

Capilano Tennis Club

COVID-19 Response Committee

COVID-19 Guidelines

Phase 1

- The Capilano Tennis Club (CTC) COVID-19 Response Committee has developed a proposed guidelines for re-opening in response to the COVID-19 pandemic. The Committee’s recommendations are largely based on guidelines provided by Tennis Alberta. Some **qualifications** to the TA guidelines are suggested for the CTC (see below).
- Guidelines for Players and Facility Guidelines are provided below.
- The initial guidelines are focused on Phase 1 of re-opening. The Committee will meet in the future to outline guidelines for Phase 2 and to provide specific lesson guidelines when required.

Recommendations for Players:

CTC members should adhere to the Tennis Alberta Player guidelines, except for the few exceptions identified below.

Specific changes to the TA guidelines include:

Seating – Players may bring their own chair for sitting (chairs must be taken home with the player). There will be markings on the court to indicate where chairs should be placed to ensure physical distancing.

Singles only – For phase 1 of re-opening only singles tennis is permitted. This reflects recommendations from Tennis Alberta and Tennis Canada. The CTC will move to allow doubles play as soon as possible (based on direction from the City of Edmonton and Tennis Alberta).

Grips and Balls – CTC does not require that members re-grip their racquet each time they play.-Replacement of grip and/or disinfection of their own racquet is up to player. Similarly, it is players’ choice whether or not to use new personal balls.

Change of Ends – Players may choose to change ends. If players are changing ends, in order to maintain physical distancing, it is recommended players change ends at opposite ends of the net. If personal chairs are used, players must move chair to the other end of the court when changing ends.

Court Bookings – Players must book courts online. There must be 10 minutes in between matches. A changeover buffer should be allowed between when players leave the court and new players go on. Court bookings will start on the hour, and players will be able to play for 50 minutes before vacating the court. Two opponents may book an hour each, meaning that a court may be booked for 2 hours and they would have to vacated after 1 hour and 50 minutes.

Youth – Parental supervision is not required for players over 10 years. Youth must follow all member guidelines. Parents must sign the waiver. If parents remain at the club, they must observe play from the grass area.

Important communications to members:

Courts will only be available when there is a staff or volunteer onsite. If a staff/volunteer are not available, court bookings may need to be cancelled with short notice.

If ordered by the Province or City of Edmonton, the CTC may need to close the club with short notice.

Recommendations for Facility Guidelines

Online Registration System – Players must book courts online. There must be 10 minutes in between matches. A changeover buffer should be allowed between when players leave the court and new players go on. Court bookings will start on the hour, and players will be able to play for 50 minutes before vacating the court. Two opponents may book an hour each, meaning that a court may be booked for 2 hours and they would have to vacated after 1 hour and 50 minutes.

Members will be able to book up to 6 hours in one week.

No drop-ins are allowed. If someone comes to the club and there is an empty court, staff or volunteers onsite may allow someone to play, but messaging to members is that courts must be booked ahead of time.

Communication to members will include: 1) what hours the club will be available daily; 2) that there will be no unsupervised access to the courts; 3) court availability may change with short notice depending on the availability of staff and volunteers.

Daniel Skepple is willing to provide a tutorial for any member needing assistance with the online booking system.

Staff / Volunteers – One staff member or volunteer must be onsite at all time courts are open to members. Staff/volunteers may play tennis during their shift, but their priority must be overseeing the courts. Volunteers can sign up using ‘Court 5’ of the online booking system.

Staff/volunteer roles include: ensuring policies are being followed; opening locks and gates (and disinfecting after each use), facilitating washroom access; and disinfecting surfaces (including locks, clubhouse services, washrooms, net tape).

Staff/volunteers must wear a mask when in the clubhouse when others are present or when cleaning/disinfecting items. Surfaces should be disinfected twice during a shift.

A guideline for volunteers will be provided.

Clubhouse –Members will only be able to access the club house when volunteers are present and courts are open. The clubhouse door should remain open during when courts are in use to minimize touching of the door handle.

Seating area of clubhouse will be roped off to ensure seating is not accessed. Markings will be put in place to ensure if a staff or volunteer is in the clubhouse (behind the counter) members remain 6ft from them. Only one person (other than staff/volunteer in the clubhouse at one time. Chairs will be placed in the locked back room and a table will be placed in front of the counter to ensure 2 metre distance is maintained.

Lessons – In the first phase of opening pros will only offer to be ‘hitting partners’ at a cost of \$40/hour and not provide any lessons. This is to ensure that physical distancing can be maintained. If lessons start later in the season Tennis Alberta guidelines will be followed.

Gates – Staff or volunteers will open the two small gates for court access. Locks should be disinfected after each time they are touched. Gates will be tied to the fence using a bungee cord so they remain open eliminating the need for members to touch the gate.

Membership Payments – All members must pay online or through e-transfer. If a member is not able to pay using one of those methods they can speak to Dan or Gord to discuss alternative options (e.g. going to bank to deposit to CTC account).

Waiver – All members will be required to sign a waiver with their 2020 club registration. The waiver will include parents indicating an understanding the club is not liable for risks related to youth being at the facility. The waiver will also have include acknowledgement that the member has read the Tennis Alberta and CTC COVID-19 guidelines. The waiver will be posted online as part of the registration process.

Tennis Balls – As noted in the Tennis Alberta Player Guidelines, players are required to have a set of marked balls for each player to use for serving or initiating rallies. Players should not pick up other player balls and should return balls with their racquet or by kicking the ball.

The only exception for the CTC is if players are members of the same household in which case using the same balls is allowed.

Environmental Cleaning – Staff and volunteers will have the responsibility to disinfect clubhouse surfaces, washrooms, locks, net tape **twice per shift**.

Signs will be posted in the washrooms indicating that washroom surfaces must be wiped down by the user after each use.

Club will provide cleaning/disinfection materials for these purposes, but players are responsible for cleaning of their own hands and equipment (see 'Supplies' section below).

Courts – All four courts will be available.

Equipment – The ball machine will not be available during the first phase of opening. If any equipment is required for lessons, only the instructor should touch the equipment.

Scorecards will not be on courts.

Signage – Signage on member guidelines must be placed at each gate.

Signage regarding wiping down surfaces must be placed in the washroom.

A sign must be placed on the clubhouse counter indicating that the clubhouse is closed except for washroom use and that a 6ft distance must be maintained from staff/volunteers.

Supplies – CTC must have **disinfectant wipes or spray** onsite at all time to ensure cleaning protocols can be followed.

The CTC will try to have **hand sanitizer** available onsite, but due to supply issues this may not always be possible. It is recommended members have their own hand sanitizer for cleaning of hands.

Masks will be required for staff/volunteers when they are cleaning or in the clubhouse interacting with members.

String (or other material) to tie gates open will be required.