



# 59 VANCOUVER ROYAL CANADIAN AIR CADETS

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## **59 VANCOUVER COVID-19 SAFETY GUIDELINES**

This document is meant to be a safety guideline for COVID-19 for 59 Vancouver Royal Canadian Air Cadet Squadron located at Royal Canadian Legion Branch 179. Any orders issued by higher up Chain of Command or issued by the Commanding Officer of 59 Vancouver will supersede any part or all of this document.

### Risks at 59 Vancouver

The virus that causes COVID-19 spreads in several ways. It can spread in droplets when a person coughs or sneezes. It can also spread if you touch a contaminated surface and then touch your face. The risk of person-to-person transmission increases the closer you come to other people, the more time you spend near them, and the more people you come near. The risk surface transition increases when many people contact the same surface and when those contacts happen over short periods at time.

- The Squadron has involved the Squadron Sponsoring Committee as part of a joint health and safety committee and appointed a COVID-19 Safety Officer.
- The Squadron has identified areas where people gather, such as the main entrance, the office, and the washrooms.
- The Squadron has identified jobs, tasks, and process where Staff and Cadets are close to one another or members of the public, such as the office.
- The Squadron has identified equipment that Staff and Cadets share while working.
- The Squadron has identified surfaces that people touch often, such as doorknobs, tables, and chairs.

### Protocols to Reduce the Risks

Different protocols offer different level of protection.

- The Squadron has established an occupancy limit for our premises. There will be a prohibition on gatherings of greater than 50% maximum occupancy as set by the occupant load permit at any one time in the auditorium. A modified training program will be implemented.

- In order to reduce the number of people at the Squadron, work-from-home arrangements, virtual meetings, rescheduling work tasks, and limiting the number of visitors will be implemented.
- The Squadron has established and posted occupancy limits for common areas such as the office and washrooms.
- The Squadron has implemented measures to keep staff and Cadets at least 2 meters apart, wherever possible.
- The Squadron has identified rules and regulations for how staff and Cadets should conduct themselves.
- The use of a mask is mandatory at the Squadron at all times. Reminders will be given and if not addressed, will be asked to leave the Squadron.
- The Squadron has enough handwashing facilities on site for all staff and Cadets.
- The Squadron has established a policy where anyone entering the building must wash their hands prior to entering the main area. Frequent handwashing and good hygiene practices are essential to reduce the spread of the virus.
- The Squadron has implemented cleaning protocols for all common areas and surfaces. This cleaning will take place before and after each training activity.
- Members who are cleaning have adequate training and materials.

### Policies

Our Squadron policies ensure that staff, Cadets, and others showing symptoms of COVID-19 are prohibited from the Squadron.

- Anyone who has had symptoms of COVID-19 in the last 10 days are prohibited from entering the Squadron. Symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat, and new muscle aches or headaches.
- Anyone directed by Public Health to self-isolate are prohibited from entering the Squadron.
- Anyone who has arrive from outside Canada must self-isolate for 14 days and monitor for symptoms are prohibited from entering the Squadron.
- Visitors are limited in the Squadron. All Cadets, staff, and visitors are required to sign in for contact tracing. The use of a mask is mandatory at the Squadron at all times.
- Drop-off and pick-up of cadets are encouraged to happen without entering the facility.
- All Cadets must come in uniform prior to entering the Legion. There will not be any changing facilities.

Our policies address staff or Cadets who may start to feel ill at the Squadron. It includes the following:

- Sick staff or Cadets should report to first aid, even with mild symptoms.
- Sick staff or Cadets should be asked to wash or sanitize their hands and isolate. Ask the staff or Cadet to go straight home.
- If the staff or Cadet is severely ill, call 911
- Clean or disinfect any surfaces that the ill staff or Cadet has come into contact with.

If any staff, Cadets, or visitors have been told by Public Health they are positive with COVID-19, they must inform the Squadron immediately.

- The Squadron will look up when the last time the individual was present.
- Notify everyone that was present with the individual of a possible exposure and should self-isolate and monitor for symptoms.
- The Squadron will implement enhanced cleaning protocols for all common areas and surfaces.
- The Squadron will stand-down that specific training night for one week.

Things may change as the training year progresses. If there are any new area of concern, or it seems like something isn't working, steps will be taken to update the policies and procedures.