

## **EFWTC COVID-19 Rules and Procedures (version 1.2)** September 20, 2020

While this document is mostly rules and procedures for members to follow, Eglinton Flats Winter Tennis Club (EFWTC) will be cleaning and disinfecting frequently touched surfaces and objects at least 3 times per day. EFWTC is committed to protecting its employees and members. It is imperative that all stakeholders duly follow safe COVID-19 protocols as outlined by municipal, provincial, and federal level government and health officials.

The rules and procedures outlined below are current as of this writing. As public health guidelines change, we will respond accordingly and may make additional changes to these COVID-19 Rules and Procedures. The document will be posted on our website under the downloads link.

### **Failure to follow any of these rules will lead to forfeiture of the court time with no refund and potential suspension of membership.**

Do not play tennis or come to EFWTC if in the last 14 days, you have or had any COVID-19 symptoms, you or members of your household have returned from outside of Canada, or you have been in close contact (less than 2 metres physical distance) with anyone who has either been diagnosed with COVID-19 or who has experienced COVID-19 symptoms. Also do not play tennis or come to EFWTC if you are self-isolating, quarantining or are 'at-risk'.

Do not expect to always get a full 60 minutes of play. **Doubles play is most definitely allowed.** There will be **no non-members allowed** this season - members only. **Please ignore anything on your signed membership forms to do with non-members including General Club Rule 13.** No spectators, friends or significant others are allowed in the clubhouse. Only member tennis players are permitted on their way to and from the tennis courts and gathering inside the clubhouse is not permitted. Also, there will be no water cooler, borrowed racquets or used balls this season. The lockers and change rooms will not be operational this season. The brown brick pavilion will be washroom use only – no showers, no lockers and no changerooms.

It is mandatory to wear a mask or face covering while in the clubhouse and the brown brick building with the washrooms (City of Toronto by-law no. 541-2020). A face shield is not a substitute for a mask or face covering.

Dress for the weather as you will be doing some waiting outside. The club house is for transactions only and is passed through on the way to and from the bubble. Social distance when outside the clubhouse. Bring your own mask, water, towel, racquet(s), and balls. New balls, and bottled water are still for sale at the desk. We will also be selling disposable masks this season.

## Things You Can Do To Make our COVID-19 Rules and Procedures More Efficient:

Since we only have a single entrance to the clubhouse and to the bubble, these COVID-19 procedures can cause long and frustrating lineups. We very strongly urge everybody to follow the following 3 recommendations to reduce the lineup times:

1. This season, we will be requiring the names of all the members (no guests are permitted this year) playing on the court even though only 1 name was required for the court booking. The Group Leader of PCT courts must do this every week if their signup form for the season has more players than spots on the court. When the PCT sign-up form has the same number of people as court spots available, the PCT Group Leader only needs to e-mail the names on those weeks when the names are different from those on the original signup sheet. This is for contact tracing purposes. So, as soon as you know the names of the rest of the members on your court, please e-mail the club with all the names at ([payments@eglintonflats.com](mailto:payments@eglintonflats.com)) or do it by phone. If this is not done, we will have to identify the other players and make sure that we have their pertinent membership information. This obviously slows down the check-in. Accordingly, if you fail to give us the remaining player(s) more than 2 hours in advance, you risk being moved back in the check-in process as if you were late.
2. Please pay for your share of the court before arrival at the club by making an Interac e-transfer payment to [payments@eglintonflats.com](mailto:payments@eglintonflats.com) . Paying in advance completely eliminates step "1." in the check-in procedure. It also has the added benefit of not touching money or the Interac terminal button(s) to select Chequing or Savings Account or to enter your PIN number when necessary.
3. Before your first time in the bubble this season, please go to our website under the downloads link and print the appropriate COVID-19 Waiver and Declaration. There is one for Junior Members and one for Adult and Senior Members. Read the COVID-19 Waiver and Declaration, fill in your name on page 2 as well as the junior member's name if there is a place for it, date it on page 5, and sign it on page 5. If there is a place for Junior Member's signature and date on the Waiver and Declaration on page 5, then have your child sign and date it also. Either e-mail a scan of the completed and signed COVID-19 Waiver and Declaration to [payments@eglintonflats.com](mailto:payments@eglintonflats.com) or bring the completed and signed COVID-19 Waiver and Declaration to the club. This must only be done once (before the first time in the bubble) in the season. Parents, please follow paragraph "1." under section "**For Junior Academy members and parents**". No one is excluded from signing the Covid-19 Waiver and Declaration. This means all PCT players, Junior Academy participants, House League players (including subs), and clinic participants (including subs) must bring in their signed COVID-19 Waiver and Declaration or e-mail a scan of it the first time they play this season. We require a separate COVID-19 Waiver and Declaration for each member. That means 1 for the husband, 1 for the wife and 1 for each child.

## Check-in:

The court booking system will only show courts on the hour. However, only courts 1 & 2 operate on the hour. Courts 3 & 4 will operate on 10 minutes after the hour while courts 5 & 6 will operate on 20 minutes after the hour. It will be the member's responsibility to know about the 10 and 20 minute staggering of times if they are not booked on courts 1 and 2. Not knowing about the 10 or 20 minute offset will not result in any lost court time. It will result in 10 or 20 minutes of waiting.

