



Your **Cycling** Connection

bikehub.ca



COVID-19 Safety Plan for Fall 2020 Bike to School programs

Last updated: November 2020

What We Are Doing:

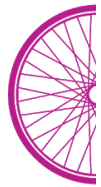
- **Training:** All Instructors must attend a specialized training session prior to teaching any in-person programs. This is to ensure protocols are understood and agreed upon.
- **Group size:** Maximum group size of 30 students in an indoor space, and one established learning group (approx. 60 students) for outdoor skills.
- **Location:** A new range of delivery options allows schools to choose whether the program is taught by Instructors in person (indoors and/or outdoors), through an online learning platform, or a mix of both. Contact a program coordinator for a full list of delivery options.
- **Instructor Hygiene & PPE:** Our Instructors will wash their hands frequently, and will be provided with hand sanitizer and gloves to use whenever a hand-washing station is not accessible. Instructors will wear a mask whenever they are teaching indoors, and when physical distancing (2 meters) is not possible outdoors. Each Instructor will be provided with their own Cleaning Kit for personal and surface sanitation.
- **School Policies:** Our Instructors will follow all the safeguards that your school puts in place. Our Instructors will not use the staff room during recess or lunch, however, it would be appreciated if there was a washroom made available for their use.
- **Equipment & Materials:** Instructors have each been provided with personal equipment such as first-aid kits and vests to keep for the entire season. All shared bikes and helmets will be handled with clean hands and their frequently touched parts will be [sanitized](#) before and after each student's use. Items such as cones, signs, lines and chalk will only be handled by Instructors with sanitized and/or gloved hands and masks.
- **Physical Distancing:** A 2m distance between Instructors and participants will be maintained whenever possible. Keeping in mind that a situation may arise where an instructor may HAVE TO close this distance in the interest of safety (e.g., first-aid emergency, preventing a fall). These considerations will be discussed in the program introduction. Instructors are aware of [WorkSafeBC First aid protocols for use during the COVID-19 pandemic](#). Instructors will use a 'hands free' approach when teaching the helmet and bike check. Students will need to adjust their own helmets and will be given instructions on what to do if any bike issues need sorting. We will avoid games that involve instructor contact (e.g. high 5s).
- **Pre-screening/self-disclosure procedure for Instructors:** Instructors cannot work with the public if:
 - they have [symptoms](#) of COVID-19 ([refer to this self-assessment tool from BC Government](#))
 - they, or anybody in their household, are diagnosed with COVID-19, until a minimum period of 10 days or until COVID-19 is resolved by a negative test
 - they have travelled outside the province or country in the last 14 days
 - they have been directed by Public Health to self-isolate

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- If an instructor feels any symptoms starting during an instructional session, they must inform the participants and immediately end the session.
- Instructors will not be penalized if they stay home because they feel sick.
- **Post-course disclosure agreement for Instructors**
 - Instructors must notify HUB Cycling if they experience COVID-19 related symptoms or receive positive COVID-19 test results in the two weeks following the program.
 - HUB Cycling will immediately inform any schools that were visited by a potential positive case of COVID-19.

What You Can Do:

- **Physical Distancing:** Our aim is to maintain 2m distance between our Instructors and students, so please ask students to keep their distance.
- **Equipment:** Students should make every effort to bring a helmet and bicycle in good working order to minimize bike sharing and the need for Instructors to adjust the bicycle. Coloured vests/pinnies are recommended for students to wear during their road ride, and should be provided and kept sanitary by the school.
- **Student/Staff Hygiene & PPE:** Students and staff should wash or sanitize their hands before and after the program. Mask and glove use is optional but encouraged, and are the participant's responsibility to bring. When a mask is used, it should be clean, fit appropriately, and be put on with clean hands.
- **First Aid:** All first-aid issues will be referred to school staff and not treated by our Instructors unless it is an emergency situation. If emergency First Aid is necessary, an Instructor will use their mask and gloves to treat the individual in close proximity. The student's and Instructor's details will be recorded on an incident report form which will be shared with the school.
- **Pre-screening/self-disclosure procedure for Participants**
 - Student's and staff are requested to refrain from participating in any program if:
 - they are showing COVID-19 related [symptoms](#) or have possibly been exposed to someone who has been diagnosed or has symptoms ([refer to this self-assessment tool from BC Government](#))
 - they have travelled outside the province or country in the last 14 days
 - they have been directed by Public Health to self-isolate
 - If a participant arrives at a program showing any COVID-19 related symptoms, they will be politely asked to leave immediately and reschedule for a later date.
- **Post-course disclosure procedure for Participants**

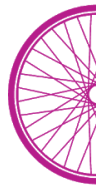
Schools are encouraged to notify HUB Cycling if they experience any confirmed COVID-19 cases in the two weeks following the program.

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Symptoms of COVID-19 likely include but are not limited to:

- Cough
- Shortness of breath
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

Sanitization

Sanitization of our equipment and materials will be done with Spray Nine, which has been identified by the Government of Canada as a hard-surface disinfectant with evidence for use against COVID-19. The parent company of Spray Nine states on their website that the product contains no substances which, at their given concentration, are considered to be hazardous to health. As an over-precautionary measure, a copy of the product's Material Safety Data Sheet is included in each Instructor Cleaning Kit in case of emergency or questions.

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