



Return to Play Phase 1

June 22, 2020

Table of Contents

LBNS Bowls Participation Rules (for all Clubs) 3

LBNS Common Operational Safety Procedures 7

Bowls Participation Rules

This Provincial Sport Organization (PSO) – Lawn Bowls Nova Scotia (LBNS) Return to Play (RTP) Phase 1 plan will contain three (3) sections:

- a) Detailed listing, to be adopted by all clubs as Common Operational Safety Procedures (see National Sport Organization (NSO) – Bowls Canada Boulingrin (BCB) document CHECKLIST).
- b) Documented and approved, individual Club-specific Operational Safety Procedures, for each club, as appendices in the RTP Phase 1 plan.
- c) **Bowls Participation Rules.**

Purpose

Protection of the health and safety of all members.

Safe return to play for our sport of bowls in Nova Scotia.

Prevention of contagion spread.

Authority

LBNS Safety Officer, Club Safety Officer, and on-duty Monitor hold the responsibility to ensure compliance with these rules and have the authority to apply LBNS-sanctioned measures when non-compliance occurs. Infractions will be recorded with LBNS Safety Officer on the day of occurrence.

A. Tracing Protocols (Public Health requirement)

- LBNS must implement tracing protocols for our sport before allowing participants to return to play at facilities.
- Tracing protocols for LBNS RTP, require clubs to keep accurate records of participants and volunteers, and their contact information, throughout Phase 1 (and subsequent phases).
- Clubs must appoint a Safety Officer and may form a Safety Committee that will be responsible for overseeing and monitoring the return to play protocol.
- Club Monitors will keep daily records and submit these to Club Safety Officer on an on-going basis or upon request by overseeing authorities.
- Each club's Safety Officer will retain the weekly schedule and attendance record (names only) for their respective clubs to be made available to LBNS Safety Officer when requested.
- Each club must establish a process to notify members and those directly impacted should a participant test positive.

B. Pre-Screening

- All participants must register with their club for participation, with their individual contact information, before being scheduled to participate and/or volunteer.
- Clubs will post signs (COVID-19 symptoms, *Pre-screening* questions, BCB Infographic, proper handwashing, safe distancing) to ensure that all participants are aware of safety and Public Health information.
- Each participant and/or volunteer must complete the LBNS Return to Play Waiver and the Declaration of Compliance, to be submitted to their Club Safety Officer before engaging in activities at the club.
- Each Club will submit to LBNS Safety Officer an up-to-date list of participants and volunteers, and their contact information, upon request.

- Clubs must organize a schedule of play, for members wishing to participate, with their contact information, and a list of volunteers, with their contact information.
- Participants may engage in activity at only one club throughout the Phase 1 time period. This may be reassessed for Phase 2.
- Each Club Safety Officer will confirm with LBNS Safety Officer, that all safety protocols are established and the club's status for readiness to begin.
- LBNS Safety Officer will carry out announced and unannounced inspections throughout Phase 1.

C. General Safety Protocols

- **If you are feeling unwell, regardless of the symptoms, stay home.**
- A list of **symptoms of COVID-19**, on a '**STOP Do Not Enter**' caution sign, will be posted at club entrance. These posters will be made available to each club.
- **Clubs are required to educate volunteers and participants on Phase 1** protocols and respective responsibilities for participation or volunteering.
- **Mandatory training** will occur for all Club's volunteers, prior to opening. See Appendices for specifics.
- **Safe Social Distancing** is expected at all times, by all participants, both on and off the green. (A poster reminding of this will be available for each club to display.)
- **Each participant must answer the *Pre-screening* questions and confirm their intent to comply** with all safety and participation rules, each time they are to be admitted.
- **Bowlers may be required to wear masks while coming and going** from their assigned rink. They may choose to remove masks while rolling bowls. This will depend on Club-specific recommendations around the use of masks.
- **Clubs will educate volunteers and participants on proper handwashing and hygiene techniques.** A poster will be available to each club for display. **Participants should clean their hands frequently rather than wear gloves and should avoid touching their faces.**
- **A communication plan will be established for Safety Officer** to keep volunteers and participants informed/updated on issues affecting the club.
- All surfaces and materials will **be disinfected before and after use.**

D. Turf Maintenance

- For Phase 1, continue following safety standards for minimum requirements to maintain greens. Follow BCB instructions for green maintenance.
- Protocols for operations and safety will be posted.
- When groundsheets (or aprons) are required to be used, to protect the green, they must be laid at the beginning of the day and remain in place until the end of the day. Groundsheets must be disinfected at the end of each day. The alternative is to close the green for that day to prevent damage to the surface.
- Club Greens Chairperson/Director, for clubs with grass greens, should be in communication with municipal greens crew, and with LBNS Greens Committee Chairperson, Don Murchy, to determine days and dates for the applications to the greens that prohibit their use. This is important information for each club's Schedule and LBNS records.

