



Manotick Curling Club Return-to-Play Plan

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1. PRESIDENT'S MESSAGE

The Manotick Curling Center was established as a three sheet facility in 1964, and has enjoyed steady success in the years since. People in Manotick and surrounding communities see the Curling Center as an established focus of community activity.

2020 is a year that will go down in history for the effect COVID-19 has had on societies across the world. Locally COVID-19 put a quick and unexpected halt to our 2019/20 curling season and is creating extreme operational challenges for curling clubs across North America to reopen.

The Manotick Curling Center has a plan to get back on the ice which has been created by the Board of Directors and members. The overriding focus of our plan is safety first. We hope you will read the plan and understand that "back to normal" will take some time, and until then, short term changes and sacrifices will have to be made for the good of our membership and society at large.

If you have questions or comments please write to any of the Board members.

Bill Davis

President

Manotick Curling Center



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2. Executive Summary

The Board of Directors, along with significant assistance from an ad-hoc, Return-to-Play committee, has drafted the following Return-to-Play guidelines for the 2020/2021 season of curling at the Manotick Curling Club. In doing so, we have first and foremost kept one key guiding principle in mind: the health, safety and well-being of our members, our staff and contractors and your respective families and community. In conjunction with guidance from local health authorities, various levels of government, national and provincial curling associations and input from key members of our MCC curling family, we believe we are able to present a plan to our members that will allow you to participate in a game you love, to socialize (safely) with friends and to do so in a manner that offers you the highest level of comfort, confidence and safety.

We hope that you take the time to read and digest the material in this document. However, below are a few paragraphs that attempt to summarize the key points of our plan. These points cover the main elements of the broader plan and speak to the importance around Safety, Social Distancing Behaviour and Safe Game Play. Again, the details of the plan are explained further in the broader document and we encourage you to read it in detail.

That being said, here is the summary:

We will begin our season one month later than normal (November 1st) and finish one month later. This will allow us time to prepare the club to safely welcome members and to save on energy costs.

Entry to the building will be limited to MCC members only based on the criteria outlined in the “**Who is allowed in the Club**” section below. Flow of people in/around the club will be as per Appendix A.

At a minimum, we will follow all guidelines from the government and curling bodies regarding sanitizing frequently touched surfaces as well as minimizing the surfaces that need to be touched. We will be removing all shared equipment such as brooms, delivery devices, and stabilizers.

The locker rooms will be closed and we will require that curlers come dressed for play. Part of the lounge will be used to store coats and for pre-game prep. We will control and limit the flow of people in and out of the building, on and off of the ice, in and out of the washrooms and in and around the lounge

We will be allowing only one sweeper per rock and only one player at a time in the house. We will adopt the Curling Canada/CurlION guidelines for player movement on the sheet. Details can be reviewed in the Game Play and Appendix B sections of this document.

For most leagues we will limit game play to Sheets 1 and 3 only, and teams will be required to stay on their side of their playing sheet when not the throwing team. We will also have markers on the ice to help players maintain social distance. Other recommendations related to safety during game play



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include: staggered start times, no extra ends, and not using the scoreboard. Please see the details on Game Play further on in this document.

Without exception, we will require all individuals and members to wear masks both in the club area and while playing (non-medical grade). We recognize that some might have concerns about this and that the wearing of masks will cause problems for some people, especially for those who need to wear glasses during play and for those who have difficulty breathing with a mask. Some of the changes in play will reduce these concerns but they will not remove them. We regret that some members will not be able or willing to play under these conditions. The Board strongly believes that masks will make us all, including our families, safer.

Our club has a deserved reputation for supporting each other. We see this every time we curl in the welcome we get from other members. We ask that you extend this spirit to supporting the decision to wear masks to protect your friends and family.

We will create and implement a record of attendance at the club to enable contact tracing.

In the building members will be required to practice all recommended social distancing rules, regulations and best practices, including the following:

While in the club:

- A mask must be worn by everyone while entering the club and at all times within the club
- ***Masks can only be removed temporarily while consuming liquids or food.***
- Wash hands regularly
- Maintain 2m distance from others
- Avoid touching your face.
- Sneeze or cough into your sleeve

On ice

- If running full team games we will only use sheets 1 and 3. Sheet two will be a buffer zone and used for travel up and down the two sheets in use.
- Players are to remain on their side of the sheet when not throwing
- If playing Scotch Doubles all three sheets can be used but players must be extra careful to social distance.



