



**Saskatchewan Parks and Recreation Association (SPRA)**  
**COVID-19 Mitigation Measures for In-Person Training**  
**Guide for Participants**

*Updated: February 18, 2022*

**SPRA Mitigation Measures will remain in effect until June 30, 2022.**  
Extension or revisions, if required, will be determined prior to this date.

**Purpose:**

The purpose of these measures is to mitigate the risks associated with providing safe training environments for our staff, members and stakeholders. As the leader for the parks and recreation industry that builds healthy active communities, we continue to be vigilant in creating safe and welcoming learning environments for all participants.

This document is part of a series directed at maintaining the **wellbeing and safety** of Facilitators/Instructors, participants, SPRA staff and host sites involved in SPRA's in-person training programs. The measures within this document may meet or exceed the recommendations provided by the province and SHA.

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## **PARTICIPANTS**

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SPRA reminds all participants that personal safety is a required individual commitment that will help protect other participants, the Facilitator/Instructor, and the host site. Your cooperation following these guidelines is appreciated. We thank you in advance for following these measures and respecting the comfort level of others.

Networking and social engagement is an important part of SPRA courses. Participants must adhere to safe and responsible practices both inside and outside the classroom.

The COVID-19 pandemic is an evolving situation and our measures will be reviewed and updated based on the latest information and direction from the province and SHA. Industry best practices may be taken into consideration as well.

SPRA reserves the right to cancel a course, or adjust course size, at any time. A full refund will be issued.

## **Symptoms**

Participants **SHOULD NOT** attend the course, and are asked to cancel their registration, if experiencing any of the following cold-like symptoms such as cough, fever, runny nose or nasal congestion (not caused by allergies), sore throat, shortness of breath, muscle aches, fatigue, headache, difficulty swallowing, changes to sense of smell or taste, nausea/vomiting, diarrhea, or abdominal pain, or if they have tested positive on a COVID-19 Rapid Antigen or PCR test within the five days immediately prior to the start of the course. Contact the SPRA office or the training host as soon as possible and advise them you are not able to attend.

Participants will be asked to leave the course and the facility if experiencing cold-like symptoms or test positive on a COVID-19 Rapid Antigen Test at any point during the event. A refund, as per SPRA policy, of registration fees will be issued to participants who are unable to attend or finish the course as a result.

SPRA can be reached at (306) 780-9231, or toll free at 1-800-563-2555.



## Pre-course Actions

Participants are required to do the following prior to the start of the training program:

1. Read these guidelines and, by registering, agree to accept the terms and conditions herein. If the participants decline to accept the terms and conditions, their course registration will be immediately cancelled, they will not be allowed to participate, and fees will be fully refunded.
2. All participants are strongly encouraged to complete a Rapid Antigen Test within the 24 hours prior to the start course, and only attend if the test is negative **and** they have not otherwise tested positive for COVID-19 within the five days immediately prior to the start of the course.
  - If the course is three or more consecutive days in length, at minimum, re-testing within the 12 hours prior to the course start time on days three and five (where necessary) is encouraged.
  - Rapid Antigen Tests are accessible for free at [various locations](#) in Saskatchewan, or may be purchased at pharmacies, at the expense of the participant.
3. Review the [COVID-19 Screening Questions](#) at least 24 hours prior to attending. If you answer 'Yes' to any of the questions, do not attend the event, and contact SPRA. Course fees will be fully refunded. We can be reached at (306) 780-9231, or toll free at 1-800-563-2555.
4. Participants agree to provide their own facemasks, pens, pencils, paper and any other supplies required. Participants will be informed prior to their course if any food or refreshments will be provided by SPRA. If any meals or refreshments are provided, all will be individually served/packaged. Please bring your own water/water bottles.
5. Hand sanitizer, gloves and facial tissues will be supplied over the duration of the course, but participants can bring their own for personal use.

## Course Actions

The actual delivery of the course presents the greatest risk of COVID-19 transmission. Therefore, the following must be strictly adhered to.

1. **Follow all safety guidelines and requirements as outlined by the host site (facility) and SPRA.**
2. **Verbally answer the COVID-19 Screening Questions each day of the course.** If you answer 'Yes' to any of the questions, you will not be permitted into the event.
3. **SPRA strongly encourages all participants to maintain two meters of physical distancing from others.** Desks/workstations will be set up to allow for a minimum of two-meter distance from others.
4. **SPRA strongly encourages all participants, facilitators and staff to mask when two meters of physical distancing from others cannot be maintained.** Masks can be removed when seated at desk/workstation.
5. **The sharing of common equipment is to be limited as much as possible.** In some courses, this may not be possible. Please ensure any common surfaces are sanitized between users and use frequent hand washing/sanitization. Disposable gloves may also be worn while reinforcing the avoidance of touching face, nose, mouth or eyes.



- 6. Hand and respiratory hygiene are important to limit the potential spread.** Wash your hands often with soap and water for at least 20 seconds or use an anti-bacterial hand sanitizer, especially after using the washroom or when in contact with common touch surfaces. At a minimum, hand hygiene should be performed at the following times by all participants and the Facilitator/Instructor:

**Hand hygiene includes:**

- Beginning and end of class.
- Before and after meals.
- Before and after any practical sessions.
- Prior to entering or upon exiting the classroom.

**Respiratory hygiene includes:**

- Coughing or sneezing into your sleeve or elbow.
- Washing your hands after handling nose or throat secretions.
- Avoid touching your face and clean your hands before touching your eyes, nose or mouth.

- 7. Respect others.** Any behaviour that intentionally threatens the physical or emotional health and safety of the Facilitator/Instructor or another participant before, during or after training will be cause for immediate expulsion.
- 8. Contact SPRA prior to the date of the course** if you have any concerns related to SPRA's COVID-19 safety measures. We can be reached at (306) 780-9231, or toll free at 1-800-563-2555.

### Post-course Actions

- 1.** All participants are encouraged to self-monitor for symptoms following the course. Visit the Government of Saskatchewan's [Living with COVID](#) website for more information on testing, self-monitoring and self-isolation.

**Thank you for keeping the training course safe for everyone's wellbeing.  
If you have any questions/concerns, please contact the SPRA office at 1-800-563-2555.**

**SPRA takes no responsibility for other organizations' use or implementation of these internal measures.**