

## FSC VOLUNTEER DUTIES CHECKLIST

### Ice Supervision

- Do not bring younger children with you to your volunteer shift.
- Arrive 10 minutes prior to ice time, wear your own mask or one will be provided for you. Get the “Covid Bin” from the Coach. This will contain hand sanitizer, cleaning products, PPE, Covid Binder with FSC Response Plan, Contact Tracing Spreadsheet and Health Screening Questionnaire. Sign yourself into the Contact Tracing Form.
- Maintain Physical Distancing and wait outside Arena main door and collect Health Screening Forms from participants. If there are any “yes” answers on the Health Screening form, direct the participant to go home and follow AHS protocol. Sign Participant and Parent/Guardian into the Contact Tracing Form.
- Direct skaters to benches to put on their skates. When ice time begins, open gate for skaters at the beginning of the session– maintain social distance. • At the end of the session open the gate for the skaters to leave the ice and direct skaters to their parent/guardian to remove skates. Then check skaters out on the Contact Tracing Spreadsheet and direct them out of arena. Ensure social distancing. Pack up the “Covid Bin” and return it to the Coaches.
- During ice time be available to skaters needs; this may include helping with equipment (skates, helmets, etc); use hand sanitizer before and after assisting skater. Skater may also need assistance using the bathroom. Both volunteers must escort skater to the bathroom (Skate Canada Rule of Two).
- Report any illnesses to President – 403-589-1196 or [president@foothillsskatingclub.ca](mailto:president@foothillsskatingclub.ca)