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3. PLAN OVERVIEW

i. Introduction

As discussed during the May 2020 Annual General Meeting, a plan for returning to curling at the Manotick Curling Club would be developed and presented to our members prior to finalizing a 2020/2021 budget and opening up registration for the season. This plan would be dependent on guidelines and regulations from Public Health officials and various levels of government as well as direction and guidance from Curling Canada and Curling Ontario (CurlON).

As of the writing of this plan, our community and our club fall under the “Stage 3” Public Health guidelines and regulations. The assumptions made to develop this plan were made using these Stage 3 rules. Additionally, Curling Canada and CurlON released their Return-to-Play guidelines on July 6th, 2020 and those guidelines and recommendations have also been utilized in the writing of this MCC plan. In all cases, these regulations and recommendations have been considered as the “minimum standards” and our customized plan does reflect situations where we have taken precautions that are above the minimum in order to best protect the health and safety our members, staff, contractors and indeed, our families and community.

The following is the Return-to-Play guidelines for Manotick Curling Center’s 2020/21 season. These guidelines will stay in force for as long as the Board of Directors (BOD) and membership feel they are needed to maintain a safe curling environment or the 2020/21 season comes to an end.

The COVID-19 pandemic has resulted in a very fluid and dynamic environment where Public Health and government regulations change frequently as the pandemic evolves. As such, it is impossible to foresee every possible future scenario and it is entirely possible that the evolution of the pandemic, and the resulting impact on these regulations, might create a need to alter our plans accordingly.

ii. Guiding Principles and Scope

In all cases, government and Public Health regulations and Curling Canada guidelines will be the minimum standards to which we adhere. Due to the number of at-risk individuals in our club, we feel an overabundance of caution is required.

We believe members who do not feel they are at risk will agree with the club’s cautious approach and will join and participate with the understanding that it is a short term sacrifice for the benefit of all.

iii. Communication plan

We plan to keep our membership informed all through the process. Below are some of the ways we will be communicating to the membership:

- Send out links to CurlON and Curling Canada guidelines and seminars
- Announce committee formation on the MCC website and on Facebook
- Send out the guidelines to all members via email and Facebook posts
- A survey of the membership will be sent out
- Telephone chains to membership to discuss plans to return
- Hold an all members special meeting



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iv. Plan Development

As mentioned in the introduction, our Return-to-Play plan was developed based on Stage 3 guidelines from various levels of governments and from our local Public Health as well as recommendations developed by Curling Canada and CurlION. One such recommendation was the implementation of an Ad-Hoc "Return-to-Play" sub-committee made of a mix of members and individuals representing various leagues and elements of club play, operations and facilities. As such, the MCC Board of Directors struck our own Return-to-Play (RTP) committee, with their mandate being to review external guidelines and regulations and to develop and present a customized plan that represents the best interests of all MCC stakeholders. That plan was subsequently presented to the MCC Board of Directors and it, in turn, is now presenting it to our members for consideration prior to the opening of registration for the season.

Our Return to play committee is made up of:

- Bill Davis - MCC President
- Paul Darche – MCC VP
- Whitney Quail – Director of Curling operations
- Bob Van Tongerloo – Director of Facilities
- Lindsay Allen – Head Ice Technician
- Gary Hall - Member
- Merv McBride - Member
- Gwyneth Harkin - Member
- Chris Bradford - Member
- Chris Innes – Little Rocks and Bantam

v. Risk Management

In general, there are four strategies for risk management that can be employed:

- ***Avoid***
- ***Reduce***
- ***Transfer***
- ***Retain***

Our proposed plan focuses mainly on guiding our members with **Avoiding** and **Reducing** risk. As with any activity, there will always be a portion of "risk" that we, as individuals, retain. In addition, and in the context of COVID-19 and our return-to-play, the transfer of risk is covered by our insurance policy.

vi. Contact Tracing/What happens if someone has, or thinks they have, COVID-19

If an individual is diagnosed with COVID-19 after entering or attending the facility, the individual will be asked to isolate, notify the MCC, and not attend any of the MCC'S facilities, activities, programs or services until the individual is cleared as non-contagious by provincial or local public health authorities.

