UTM Safety Plan: Athletic Facilities

1.0 Scope
Describe the department to which this procedure applies.

This Safety Plan applies to all athletic facilities on University of Toronto campuses (St. George, Scarborough (excluding TPASC), and Mississauga).

2.0 Screening
Describe how screening will be conducted.

1) No member drop-ins are allowed; all members must book time for using exercise equipment and other facilities. Bookings will be limited to 1 hour (60 minutes).
2) During the booking process, members will be reminded to self-screen and be provided with a link to the UofT Self-Screening Poster. Members will be reminded that if they answer ‘yes’ to any of the screening questions, they are not to come on-site and they are to re-schedule their booking.
3) All UofT staff and students are to complete Screening prior to coming on university owned/operated premises.
4) Upon arrival at the athletic facility reception/check-in desk, staff will verify that the member has completed their self-screening prior to being allowed to entry.
5) The check-in software records who has been at the facility and when in the event contact tracing is required. This information is retained for a period of at least one month.
6) Members who appear ill with COVID symptoms may be offered alternative booking arrangements/accommodations, to be assessed on a case by case basis.

3.0 Physical Environment/Physical Distancing
Describe measures that will be put in place to provide for physical distancing.

1) An impermeable barrier will be installed at the reception/check-in counter or a physical distance of 2 metres (e.g. strategically placed tables and stanchions) will be maintained between staff and members
2) Staff shift start time, end time and break/lunch times will be staggered where appropriate.
3) Floor decals or tape will be used to delineate areas and maintain physical distancing (2 metres) for staff and member areas (e.g. areas where queuing may occur).
4) Excess furniture will be removed.
5) Fixed furniture that cannot be removed will have a "do not use" or Restricted Seating sign.
6) Maximum occupancy signs, based on physical distancing, will be posted in common areas (e.g. entryways, reception, workout areas, change rooms, elevators, washrooms, equipment areas etc.).
7) Booking process will limit the number of members at the facilities at one time to comply with allowable limits under provincial regulations and public health directives.

These Safety Plans are written in compliance with provincial regulations and public health directives effective November 13, 2020. They will be amended when necessary to maintain compliance as regulations and public health directives change. They describe the safety plan in place when the facility is open. From time to time provincial regulation and public health directives require some facilities to be closed. * Please post this safety plan in a conspicuous place where it is most likely to come to the attention of individuals working in or attending the location.
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8) Physical distancing signage reminders will be posted throughout the facility including stairwells.
9) Locker rooms, change rooms, showers and club house/lounge areas will be closed to members until further notice, per provincial regulations, unless to provide access to equipment storage, a washroom or first aid.
10) Where fitness classes are permitted, instructors will use microphones to provide class instructions if the instructor would need to raise their voice beyond normal conversation and each class will be held in its own room.
11) Where weight rooms or rooms with cardio and other equipment are open (3m requirement – consideration to be given regarding placement of equipment in weight/exercise room to maintain the appropriate distance).
12) Where music will be played, it will not exceed the level at which normal conversation is possible, to discourage shouting or yelling.
13) No spectators, guests or visitors will be allowed. Only members who have a booking will be allowed to enter the facility with the exception of a parent if the member is under 18 years of age.
14) Where possible, tasks have been modified to be done virtually, by phone or by email to reducing the number of staff on-site at one time.

4.0 Hand Hygiene, Cleaning & Disinfection
Describe hygiene facilities and cleaning/disinfection that will be carried out.

1) Handwashing facilities are available in washrooms. Washrooms will be checked for soap and paper towels on a regular basis during the day.
2) Hand sanitizer stations are available throughout the facility and will be checked regularly during the day.
3) High touch surfaces will be disinfected per the Tri-Campus Caretaking Strategy for Return to the University
4) Shared equipment and countertops will be disinfected by staff before use. Disinfectant will be provided to staff for use.
5) Where possible, each member will obtain a set of equipment (e.g. dumb bells) for their own use throughout their visit.
6) When the member is finished using a piece of equipment, the member, under the supervision of a staff member, will disinfect their equipment before another member uses it.
7) Staff will conduct additional disinfection on equipment where needed.

5.0 Mask and Face Covering
Describe mask and face covering requirements that will be in place.

1) Except when engaging in fitness or athletic activity, all staff and members will be wearing a non-medical mask or face covering when they are indoors per provincial regulation and applicable university policies, procedures.
2) Extra non-medical masks will be kept on-site in the event an individual forgets, damages or looses their own non-medical mask or face-covering.
3) Information on non-medical masks will be posted: NON-MEDICAL Cloth Mask Poster
6.0 Personal Protective Equipment (PPE)

Describe any additional PPE that will be needed (if applicable).

1) In most circumstances, physical distancing will be followed and non-medical masks and face coverings will be worn. Note: non-medical masks and face covering are not considered PPE.

2) If a staff member is not able to maintain physical distancing consistently, a medical grade mask will be used by the staff member. Information on medical masks will be posted: MEDICAL Mask Poster.

3) Where first aid is required, staff providing first aid will follow the Guidance for workplace identified First Aiders during the COVID-19 (Coronavirus) Pandemic and maintain physical distancing if possible. If it is not possible to maintain physical distance due to the circumstances, staff will wear a medical grade mask, eye protection, face shield and gloves when providing first aid. Where there is a significant risk of exposure to blood, a disposable gown is to be worn.

For the latest information about U of T’s COVID-19 response, please see the UTogether2020 page and the University’s Coronavirus page. Please take the time to review our Frequently Asked Questions (FAQs) and the Human Resources & Equity page on COVID-19 (e.g. Return to Work Processes during COVID-19 Response document). If staff or fitness facility members have a question that is not covered, please consider using the Contact Us button located at the top of the FAQ section to submit your question.