



Rutland Senior Centre Society

*765 Dodd Road
Kelowna, BC V1X 5H1*

COVID-19 Protocol

Welcome Back Everyone!

Rutland Senior Society will be implementing a Covid-19 Safety Plan.

When entering Rutland Activity Centre please familiarize yourself with the BCRPA guidelines which will be posted throughout the building. The guidelines in its entirety can be viewed on WorkSafeBC. To help mitigate the spread of Covid-19, we encourage everyone to at least read through the one page condensed version before going to the activity centre.

Please do your part in stopping the spread of this virus. It's up to everyone to follow these policies.

What to expect when returning to the centre

1. Arrive 5 minutes before your activity begins with social distancing in mind.
2. Everyone will be given a questionnaire which you must fill out prior to partaking in any activity.
3. Hand sanitizer will be provided. However, we encourage everyone to bring their own hand sanitizer for personal use. When entering the building everyone is expected to sanitize their hands before heading to their activity.
4. Participants must bring their own equipment.
5. The drinking fountain will not be in operation. However, you will be able to refill your water bottle using the refillable station.
6. Please bring the correct change for your activity to cut down on money handling for our volunteers and activity leaders.

7. Once inside the facility follow the arrows and keep your distance when other attendees are passing you in the opposite direction.
8. After your activity ends, participants will be required to sanitize the equipment that was used. This can be achieved with soap and water, disinfectant wipes, or with spray bottles bleach/ water solution.
9. In order to practice social distancing; when activities are completed please leave the centre immediately through an assigned doorway and not through the main entrance. Please do not congregate at the entrance or exit points.

Additional Information

In order for Rutland Senior Society to align with Covid-19 BC Guidelines, the senior society will no longer offer the use of the kitchen and its amenities at this time. Please make alternate arrangements if you need to keep drinks or food cold.

Rutland Senior Society Board of Directors is looking forward to welcoming everyone back to a safe, healthy and Covid-19 free environment.

Guidelines



Room Maximums

- Gymnasium – 45 persons
- Multi-purpose room – 15 persons
- Billiard room – 9 persons
- Meeting room 1 – Closed
- Meeting room 2 – 1 person
- Reception office – 2 persons
- Front office – 2 persons

Activities Listed Alphabetically

Badminton

Guidelines

- Maximum of 14 persons allowed in the gym during a Badminton session
- All participants must bring their own equipment.
- Participants must clean & sanitize all equipment before and after use.
- Doubles will be allowed on the courts with social distancing maintained.
- Those waiting to play will be limited to 6 people waiting on the stage at any given time. Again, social distancing must be maintained.
- A schedule of play should be maintained by participants to ensure casual gathering outside or in hallways does not occur.
- Hand sanitizer will be provided upon entry; however, you are encouraged to bring your own.
- Please exit through the doors at the back of the gym.

Billiards Room

Guidelines

- Maximum of 12 players will be allowed into the billiard room at one time.
- Billiard Room Players will enter through the front entrance and exit through the Billiard Room side exit.
- Players will use hand sanitizer when first entering Rutland Activity Centre.
- At any given time, only 3 tables will be in use with two players on each table.
- Up to 6 players can be seated waiting for their turn on the Billiard Tables. There will be no doubles allowed at this time.
- When one set of players has completed a game it's expected the two outgoing players will clean the Billiard balls for the next two incoming players. There will be disinfectant available on the kitchen counter. This needs to be completed before the two incoming players can commence playing.
- A weekly schedule will be drawn up for participants who will mark down the time that they want to participate in the games room. In order for everyone to have a chance to play please be conservative with your time and day selections. Those who show up and are expecting to play but have not marked down times on the schedule will be disallowed from entering the room.
- The Billiard room will be open from 8:00am – 3:30 pm Monday thru Fri. Saturday will be from 8:00 am - 12:00.
- It's expected that the last group of players will wipe the table rails down and clean the balls for the next day.
- In keeping with the Covid-19 Guidelines, the Society will no longer supply coffee or tea at this time. Please bring your own water bottle or drink with you and dispose of the container in the garbage or take it with you when you leave the centre.
- When you are leaving everyone must leave by the Billiard Room door exit and not thru the main entrance.
- Please do not congregate in groups along hallways or in the Billiard Room.
- It will be everyone's responsibility to follow the guidelines that are set by BCRPA to ensure we have a safe and healthy Covid-19 free environment.