If the individual experiences, or if anyone in the individual's household experiences, any signs or symptoms of COVID-19 after entering or attending the facility, the individual will immediately isolate, notify the MCC, and not attend any of the MCC'S facilities, activities, programs or services until at least



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14 days have passed since those symptoms were last experienced.

Anyone who curled on the same day (either at the same time or after) as the individual diagnosed with COVID-19 will be considered exposed and will be required to be tested for COVID-19. They will not be allowed to return to the club until cleared as non-contagious by provincial or local public health authorities.

For all Fixed team leagues: Skips will be required to send an email or text to the league convenor identifying any spares so that we are aware of who was in the building at any given time. The convenor will weekly provide this information to the Membership Director for tracking.

All drop in leagues will take attendance at each draw. These logs will be sent to the convenor weekly.

vii. Training and Orientation

We will create a training orientation plan to educate our members on the new guidelines. We are looking into creating a video to be distributed to all members.

4. MEMBERSHIP REQUIREMENTS

i. Waivers and Agreements

Assumption of Risk and other waivers (such as the recent Rowan's Law waiver covering concussion protocols), have always been part of our game and part of the responsibility of the individual playing the game. However, these unique and unprecedented times require that additional waivers and agreements be put in place. Accordingly, all members, in addition to paying their annual fees and dues, will be required to sign and submit the following (where applicable):

- a. Each Adult member to sign a Declaration of Compliance customized for MCC.
- b. Each Adult member to sign a "Return to Play" waiver
- c. Each parent or guardian of a member signs an "Informed Consent" agreement (if player is under 18)
- d. Each member to sign Rowan's Law waiver (if under 26)
- e. Each parent or guardian of a member under 18 signs a Rowans Law Waiver

ii. Who is allowed in the Club – Members, Visitors and Guests:

a) **Not Allowed:**

1. Member or Non-member spectators, visitors and/or guests are **not** allowed in the club at any time.
2. Renters. There will be no renting of the ice or the facilities to individuals or organizations until further notice.



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3. Outside leagues will not be permitted to use MCC ice or facilities for the time being due to provincial guidelines stating that no competitions outside of our own league are allowed.

b) Allowed:

1. Only MCC members who are about to play, playing or just finished playing and Convenors or Assistant Convenors are allowed in the club.
2. Members coming to the club during designated practice times. This could be open practice or designated team practice
3. Staff, Contractors and Suppliers who are essential to the operation of the club and its facilities.
4. Government and Public Health and Safety officials as necessary.
5. In all cases, anyone entering the club is subject to the following conditions:
 - As per government guidelines for public facilities everyone entering and inside the club, including members, staff and contractors, must wear masks at all times. Masks can be only removed temporarily while consuming liquids or food.
 - Each time an Individual enters the MCC facilities, the individual must not be diagnosed with COVID-19; OR If the individual was diagnosed with COVID-19, the individual was cleared as non-contagious by provincial or local public health authorities prior to reentering
 - Each time the Individual enters the MCC facilities, the individual must not have been exposed to a person with a confirmed or suspected case of COVID-19; **OR** If the individual was exposed to a person with a confirmed case of COVID-19, the date of exposure was more than 14 days prior entry into the club
 - The individual has not, nor has anyone in the individual's household, experienced any signs or symptoms of COVID-19 in the last 14 days (including fever, new or worsening cough, fatigue, chills and body aches, respiratory illness, difficulty breathing, nausea, vomiting or diarrhea, pink eye, or loss of taste or smell).
 - The individual has not, nor has any member of the individual's household, travelled to, or had a lay-over in any country outside Canada, in the previous 14 days. If the individual travels, or if anyone in the individual's household travels, outside of Canada after the last entry into the facility, the individual will not attend any of the MCC's facilities, activities, programs or services until at least 14 days have passed since the date of return to Canada.



