

## **City of Kawartha Lakes Hall Use Protocols Effective: December 20, 2021**

As part of the Hall Use Protocols each user must appoint one COVID-19 Representative for each rental.

### **COVID-19 Representative Responsibilities**

This person is responsible for the following tasks:

- Maintain a log of all people who enter the facility, including name, contact information, date and time (includes all participants, assistants, volunteers) to facilitate contact tracing. Health Unit staff may request the list up to 30 days after the booking.
- Perform active screening of participants/people entering facility prior to or upon entry. Record the answers to the screening questions and based on the responses allow people to enter the facility. Retain the response log for one month. Please refer to the provincial screening tool: <https://covid-19.ontario.ca/screening/customer/>
- Ensure applicable patrons entering the facility meet proof of vaccination requirements using the [Verify Ontario App](#) as outlined in the City of Kawartha Lakes Proof of Vaccination Protocols.
- Effective December 20, 2021, youth aged 12 to 17 years participating in organized sports and recreational facilities are required to show proof of vaccination.
- **Effective January 4, 2022, applicable patrons will be required to use the enhanced [Provincial vaccine certificate with QR code](#) as proof of vaccination.**
- **Effective December 19, 2021, Alcohol will be restricted at 10pm, event spaces are to close by 11pm.**
- Ensure all participants utilize the designated entrance/exit.
- Ensure each person is wearing a mask when required.
- Ensure there is no dancing or singing by patrons.
- **Monitor numbers to ensure capacity limits are followed.**
- Ensure attendees are sitting at assigned tables with a **maximum of 10 per table.**
- Ensure attendees are seated to eat or drink.

- Ensure the user group is following the submitted COVID-19 Safety Plan.