Bingo

Guidelines

- Maximum of 45 people, including Bingo staff, are permitted in the gym at one time.
- Arrive at Rutland Activity Centre in good health through the main entrance.
- Sanitize your hands before heading to the Bingo Hall.
- Practice social distancing at all times, minimum distance is 6 ft.
- There will not be a concession at this time so bring your own water bottle, drinks and snacks.
- Bingo participants will be responsible to clean up their own tables and dispose of all garbage in the provided garbage bins.
- We would like to encourage all players to wipe down your table and chair after Bingo has ended.
- No shared equipment.
- Face masks are optional. If anyone feels sick they are to go home immediately. Before heading to Bingo, ask yourself “do I feel well enough today to attend Bingo” and if the answer is no, stay home. There will be no entry for those who feel ill.
- Please do not arrive too early for Bingo. Give yourself enough time to enter the building, find your table and chair and make your Bingo card purchases.
- Wash your hands periodically. It is advisable to bring your own personal hand sanitized.
- When leaving Bingo please practice social distancing and exit through the main entrance door.
- Do not congregate in groups before, during or after Bingo.

Bridge

Guidelines

- While every effort will be made to keep everyone safe, it cannot be guaranteed that the virus will not be caught by anyone. It is for the players to decide if they are willing to take the risk of being infected. If you have had any symptoms of COVID-19 in the last couple of weeks or if you have compromised immune system, please consider staying away till it is safe to join in the game (we would love to see you at the table!)
- In order to keep the number of participants under 45, the number of tables will be limited to 10; players will be allowed to join on a first come first served basis.
- Players must always wear a mask in the building, particularly when seated at the bridge table. Players are encouraged to bring their own masks. A limited number of masks will be made available, at a cost of \$0.50 each, should you forget to bring one.
- Players must maintain a minimum distance of 6 feet from other players when not seated at the bridge table.
- All tables, chairs (to the extent possible), bidding boxes, Bridgemate terminals and boards will be sanitized before the game.
- Players must sanitize their hands at the start of **each round**.
- The moving pairs will carry the bidding boxes they use with them from table to table.
- Refreshments/snacks will NOT be provided. Players may bring their own and clean up afterwards.

With some care we should be able to keep the virus at bay and continue to enjoy the game.

Chair Yoga for Seniors

Guidelines

- Maximum of 15 persons, including the instructor, are permitted in the multi-purpose room during Chair Yoga.
- Enter through the main entrance and exit through the multi-purpose room.
- Sanitize your hands upon entering and exiting.
- Bring your own water bottle.
- As seniors are a high risk demographic, the instructor is responsible for ensuring participants sanitize their tables and chairs before and after each use.
- Participants are responsible to take out and put away their own chairs. If you require assistance please ask your instructor.
- 6 foot social distance maintained always.
- No shared equipment.
- Masks are optional... but social distancing is the optimum precautionary measure ... if anyone feels sick during class they should go home immediately.
- No entry if unwell.
- Participants should not to arrive at the Centre until 5 minutes prior to class start.
- Please exit right after class
- Practice social distancing and exit through the rear door in the multi-purpose room.
- No exit out the front doors
- If using hallway washroom prior to leaving, please exit the building using the MPR back door.
- If using the washrooms at the rear of the building prior to leaving, please use the exit door beside the washroom.