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5. FACILITIES

i. **Signage**

Signage will be placed around the club to inform remind members of their obligations while in the club.

ii. **Cleaning and disinfecting protocols**

Cleaning rock handles is each member's responsibility. Cleaning supplies will be provided by the club. In order to help contain costs we will be asking one team in each draw to take the responsibility to wipe down all common high touch areas prior to leaving for the night. These areas will be fully defined but they will include:

- Door handles, light switches, railings, etc

iii. **Washrooms**

As our washrooms are small, only one person will be allowed in the washrooms at a time. We will install an internal lock so members can lock while in use. Sanitize hands after use.

iv. **Locker rooms**

Locker rooms will remain closed until further notice

v. **Entering and leaving the building traffic flow within**

- Members will be expected to arrive dressed to curl as the locker rooms will be closed.
- A maximum of 4 people are allowed in the club lobby. If there are 4 people in the lobby, others must wait for them to vacate prior to entering the area (from outside or from inside the club).
- The building will be divided into defined areas and have a specified "traffic flow". Please refer to the Flow of Traffic Diagram in Appendix A:
 - One door leading to the ice will be used to enter and the other to leave.
 - We will have a pre-game staging area as well as a post game area. The pre game area will be set up for members to put on their shoes and stretch. The post game area will have tables for teams to socialize at a safe distance.
 - We will divide the two areas with a coat rack system so people can hang their coats and store their bags.
 - If a member in the post game area needs to go to the washroom, they will be expected to travel to the washroom via the back stairs and through the basement hallway
 - To exit the building members in the post game areas are required to leave via the back stairs through the basement hallway but are asked to not enter the lobby until less than 4 people are present.
- Please keep your equipment with you in the pre-game area.

vi. **Smokers**

Smokers are expected to allow a minimum of 6 feet of clearance for members entering the building. This will mean smokers will be required to smoke in the parking lot once snow is on the ground.



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vii. **Water**

Water dispensers will be removed. Members are encouraged to bring their own water bottle.

6. LEAGUE PROGRAMMING

i. **Season start date**

We will begin our season one month later than normal (November 1st) and finish one month later. This will allow us time to prepare the club to safely welcome members and to save on energy costs.

ii. **Game times**

Where possible, we will plan to stagger game start times by 15 minutes to avoid many people arriving at once (reduce). We will also set the expected arrival and leaving time to limit draw cross over.

iii. **Adult League structure options**

We are recommending two game options. They are:

- a. 4 person teams, 6 ends playing only on sheet 1 and 3, or
- b. Doubles (Olympic or Scotch) played on all three sheets

Drop in leagues such as Tuesday/Thursday daytime and Saturday evening can play either 4 person teams, 3 person teams or Scotch or Olympic doubles depending on the turnout.

iv. **Competitive Junior Teams**

The Club will continue to support our competitive youth and junior teams as best as possible. Practice Ice will be made available accordingly. Our members of competitive teams will be expected to comply to all rules and regulations as defined by our return-to-play guidelines.

v. **Little Rocks/Youth Programs**

We may not run the Little Rock/youth sessions (Sunday) until at least January as physical distancing will be a challenge to maintain. The challenge with this programming is that it would be almost impossible to social distance. We will survey the parents to see how many are willing to return and how many would volunteer to help. A decision will be made after we have the results of the survey.

If we decide to run a Little Rocks program, parents or guardians will not be allowed in as spectators in accordance with our no spectator policy

vi. **Practice Ice**

Where the schedule permits we will allow practice ice however curlers are responsible for cleaning their own rocks.

In all cases, the rules and regulations related to entering and exiting the building and other safety protocols, including the wearing of masks, also apply to members using practice ice.



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vii. Learn to Curl

We will hold off on having a Learn-to-Curl program until at least the second half of the season.

viii. Bonspiels

It is recommended that intra-club Bonspiels can be held however there will be no dinner/celebrations allowed for at least the first half of the season. No bonspiels will include any non-MCC members

ix. Outside leagues

Outside leagues will not be allowed to use MCC ice for the time being due to provincial guidelines restricting outside competitions.