E. Phase 1 Clubhouse / Indoor Restrictions

- **The clubhouse, washrooms, and closed-in spaces (i.e., bowls rooms) will remain closed to further reduce the potential of infection spread and to comply with Public Health and municipal facility use requirements.** This will be re-evaluated for potential movement to Phase 2. Any Club variation regarding “emergency access” (e.g. to washrooms), will be stated in Club-Specific Operational Safety Procedures.
- **Signage** will be posted by all entrances, outlining the safety protocols and social distancing guidelines. (Signs include those for social distancing, handwashing, pre-screening questions, COVID-19 symptoms, and BCB infographic poster for bowls activity.)
- **Each Club’s first aid kit and Emergency Action Plan information** will be situated in an accessible location, outside of the clubhouse.
- **Water taps/fountains will be closed. Please bring your own water.**
- Clubs will provide **hand sanitizer or disinfectant wipes** in common places (or bowlers will bring their own – club decision.) Participants are asked **to take home their own waste material.**
- Playing time slots will consist of a **maximum of one hour** during Phase 1 to provide more opportunity for people to get out on the green over the day. Participants may be permitted to schedule more than one block in a day, but not two back-to-back, and only if equitable in distribution among participant requests.
- **A “waiting area” should be marked appropriately with physical distancing cues, away** from the playing areas, so that participants in the earlier time slot do not cross paths unnecessarily, going to and coming from the facility.
- Participants are **not permitted to congregate in the parking lot** either before or after they have finished bowling. Clubs will post a sign to remind bowlers of this protocol.

F. Phase 1 Equipment Use Limitations

- **Bowlers will bring and use their own bowls**, and if they so choose, their own jack and own mat. Bowls and other personal items must be cleaned at home between uses. (Clubs may consider lending a set of bowls. *Please request to LBNS to make schedule arrangements for access to bowls storage facility for this lending procedure.*)
- Club **jacks are to be used only once** before being sanitized by the appointed safety personnel. Clubs will designate a separate area around the facility, outside the bowls storage area, for **placement and cleaning of jacks** to be used during Phase 1.
- **Participants will not access closed spaces or restricted equipment.** This includes benches. (Outside benches will be considered ‘off-limits’ unless a club commits to regular sanitization of all exposed surfaces of the furniture.)
- Cleaners will ensure that **used club jacks are appropriately cleaned, stored**, and are ready for use for subsequent days.
- **All volunteers, such as Monitors, Cleaners, and Safety personnel, will wear appropriate Personal Protective Equipment (PPE)** as necessary, for assigned duties. PPE may include mask, gloves, safety goggles, and/or possible ‘apron, when sanitizing jacks and surfaces, and handling waste materials.

G. Phase 1 Bowls Participant Expectations

- **Participants will communicate with the Scheduler** to be assigned a time block. Club Scheduler volunteer will manage the scheduling process (electronic, if possible).
- **Participants will pre-schedule the use of a rink.** Those without a pre-scheduled time will not be permitted access. Do not just show up.
- **Participants will arrive no more than 5 minutes before their scheduled time** slot to discourage loitering. Leave promptly when you are finished.
- **Participants will wait** for Monitor signal for enter facility, for their pre-scheduled time to participate. **These participants will wait in the designated waiting area, or in car, upon arrival at the club.**
- **Do not loiter in the parking lot** before or after you have finished bowling.
- **Do not bring visitors** with you to your scheduled bowling time slot.
- **Monitor will refer to posted signs and proceed with *Pre-screening* questions and protocol, with each participant upon entry.**
- **Each participant will agree to adhere to the club protocols during their block session (Declaration of Compliance waiver signed).**
- **Monitor will ‘check in’ participants and indicate assigned rink,** record time. Monitor will proceed with ‘check out’ at the end of the one-hour session.
- The **number of people on a rink is a maximum of two** during Phase 1. Follow Public Health guidelines for **physical distancing** by staying a minimum of two metres, 6 feet, away from each other, on and off the green.
- **There will be at least one empty rink** between rinks being used.
- **Stick to your assigned rink and maintain physical distancing.** Do not visit with other people.
- **Do not shake hands or high five.**
- **No club mats will be used during Phase 1.** Bowlers may bring their own mat or towel, but these must be taken home and cleaned after use.
- **Two jacks, one for each end, may be used on each rink. Designate one person** to use and set each specific jack, if to be used. Tennis balls or half tennis balls may be used. The jacks, if used, will be cleaned and sanitized before and after use. A designated area for soiled jacks will be set.
- **Draws and tap shots are anticipated, drives are not,** to avoid crossing into another rink.
- **No games, tournaments or competitions will take place during Phase 1** of RTP plan. (Modified games and other formats of play will be re-evaluated for further phases.)
- **No scoreboards, pushers, rakes, or measuring devices will be used during Phase 1.**
- **Do not touch** someone else’s bowls, jack, or towel. **Do kick** the bowls in or **pick up your own bowls. Do not share any equipment.**