Line Dancing

Guidelines

Dancers

- Maximum of 45 persons allowed in the gym during Line Dancing.
- Put your dancing shoes on in your vehicles as we will not be able to use the meeting room.
- Wait in your vehicles or outside the centre doors until 11:10 or until the gym is cleared from previous users.
- Entrance will be through the main front doors and the front gym door.
- Sanitize your hands upon entering and exiting.
- When leaving the centre, please practice social distancing and exit through the back gym doors or the back door off the hallway on the north side of building.

Instructors

- Gloves will be required to take fees for dancing.
- Can teach from the stage if necessary allowing more area for dancers on the floor.
- Mark 6 foot increments for dancers.
- Sanitize all equipment and anything that's been touched inside the gym, i.e. cupboards, after using.

Start times:

Mondays 11:15 to 12:15

Wednesdays 11:15 to 12:15

Fridays 11:15 to 12:15

Osteofit for Seniors

Guidelines

- Maximum of 15 persons, including the instructor, are permitted in the multi-purpose room during Osteofit.
- Enter through the main entrance and exit through the multi-purpose room.
- Sanitize your hands upon entering and exiting.
- Bring your own water bottle.
- As seniors are a high risk demographic, the instructor is responsible for ensuring participants sanitize their tables and chairs before and after each use.
- Participants are responsible to take out and put away their own chairs. If you require assistance please ask your instructor.
- 6 foot social distance maintained always.
- No shared equipment.
- Masks are optional for clients... but social distancing is the optimum precautionary measure ... if anyone feels sick during class they go home immediately.
- No entry if unwell.
- Participants should not arrive at the Centre until 5 minutes prior to class start
- Please exit right after class
- Practice social distancing and exit through the rear door in the multi-purpose room.
- No exit out the front doors
- If using hallway washroom prior to leaving, please exit the building using the MPR back door.
- If using the washrooms at the rear of the building prior to leaving, please use the exit door beside the washroom.

Palette Pals

Guidelines

- Maximum 12 persons in the multi-purpose room during a session.
- Sessions are held on Mondays starting at 9:00 a.m.
- Kitchen facilities closed until further notice
- A hand washing station is available in the room
- It is advisable to bring your own personal hand sanitizer.
- Participants will set up one 30" table and a chair for their personal use
- Participants are required to bring their own art supplies. ***No sharing among the group.***
- A distance of 2 metres must be maintained between your table and those of other participants. ***Practice social distancing at all times.***
- Participants are responsible for bringing their own refreshments and will remain in their stations while eating lunch
- Participants will sanitize their tables and chairs before and after use
- One person will be responsible for collecting activity fees and submitting them as per board directions
- Exit through the rear door in the multi-purpose room

Pickleball

Guidelines

- Maximum of 14 persons allowed in the gym during a Pickle Ball session
 - 8 on the courts and 6 on the stage
- You must have a current membership card. They are obtainable at the front office
- Bring only your paddle & water bottle – no additional shoes or clothing please
- 11 minutes is allowed for each game
- Four people on each court with one ball per game that is to be cleaned when the game is finished.
- After each game the ball should be put into the dirty receptacle. There is a separate receptacle for clean balls.
- When players arrive they use sanitizer and the players go to a court. Four people play in each court.
- The other 6 people sit on the stage 2 meters apart to wait the 11 minutes.
- When a game is finished, players go up to the stage on the far side of the gym. People on the stage waiting to play should proceed to the courts on the gym entrance side.