7. GAME PLAY

i. Common Rules – Regardless of League

1. No shared use of equipment. All club stabilizers and brooms will be put away.
2. Washrooms are to be accessed via the post game area, down the stairs to the lobby.
3. *Members must wear masks at all times while curling. It is recommended that members limit their exertion due to the breathing restriction of wearing a mask.*
4. Enter club no more than 15 minutes before game start.
5. Put gear in designate spot and put on shoes/stretch.
6. Enter the ice area through designated enter door.
7. In the event that games are starting at the same time, the teams and curlers assigned to sheet 1 should enter the ice surface first. Once these curlers are clear of sheet 3, the teams and curlers assigned to sheet 3 may enter the ice surface.
8. Instead of a hand shake, give a friendly wave or tap brooms to start the game.
9. Do not use coins to decide the last stone advantage in the first end. The league convenors may assign them every game or, use an online tool on your phone:
<https://justflipacoin.com/>
10. Loser of flip picks rock colour and which side (left or right) of the sheet they will use for the duration of the game
11. Players stay on the same side of the sheet that is designated after the coin flip. For example, if you are playing on sheet 2, always walk or position yourself on the sideline to sheet 1. This will keep players 10 feet apart.
12. Avoid using the scoreboard. Consider using a scorekeeping app on a phone.
13. One sweeper only on all delivered stones. No relaying (second sweeper taking over halfway down the sheet). The person in charge of the house is not allowed to sweep under any circumstances.
14. The skip of the non-delivering team must remain in the hack area until all stones come to rest. They are not allowed to sweep the opposition stone at all. (Lessening of physical distancing restrictions would/could allow this guideline to be removed.)



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15. The skip or vice skip (not both) of non-delivering team must stand at the hack until the other team is finished playing and has relinquished control of the house.
16. The skip or vice skip (both teams) may not sweep any stones (both colours) set in motion by the delivering team.
17. In the event of a tie, use a skip's rocks draw to the button tie breaker.
18. Once the game is finished, exit the ice surface through the out door, and proceed to the post game area. If the game on sheet 3 finishes before the game on sheet 1 is empty, please wait until there is a natural stoppage of play on sheet 1 before attempting to exit. Should the throwing team on sheet 1 be at the door end of the sheet, they will need to move away from the hack prior to the sheet 3 teams exiting the ice area.
19. Social time will be limited to ensure 2 draws do not end up in the post- game area, and so the Bar staff have time to clean and sanitize tables without members present.
20. We will insert two small markings, located four feet from each side of centre ice (roughly 69 feet from the end boards). These will be used to indicate where sweepers from the non-throwing teams must stand.

ii. **Fixed-Team: Game Play Protocol:**

1. Non-Delivering Team:
 - a. The two sweepers of the non-delivering team should be positioned on the new centre line marks on the ice while the other team is throwing. The player of the non-delivering team whose turn it is next to deliver should be positioned at hogline on the same side as the two sweepers on the same team.
 - b. The Skip (or Vice-Skip) will stand on the backboards but no closer than the hack.
2. Delivering Team:
 - a. The Skip has control of the house. The player whose turn it is to deliver is in the hack. The non-sweeping player is on the backboards. The sweeping player is at the T-Line.
 - b. Once the stone has been released, the player who delivered the stone proceeds down the centre line of the ice until the halfway point to the marking or to the hog line if it is their turn next.
 - c. After the stone comes to rest, the sweeper proceeds to the halfway markings. The non-sweeper travels to the halfway mark or the hog line depending on their turn to deliver or not.

Non-Fixed and Drop-In league Protocol (in addition to the above guidelines), curlers must:

1. In the lobby, a curler should remove their outdoor shoes/boots, place their name token on the position board, then move directly to the pre-game area to remove their outer clothing and change into their curling shoes to prepare to play and to warm up as desired.
2. Curlers should handle only their own name token when selecting their position to play (a natural exception to this would be the Convenor and/or Assistant Convenor).



