

Facility and Session Check List

Record date and time of the session and assign volunteer(s) to the different items to be completed. Upon task completion, initial.

	Session Date/Time:		Session Date/Time:		Session Date/Time	
	Person assigned:	Initial:	Person assigned:	Initial:	Person assigned:	Initial:
Pre-Skater Arrival:						
Physical distance markings/spacing						
1. Outside of facility (if required)						
2. At ice level						
3. On ice (coaches)						
4. Dressing area						
5. Stands and/or benches						
Other:						
Hand sanitizer available at:						
1. Entrance						
2. Prior to entering ice surface						
3. Prior to exiting ice surface						
Other:						
Required signage out:						
1. COVID-19 Symptoms						
2. Physical Distancing Policy						
3. What to do if you are sick						
4. Cover coughs and sneezes						
5. Handwashing						
6. Don't touch your...						
7. COVID-19 government poster 1						
8. Government social distancing poster						
9. Water fountains closed						
10. Entry and exit signs for traffic flow						
Other:						

Record sheet for each session available						
Additional waivers available						
Several pens						
Mask and gloves available for volunteer(s)						
Other:						
Sanitizing cleaning supplies						
1. At ice level						
2. Off ice						
Emergency Action Plan on hand						
Music player volunteer assigned						
Volunteer to handle club props assigned						
Garbage can at ice level						
Cleaning (end of session)						
Club props cleaned end of session						
Ice level: Boards, benches, door handles sanitized						
Dressing room/area: benches, chairs, floors, door handles sanitized						
Other:						
File any newly signed waivers						
Send copy of new waivers to SCMB						
Session sign in record filed <i>(must be held for 30 days)</i>						