1. If you have not already paid in advance for your share of the court using Interac e-transfer payment to [payments@eglintonflats.com](mailto:payments@eglintonflats.com) , please arrive 10 minutes before your real court time dressed for your tennis game. When there are no longer people coming out of the clubhouse, please enter (1 at a time) wearing a mask and pay for your court and drop off your signed declaration (if scan not already e-mailed to [payments@eglintonflats.com](mailto:payments@eglintonflats.com)) and then go back outside the clubhouse.
2. Everyone else can arrive (dressed for their tennis game) outside the clubhouse just before their real court time. At the sound of the bell (or imaginary bell for 10 after and 20 after), you can start entering the clubhouse (wearing a mask) in a socially distant line fashion. Only the first 5 can come inside. The first person will drop off their signed declaration if they have not already e-mailed a scan of their signed declaration and then enters the airlock through the outer door. The next person will drop off their signed declaration if they have not already e-mailed it and then move to just outside the outer door after it closes. After the outer door closes, the inner door is opened and the first person goes to their assigned court via the north side of the bubble unless it is court 1. When the inner door closes, the next person does the same thing and everybody moves up 1 spot in the line. This means one more person from outside enters the clubhouse. This is repeated until all players have entered the bubble. Now go directly to "10.". "3." to "9." are for late arrivers (and probably confusing to read) and their goal is to let the latecomer into the bubble without delaying those who came on time.
3. If you are a little late, please go to the end of the line referred to in "2." above. If you have already paid, drop off your signed declaration (if scan not already e-mailed) and head into the bubble.
4. If you have not paid yet, move to the right instead of towards the airlock. After the last paid player has entered the bubble, you can then make your payment and drop off your signed declaration (if scan not already e-mailed). You will have to wait for all exiting players to pass through the airlock and the hallway leading to outside before you can enter the bubble.
5. If you are too late for "3." above, you will have to go into the club house as in "1." above for the next 10 minute slot. You will then make your payment if not already done and hand in your signed declaration (if scan not already e-mailed) and proceed into the bubble.
6. If you are too late for "5." above, then you can join the end of the line referred to in "2." above for the next 10 minute period. If you have already paid, then drop off your signed declaration (if scan not already e-mailed) and proceed into the

bubble. If you have not already paid, do as described in “4.” above for the next 10 minute period.

7. If you are too late for “6.” above, then follow steps “5.” above which applies to courts booked 20 minutes after your real time.
8. If you are too late for “7.” above, then follow steps “6.” above which applies to courts booked 20 minutes after your real time.
9. If you are too late for “8.” above, then you will have no lines to contend with and can just enter the clubhouse and enter the bubble after dealing with payment (if not already paid) and signed declaration (if scan not e-mailed).

### **Playing on the Tennis Court:**

10. When entering the bubble, you go to the left and walk along the North side of the bubble to your court (unless it is court 1), still wearing your mask. When you arrive at your court, the previous occupants must leave the court (and put their masks back on) on the South side of the bubble and form a line along the West side of the bubble (west of court 1). So you are now on your court. Remove any outerwear clothing (jacket, etc.) and then your mask and play tennis for the hour. Consider wearing your mask while playing your tennis game.
11. It is recommended not to change ends. If you do change ends, go around opposite sides of the net (one at a time if doubles).
12. Do not share any equipment or other items (racquet, water bottles, food, etc.) with anybody. Do not touch net posts, light stands, ballasts, garbage cans, the contents of garbage cans, etc.
13. If you touch something, make sure to disinfect your hands and the surface you have touched. Follow physical distancing while on the court.
14. Do not shake hands with players or opponents on your own court or other courts or have any other physical/close contact before, during or after your tennis game.

### **Exiting the Court and Club House**

15. You must have your mask on before you leave the tennis court.
16. When your time is up, you will leave the court along the south side of the bubble, wearing your mask and keeping a minimum of 6 feet apart from other players. You will join the socially distant exit line on the west side of court 1 (as far west as is possible) beginning at the south side of the “extended tennis net on court 1. Please be as quiet as possible so that the disturbance of court 1 players is minimized.
17. When the last player has entered the bubble, the line on the west side of court 1 can start leaving the bubble. You should then exit 1 at a time through the air lock and go straight to the parking lot unless you have a transaction to perform. When you are outside in the parking lot, you may remove your mask if there is nobody within 6 feet of you and dispose of it properly. If you have a transaction to perform (booking another court, reporting a ladder match result, purchasing something, arranging a racquet restring, or signing up for something such as a clinic, round robin, house league, etc.), keep your mask on and move past the

hallway which leads to the parking lot. Priority will be given to those entering and leaving the bubble over your transaction. After your transaction is completed, go straight to the parking lot.

### **For Junior Academy members and parents**

1. Before your child's first time in the bubble this season, please go to our website under the downloads link and print the COVID-19 Waiver and Declaration for Junior Members. Read the COVID-19 Waiver and Declaration for Junior Members, fill in your name and the junior member's name on page 2, sign and date it on page 5, and have your child also sign and date it on page 5. Either e-mail a scan of the completed and signed COVID-19 Waiver and Declaration to [payments@eglintonflats.com](mailto:payments@eglintonflats.com) or ensure that your child brings the completed and signed COVID-19 Waiver and Declaration to the club. This must only be done once (before the first time in the bubble) in the season. If you have multiple children in the Junior Academy, then we must receive a separate COVID-19 Waiver and Declaration for each child.
2. Parents/guardians are to wait outside or in the car with the junior member before the start of the tennis class. Use this time to ensure that your child goes to the washroom. The outside waiting area will be enlarged to accommodate social distancing for your child.
3. Coaches will come outside to collect their students, and take them inside in single file to the courts where they can bring their outside attire.
4. Please remember to bring water, racquet, and shoes for your child. No sharing snacks or property unless the sharing children live at the same address.
5. Please pick up at 6pm, 6:10pm or 6:20pm outside. Do not come into the clubhouse.