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Procedure 2020-06

COVID-19 Positive Test

for GTBVC Members, Staff, and Registered Guests

This Policy is effective from June 24, 2020 and applies to all staff, members, and registered guests of the Garneau Tennis & Beach Volleyball Club, and becomes active in the event that one of our staff, members, or registered guests tests positive for COVID-19.

1. Action Plan

AP1

The Garneau Tennis & Beach Volleyball club will cease operations until further notice.

AP2

The President will inform the City Arts Centre of the decision to temporarily cease operations.

AP3

The closure notice will be sent to all staff, members, and registered guests via email.

AP4

All staff will be required to immediately contact AHS and get tested for COVID-19.

AP5

The club management (office staff or board members if staff is not available) will immediately review the booking system to document all of those members that were present on site on or around the times in which the positively tested individual was present.

AP6

All members and registered guests who were *on site on or around the times* at which the positively tested staff/member/guest were present during the two weeks prior to the date of testing of the positive case are required to contact AHS and get tested for COVID-19. These members and guests will be contacted directly by the club, and the list of individuals will be provided to AHS for contact tracing. These individuals *shall not return to the club* until they have been cleared by a medical professional.

AP7

All members who were *not on site on or around the times* at which the positively tested staff/members were present during the previous two weeks will be communicated with and encouraged to seek COVID-19 testing.

AP8

Any members that were not on site during the previous two weeks are not required to be tested for COVID-19.

AP9

The club will remain closed until the board, upon the advice of the relevant public health and municipal authorities, directs that the club can be safely reopened.

AP10

The office manager and/or delegate may resume office related work, but will do so from a remote location.