Common Operational Safety Procedures (for all clubs)

This Provincial Sport Organization (PSO) – Lawn Bowls Nova Scotia (LBNS) Return to Play (RTP) Phase 1 plan will contain three (3) sections:

- a) Detailed listing, to be adopted by all clubs as **Common Operational Safety Procedures** (see National Sport Organization (NSO) – Bowls Canada Boulingrin (BCB) document CHECKLIST).
- b) Documented and approved, individual club-specific Operational Safety Procedures, for each club, as appendices in the RTP Phase 1 plan.
- c) Bowls Participation Rules.

Purpose

Protection of the health and safety of all members.

Safe return to play for our sport of bowls in Nova Scotia.

Prevention of contagion spread.

Authority

LBNS Safety Officer, Club Safety Officer, and On-Duty Monitor hold the responsibility to ensure compliance with these rules and have the authority to apply LBNS-sanctioned measures when non-compliance occurs. Infractions will be recorded with LBNS Safety Officer on the day of occurrence.

Process and Procedures

1. **Public Health guidelines** will dictate the safe practices that will enable our members to bowl at clubs.
2. RTP guidelines, modeled after NSO-BCB guidelines, provide **framework for LBNS RTP plan** (allowing for made-to-fit NS modifications), to include both **Bowls Participation Rules** and **Operational Safety Procedures** (2 parts: a common set for all clubs and a club-specific set, for each club).
3. Municipal (if applicable) and Public Health guidelines for **facility use** will be followed to ensure safe RTP participation. Special safety conditions:
 - a) **Accessing the club or green, other than during the pre-scheduled bowling sessions**, during the day or evening, will be done through contacting the Club President or Club Safety Officer. That requirement is in effect whether or not there are greens maintenance workers or a summer employee present, and/or the gate is open.
 - b) **Unscheduled or unsupervised activity on the green is prohibited** without explicit permission through Club's Safety Officer. Permission cannot be granted by the summer worker nor the municipal greens maintenance workers. Granting of this type of 'special access', when given, will be accurately recorded by the Club's Safety Officer.
4. All clubs will seek **insurance certificate from SNS provider**, to include their **respective municipality**.
5. All clubs will obtain a **signed insurance waiver** from each participating member (BCB waiver template).
6. All clubs will obtain a **signed Declaration of Compliance** from each participating member (BCB waiver template).
7. All clubs will conduct **general education session(s)** for their members of operating and bowling restrictions and requirements (could be conducted virtually). This must be done prior to the bowls season opening, with a recap at club before participants go on the greens.
8. All clubs will **submit member and contact information to LBNS**, for:
Current Executive, Board, and Activity Leaders

Safety Officer (Health and Safety Committee Chairperson)
List of participating members for Phase 1.

Additional Common Elements

- a) Production, posting of signage (5 signs (COVID-19 symptoms, *Declaration of Compliance* questions, Bowls Participation Guide, handwashing, physical distancing).
- b) Acquisition of approved sanitization products and protective gear.
- c) Protocols for lending of bowls.
- d) Documentation of sanitization needs and procedures.
- e) Listing of volunteers and duty description.
- f) Training of volunteers.
- g) Ensuring training, scheduling of participants and volunteers.
- h) Documenting methods of recording for tracing.
- i) Maintaining records.
- j) On-going communication with LBNS Safety Officer.

Safety Officer Duties (Health and Safety Committee)

- a) Ensure rules and signage are posted.
- b) Arrange for general member and volunteer education session(s).
- c) Arrange for training for volunteers involved in screening, cleaning, monitoring; keep record.
- d) Ensure and record that education and training has taken place for participants, volunteers, cleaners, officials, summer worker.
- e) Maintain the log of all participants, volunteers and employee who were at the club each day.
- f) Every week shall have available for LBNS Safety Officer, a listing of anyone who was at the club the past week and on which date or dates.
- g) Responsible, with others, to ensure that the summer worker, monitors and officials who are at the club report that they have completed the screening procedure every time they are at the club.
- h) Responsible, with the Club President, to address any reports that any club member is not following safety and bowling guidelines.