City of Kawartha Lakes Indoor Hall Use Protocols
Effective: October 25, 2021

As the COVID-19 (coronavirus) outbreak continues to evolve, health and safety is our number one priority. To ensure the health and safety of the community cooperation is required from everyone.

Measures in place include, but are not limited to, the following:

- Screening before entering the facility
- Hand sanitization upon entry and exit of the facility
- Designated entrance/exit to the facility, using directional floor markers to support physical distancing
- Enhanced cleaning of the facility following each rental
- Designated COVID-19 Representative provided by each user group
- Proof of Vaccination required to access facilities as outlined in the City of Kawartha Lakes Proof of Vaccination Protocols.

In order to ensure a safe return to facility utilization the following protocols have been adopted for user groups and participants. These protocols, along with the directives outlined in the **Reopening Ontario: Roadmap Exit Step**, must be adhered to.

Facility Use Protocols

- If your event will have dancing, capacity is reduced to 25% capacity, and there must be a designated dance floor.
- If the event is unstaffed/not monitored the maximum capacity is 25.
- Individuals must answer screening questions and verify proof of full vaccination against COVID-19 upon entry.
- Record the name, contact, screening question answers and vaccination status information of every member of the public who attends the event.
- Retain the records for a period of at least 1 month.
- Food may be served.
- Masks must be worn inside and may only be removed to eat and drink when seated at a table.
- Tables must be assigned, people cannot sit at multiple tables throughout the event.
- A COVID-19 Safety Plan is required and must be submitted online, before the event, by the event organizer.

- The event organizer will need to have a COVID-19 Representative who will be responsible for making sure that everyone is following the rules outlined in the [Safety Plan](#).