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3. Once the teams have been assigned, the curlers assigned to sheet 1 should enter the ice surface first. Once these curlers are clear of sheet 3, the curlers assigned to sheet 3 may enter the ice surface. Once on the ice play as noted above
4. Post-Game - there will be no post-game coffee, tea or hot chocolate service. Members wishing to enjoy post game refreshments should bring their own thermos.

iii. Curling Canada diagrams of flow during 4 person game – Please refer to Appendix B

- a. The major difference between these diagrams and our approach is we will require curlers to stay on the same side of the sheet at all time while not sweeping or throwing.

iv. Example of recommended fixed league game play schedule based on a league with 10 teams or more (times will fluctuate based on league start time.)

Option 1: Teams of 4, 3 Draws, 6 ends, 48 Curlers total					
Sheet	Arrival	Start	End	Social time	Depart
Sheet 1	4:45	5:00	6:45	1hr	7:45
Sheet 3	5:00	5:15	7:00	1hr	8:00
	Pebble and Nip		15Min		
Sheet 1	7:00	7:15	9:00	1hr	10:00
Sheet 3	7:15	7:30	9:15	1hr	10:15
	Pebble and Nip		15Min		
Sheet 1	9:00	9:15	11:00	1hr	12:00
Sheet 3	9:15	9:30	11:15	1hr	12:15

Option 2: Doubles, 4 Draws, 48 Curlers total					
Sheet	Arrival	Start	End	Social time	Depart
Sheet 1	4:45	5:00	6:15	30	6:45
Sheet 2	5:00	5:15	6:30	30	7:00
Sheet 3	5:15	5:30	6:45	30	7:15
Sheet 1	6:15	6:30	7:45	30	8:15
Sheet 2	6:30	6:45	8:00	30	8:30
Sheet 3	6:45	7:00	8:15	30	8:45
Pebble and Nip	Pebble and Nip		15Min		
Sheet 1	8:00	8:15	9:30	30	10:00
Sheet 2	8:15	8:30	9:45	30	10:15
Sheet 3	8:30	8:45	10:00	30	10:30
Sheet 1	9:30	9:45	11:00	30	11:30
Sheet 2	9:45	10:00	11:15	30	11:45
Sheet 3	10:00	10:15	11:30	30	12:00



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8. Socializing – Post Game Activities

Teams are encouraged to have the customary beverages however to avoid crowding at the entrance we ask that you leave with the expected departure times and try to not leave at the same time as another individual. Members will leave the post- game area by traveling downstairs to the front entrance.

We are recommending suspending the customary “winners buys losers a drink” protocol so that members do not feel obligated to stay after a game if they are uncomfortable doing so.

9. MCC Guidelines for Bar Opening during COVID-19

Operation

1. The bartenders are asked to follow these guidelines in operating the bar:
2. On opening the bar, wipe down all surfaces in the bar – door knobs, cash register, faucets, draught taps, fridge handles etc
3. Put on your gloves and mask – if you forget your own there will be spares in the bar
4. Put out hand sanitizer and a spray disinfectant
5. Open the bar and ensure that the Plexiglas screen is in position
6. Maintain social distancing if being assisted in the bar area

Protection

- A Plexiglas divider approximately half the bar length will be installed on the bar counter with a cut out to pass the debit machine through.

Serving

1. All drinks (beer, draught, wine, liquor, soft drinks) are to be served in plastic cups/glasses. Empty cans, bottles, etc... are to be put in return boxes or recycle bins where applicable.
2. Drinks are to be placed on bar ledge for pick up. Each member must collect their own drink
3. Drinks are to be paid by debit or credit only. No cash accepted.
4. Food orders such as popcorn, chips, are to be prepared for individual serving only. No sharing allowed.

Restrictions

1. The bartender cannot leave the bar except to restock bar, wipe down a table and chairs or a personal break. Upon return, he/she must wash hands and use a new pair of gloves.
2. Once a table is cleared, the table and chairs must be sanitized and cannot be used for 10 minutes.

