

THE DISABLED SAILING ASSOCIATION (DSA BC)



COVID-19 VOLUNTEER SAFE PLAN

The Disabled Sailing Association's highest priority is to the safety of our staff, volunteers, & participants. DSA follows the protocols of the Jericho Sailing Centre as well as requirements from WorkSafeBC, provincial health authorities, and DSA management. Thank you for adhering to our protocols and your commitment to everyone's well-being.

A. WorkSafeBC Safe Plan

First Level of Protection: Elimination

- a. The DSA has reduced the number of sails to one every half hour to minimize overcrowding on the compound. For this reason, we will only be requiring one volunteer every half hour.
- b. Prior to arriving, all volunteers are required to complete a COVID-19 pre-screening form. We ask that the form is completed honestly, and that those who display any symptoms, have been travelling recently, or are at high risk refrain from entering the compound.
- c. Volunteers will not be permitted to enter the main office area. The posted maximum occupancy limit is five (5) individuals, namely the DSA staff. Any equipment necessary prior to sailing will be retrieved by a staff member. Signs will be posted to indicate a designated waiting area within the compound for volunteers to wait before their sail.

Second Level of Protection: Barriers and Partitions

The DSA will not be installing any barriers or partitions around the compound. In incidences where social distancing cannot be maintained, personal protective equipment will be worn (see Fourth Level of Protection).

Third Level of Protection: Rules and Guidelines

- a. We would like to minimize the spread of disease by decreasing direct contact with surfaces and equipment by non-staff members. For this reason, we ask volunteers to refrain from doing the following: (**exceptions may apply to land volunteers)
 - Pulling boats using the third wheel trailers
 - Adjusting the sail controls of the boat without prior permission from staff
 - Winching boats up or down the ramp
 - Operating the lift
- b. We would like to minimize the number of individuals coming within 6 feet of one another. For this reason, we ask volunteers NOT to assist with any client transfers. We will be asking clients to bring a caregiver or family member who has been in contact with them to assist with the transfer in and out of boats if they are trained to do so. If a client comes alone, staff members will be wearing extensive personal protective equipment for these transfers.
- c. A number of WorkSafeBC and DSA signs will be present around the compound outlining proper procedures and conduct. Volunteers must necessarily abide by these guidelines in order to create a safe environment.
- d. Volunteers are asked to bring their own Lifejacket or Personal Flotation Device (PFD) if they have it. This will minimize the number of surfaces contacted by multiple individuals. DSA will provide sanitized life jackets if this is not possible.
- e. As part of our updated safety plan, the DSA requires all volunteers to bring a safety whistle with them while on the water. DSA asks volunteers who have their own safety whistle to bring it with them, otherwise the DSA will provide you with one that is new (still in packaging).

Fourth Level of Protection: Personal Protective Equipment

- a. In accordance with Jericho Sailing Club Association (JSCA) guidelines, a mask must be worn at all times while on the compound. This must be accompanied by social distancing from all other individuals on the compound when possible. We ask volunteers to please bring a mask with them. DSA will provide free disposable masks if necessary. Do **not** purchase them from the JSCA check-in desk.
- b. We recognize that while sailing, social distancing must be broken between the volunteer and the client. For this reason, volunteers are required to a face mask while sailing. Face

shields will be available if desired. Volunteers are only required to wear a face shields when helping with client transfers. Face shields must not be shared between volunteers. We ask that you sanitize it before and after every shift, take it home with you, and bring it back with you every subsequent shift at the DSA. Please refrain from using your face shield for purposes other than your shift at the DSA.

B. DSA Specific Procedures

Before Arriving at the Compound

1. Fill out the following COVID-19 self-assessment survey before your first sail: <https://bc.thrive.health/covid19/en>. We will ask you for a screenshot or printed copy of the completed survey when you check in the day of your sail.
2. Bring your own reusable or disposable face mask. If necessary, the DSA will provide a free disposable one.
3. If possible, bring your own lifejacket or PFD with you, preferably equipped with a safety whistle.
4. If you have your own face shield, or have one previously supplied by the DSA, bring it with you. Ensure you have sanitized it with an alcohol solution of 70% or greater, or a chemical disinfectant before and after every use.

Once Arrived at the Compound

1. The JSCA has set up a check in point before entering the compound. Please ensure to sign in with them, and obtain a free mask from DSA if you do not already have one. Do **not** purchase one from the JSCA check-in desk.
2. A sink will be present immediately after the check in area. Please wash your hands with soap and water here before proceeding.
3. The DSA will be setting up a table outside for clients and volunteers to check in. Please proceed to this area. Be prepared to show us a screenshot of your completed COVID-19 self-assessment survey if it is your first time sailing.
4. Please wait in the designated waiting area until the boat is ready to be launched. This area will be indicated by a sign. DSA Staff will bring you a sanitized radio (and a face shield, lifejacket and new whistle if required).

5. The DSA boat will have been fully sanitized prior to your sail. Hand sanitization before entering the boat is mandatory.
6. Sail as usual but minimize your contact with the client. Do not touch your eyes, mouth or face while sailing.

Returning from a Sail

1. As soon as possible after landing, sanitize your hands using the hand washing stations or hand sanitizers provided.
2. We will ask you to sanitize the following items before you leave the compound:
 - Your radio
 - Your lifejacket, if you used one provided by DSA

Signs indicating sanitation procedures will be located around the compound, and hands must be cleaned in between each sanitization. Ensure you keep either a face mask or face shield ON until you have exited the compound.

C. Summary

1. All volunteers must complete a COVID-19 self assessment survey prior to their sail, and show a screenshot of their result to a staff member (<https://bc.thrive.health/covid19/en>).
2. Masks are mandatory in order to enter the JSCA and must be worn while sailing. Please bring your own.
3. Face shields must not be shared between volunteers. We ask that you sanitize it before and after every shift, take it home with you, and bring it back with you every subsequent shift at the DSA. Please refrain from using your face shield for purposes other than your shift at the DSA.
4. Volunteers will not be permitted to enter the office area. A designated waiting area within the compound will be indicated, and any necessary equipment will be collected by staff from the office.
5. Volunteers are asked NOT to handle equipment around the compound. Third wheel trailers, the winch, the lift, and other equipment are restricted to staff members only. If equipment on the boat needs to be adjusted, please consult with a staff member first.

6. Volunteers are asked NOT to assist with the transfer of any clients in or out of the boats, unless directed to do so.
7. If possible, volunteers are encouraged to bring their own lifejacket, preferably equipped with a safety whistle, with them. If this is not possible, the DSA will provide sanitized life jackets and new whistles.
8. Hands must be sanitized at the following times:
 - a. Upon entering the compound
 - b. Prior to entering the boat
 - c. After returning from a sail
 - d. After sanitizing radios and/or life jackets
 - e. Before leaving the compound

****Disclaimer:** Our rules and guidelines are in place to maximize the safety of our clients, volunteers, staff, and members of the Jericho Sailing Centre. Please ensure you cooperate and follow the rules. The staff reserve the right to refuse service to those who don't abide.

Thank you from your DSA staff: Avi Nachmani, Abbey Flintoff, Gurleen Heer, Laura Joyce, Loïc Cruz-Iqbal and Emilie Desrochers.