie: equipment use procedures).
- Encourage party guests to bring their own water bottles as the fountain will not be available
- Bathrooms are only available for party guests.
- Bring only what you need to limit contact between participant belongings.
- Activities may change at any time to accommodate COVID-19 safety protocols.

Host parent will be asked to have all participants' contact information available when they arrive for their booking. This is so the information can be recorded onto our contact tracing sheet that will be provided to Public Health in the event of an exposure. The host parent may be asked to assist in signing guests in on the waiver sheet and having them initial for acknowledgement.

### **Physical Distancing**

All program spaces have had their capacity reduced to ensure that there is enough room for participants to maintain the appropriate amount of physical distance from other individuals based on the type of program they are participating in. Unnecessary furniture, material and equipment has been removed from hallways in high traffic areas. We have planned for additional time between programs to ensure that participants can safely enter and exit the facility in a distanced manner and that all equipment and supplies can be thoroughly sanitized before the next program.

We will do our best to keep participants 2 metres apart, but this can be challenging with children. The recommendations from childcare settings isn't to enforce physical distancing with children but to encourage it and have a "hands to yourself" practice. The recommended guidelines can be found here: [http://www.bccdc.ca/Health-Info-Site/Documents/COVID\\_public\\_guidance/Guidance\\_Child\\_Care.pdf](http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/Guidance_Child_Care.pdf). We request that host parents or other adults present help staff encourage physical distancing between participants.

### **Make & Take Parties**

For these parties, tables and supplies will be set up in a manner that facilitates physical distancing. Participants will each have their own set of supplies, and staff will handle any other supplies that need to be distributed. Finished projects will be put in zip-lock bags and placed in an area where they can sit separately from each other.

Based on the guidelines from the British Columbia Parks & Recreation Association (BCRPA) and Island Health, and taking into account physical distancing and safety of our users, Courtenay will base its' maximums on that recommendation. Subsequent phases may allow for an increase in program participants. BCRPA guidelines for distancing include 1 metre radius for static activities and a 2 metre radius for active activities. Changes may be made and updated as necessary in the skatepark, games room, and during certain activities.

### **Food Handling & Pizza Parties**

A sanitized table and table cloth will be provided for host parents' use to place any food or drinks that they bring to their party booking. Parents will be in charge of safely handing out their personal food and drink items, and sanitizer will be available for all participants before handling food items.

If your birthday package includes pizza delivery, staff will be handing out the pizza to one participant at a time. Participants will be asked to wash their hands first then be asked to come forward to receive their pizza. Staff will be wearing a mask and gloves while handing out their pizza.

### **Facility Access**

Our facility will not be open to the general public so participants will be asked to wait outside until the booking begins. Host parent will be allowed entry start setting up 10 minutes prior to the booking time. Other participants are asked to wait in their vehicle to reduce the amount of congestion around the entrances, then utilize the 2-metre markers along the side of the building. Parents of party guests are asked to not enter the facility.

### **DISCLAIMER**

*Although Courtenay Recreation as implemented a thorough COVID-19 safety plan, as well as related health and safety measures, COVID-19 is a highly infectious disease and there is an inherent risk of exposure in any place where people gather in groups of any size. This risk is unable to be eliminated fully. Notwithstanding, by participating in Courtenay Recreation programs, participants accept the risk that they may be exposed to COVID-19.*