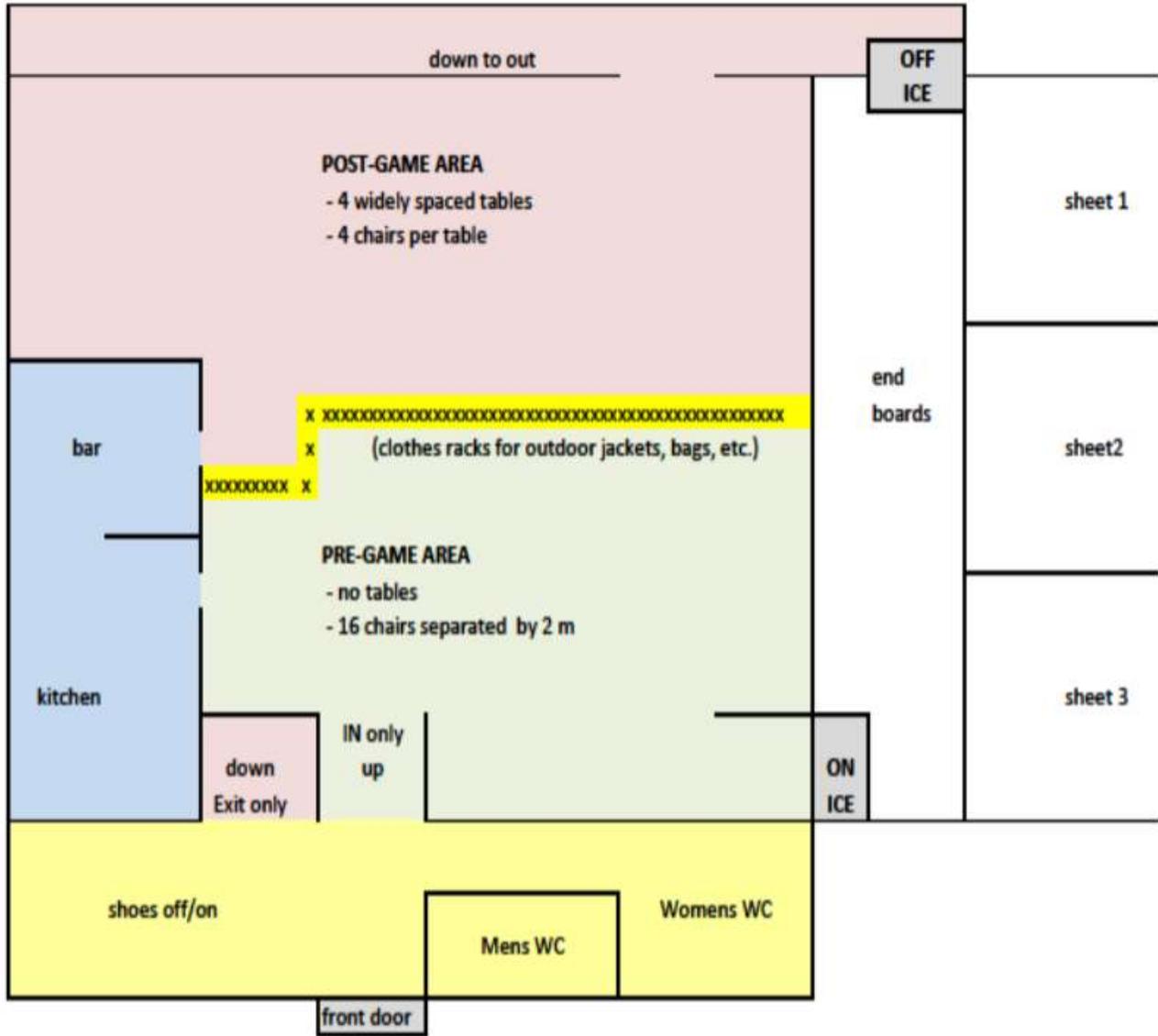
Bar Closing

1. Close up the bar before restocking the fridges.
2. Do the receipt reconciliation and place receipts in a dated envelope. Deposit envelope in safe.
3. Wipe down any tables and chairs that were in use at closing.
4. Wipe down all bar surfaces.
5. Lock up and leave. Take your mask and gloves with you.



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Appendix A: MCC facility internal traffic flow





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Appendix B: Distancing Illustrations/Player Flow for 4 person Game