Quilting

Guidelines

- Maximum 8 persons in the multi-purpose room during a Quilting session.
- Tuesdays and Fridays, 9 a.m. – 3:00 p.m.
- Kitchen facilities closed until further notice
- A hand washing station is available in the room
- It is advisable to bring your own personal hand sanitizer.
- Participants will set up two 30” tables and a chair for their personal use
- A distance of 2 metres must be maintained between your tables and those of other participants
- Participants are responsible to bring their own equipment
- With the exception of extension cord, no equipment is to be shared
- Participants are responsible for bringing their own refreshments and will remain in their stations while eating lunch
- Participants will sanitize their tables and chairs before and after use
- One person will be responsible for collecting activity fees and submitting them as per board directions
- Exit through the rear door in the multi-purpose room

Scrapbooking

Guidelines

- Maximum participants will be 10 including staff.
- Arrive at Rutland Activity Centre in Good health thru the main entrance
- Sanitize your hands before heading to the multi-purpose room.
- Practice social distancing at all times, minimum distance is 6 ft.
- Bring your own water bottle, drinks and snacks and scrapbooking supplies.
- Participants will be responsible to clean up their own table and dispose of all garbage to the appropriate garbage bins. We would like to encourage everyone
- Tables and chairs must be wiped down prior to returning them to the storage trolleys
- No shared equipment.
- Face masks are optional
- If you feel sick go home immediately. There will be no entry for those who feel ill.
- Please do not arrive too early. Give yourself enough time to enter the building, setup your table, chair and scrapbooking supplies, you will be responsible to look after your work station.
- Wash your hands periodically. It is advisable to bring your own personal hand sanitizer.
- When leaving the centre please practice social distancing and exit through the main entrance doorway.
- Do not congregate in groups.

Table Tennis

Guidelines

- Maximum of 12 persons allowed in the gym during a Table Tennis session
- Physical distancing will be observed using 4 tables– 2 on each side of the corrugated cardboard divider. Each set of 2 tables should be separated by at least 9 feet in between and both tables can allow single play.
- Opposite players are separated by at least 9 feet, the length of the table tennis table and there is no necessity for wearing masks in single play.
- No doubles play will be allowed.
- Players waiting to play are limited to 4 on the stage.
- 2 sets of balls will be kept and each set of 5 balls are placed in zip lock bags. Only 1 bag is used for each occasion, the 5th ball is necessary to replace a damaged ball.
- At the end of play the used balls will be thoroughly washed with soap, not 30 seconds, but 1 minute; and placed in a new zip lock bag. It is not advisable to treat the balls with disinfectant as they will be damaged.
- Tables that have been used will be sanitized in between games.
- It is the players' responsibility to sanitize all equipment before and after use.
- If the maximum number of players is surpassed, a schedule will need to be drawn up.

Volunteers & Office Staff

Guidelines

- Maximum of two volunteers will be allowed into the reception office at the same time while practicing social distancing as much as possible.
- Office volunteer duties will include opening the building, turning off the alarm and turning on the lights. They will then proceed to open up the reception office.
- Rutland Senior Society Office volunteers will be coached on what to expect when the activity centre reopens.
- The receptionist will ensure that everyone who enters the building fills out the Covid-19 Questionnaire Form and hands the form back to the volunteer or activity lead.
- They will make an on the spot assessment whether that member is showing illness of any kind. If there is an underlining illness detected they will be asked to not participate in that day's activity and will be asked to return home or worst case scenario, seek medical attention immediately.
- Emergency numbers will be posted in the receptionist office.
- Facemasks, hand sanitizer and disposable rubber gloves will be readily available for those that are in need during an emergency situations
- Because the receptionist will be the first point of contact for our participants, it will be imperative that our members abide by reminders, and or instructions given to them by the volunteer on duty in order to reduce the risk of Covid-19 virus.
- **VERBAL THREATS OR PHYSICAL ABUSE WILL NOT BE TOLERATED AND WILL BE DEALT WITH BY RUTLAND SENIOR SOCIETY'S BOARD OF DIRECTORS.**
- Because of the high interaction with members, visitors and deliveries, we are asking for a Plexiglas partition be installed at the reception counter. Our volunteers also collect activity fees and handle currency and change. In addition they will be answering the phone and other office duties. They also field question from our membership as well as community walk-ins.
- When feasible, the office staff can quickly wipe down high touch points in the entranceway and office surfaces.