

Essex Recreation Complex, Maedel
Community Centre, McGregor
Community Centre and Harrow Lions
Hall

Program User Guide

September 2021



INTRODUCTION

This document outlines public health and infection prevention and control measures, specific to the Culture and Recreation programs and operations. This document and the guidance within it is subject to change and will be updated as needed.

PLANNING FOR YOUR PROGRAM

Registration

- Check <https://www.essex.ca/en/play.aspx>, Town of Essex Facebook page or essexconnect.ca for updated programs, schedules and other information posted weekly.
- Any updates and booking information will also be posted on our website. You will be required to register for all programs as well as pay at the time of booking. No membership passes are active during this time.
- Registration for all programs will be open at essexconnect.ca:
- Our regular [Transfer/Refund policy](#) will apply to all registrations
- For assistance with booking your program, you may also call the Complex during business hours to speak to our reception staff 519-776-7336 ext. 1052

Before Leaving Home

- Ensure you are not showing any symptoms of COVID-19 (temperature, cough, difficulty breathing, or anosmia e.g. loss of taste or smell).
- Pack your face mask, as all patrons entering the facility will be required to wear it.
- Plan to arrive 5 minutes prior to your program time, as you will not be permitted entry any earlier.
- Bring your own equipment and water bottle. Minimal equipment will be available.
- In order to minimize time spent in the change rooms:
 - Arrive ready to participate and finish program ready to leave with no stops.
 - Limit belongings and do not bring valuables with you to your storage such as lockers will not be available.

Program Participation

- All program group sizes have been review and/or modified to ensure appropriate physical distancing.
- Physical distancing measures must still apply, however if the instructor is sometimes in close proximity to the participants, face shields/masks/gloves will be worn for increased protection.

- Equipment use will be kept to a minimum. With a strong emphasis on little or no equipment, no contact games and play. All shared use equipment will be cleaned and sanitized twice daily or if soiled.

WHEN YOU ARRIVE/DEPART

Proof of Vaccination Requirement

- Beginning September 22, 2021, proof of COVID-19 vaccination will be required to enter all Town of Essex recreation facilities in accordance with Windsor-Essex County Health Unit and provincial regulations. Please review our [Guide to Vaccine Requirements](#) or visit Ontario's [Frequently Asked Questions](#) for more details.

Facility Entrance & Reception

- Please wear a mask when entering our facility. Masks shall be worn in all spaces and during passive program participation. Active program participants may remove masks for the duration of their program, but must don mask prior to exiting area.
- Patrons will be required to check in with the reception staff so that we can log who entered the facility (all participants and any parents/support staff who were planning on staying in the facility). These records must be kept for 2 weeks and all patrons must be made aware that their information may be shared with the WECHU if necessary.
- Patrons will only be permitted entry 5 minutes prior to the start of their registered program time.
- Please follow distance markings, stanchions or other barricades placed to assist with spacing and proper facility flow paths throughout the building.
- Any banding of patrons for admissions should be asked to self-band in front of the reception, upon receiving band.
- Hand sanitizer is provided at the entrance/exit of the facility. Follow signage placed in highly visible locations noting the ways patrons can help prevent the spread, by washing hand, covering face and staying at home when needed.

Change Rooms

- Patrons are asked to limit time in the change rooms, by coming dressed appropriate program attire.
- Patrons will be directed to enter the program areas using the floor directions arrows, and bringing their personal belongings with them. Lockers/storage will not be available.
- In order to limit patrons in the facility where change room use is required, only 1 parent/guardian is to accompany those under 10 years old. Families are to limit to only 1 adult per household in the facility. Seating will be provided in designated locations.
- Patrons will be directed to exit through the lobby doors.

Viewing & Spectators

- Families are to limit to only 1 adult per household with any number of registered children under the age of 10, or those with special needs/accommodations.
- Programs that allow for, or require parental participation are allowed 1 parent/guardian per child under the age of 10. Those participants 10 years of age or older who are attending for a registered program or who meet the Provincial policy to be unaccompanied should be dropped off and picked up at the facility entrance.
- Staff and signage will assist you in finding an appropriate space to place your belongings while you participate. Reminder to please keep all valuables at home.
- Please wait for staff to invite you to enter the gym/classroom in your designated space (where necessary).
- As masks are not required to be worn while in the active programs, masks should be removed and packed away. Masks can be left in labelled bag. Passive program participants are required to wear masks at all times.