



# NATIONAL GUIDELINES FOR RETURN TO SPORT & PROGRAMS

July 2020



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# INTRODUCTION

## Welcome

We are all very keen to return to our programs, training and competition and to re-engage the friendships we have formed within our Special Olympics community. These guidelines set out the steps in allowing us to do this.

As the COVID-19 response varies across Canada, there is no standard approach that applies to all Chapters. Special Olympics Canada has developed these guidelines, in accordance with Special Olympics International (SOI) protocols, as a tool to assist Chapters, athletes, coaches, volunteers, staff, programs and families/caregivers in understanding the guidelines and requirements that must be in place in order for Special Olympics Canada sports and programs to resume in the safest way possible.

The arrangements set out in these guidelines are intended to prevent the transmission of COVID-19 among members, athletes, coaches, officials, staff, volunteers, families/caregivers and the broader community.

These national guidelines provide the framework to govern the general operation of Special Olympics Canada and its Chapters, local program operations, program participation by all members and the monitoring and reporting of the health of attendees at Special Olympics Canada and Chapter programs and activities.

**At all times these national guidelines are subject to all government and public health authorities' laws, regulations and directions. They do not supersede directives from your Provincial/Territorial (P/T) Municipal Health Authorities or government. They do not supersede best practices as recommended by medical professionals. They are meant to serve as an additional resource.**

Additionally, these guidelines must be considered in the context of recommendations, guidelines and directives from national and provincial/territorial sport organizations for specific sports. Because of the seriousness of COVID-19 and the fact that SO deals with a particularly vulnerable population, Chapters are reminded that where two different guidelines may be applicable, it is necessary to apply the more stringent one. We must always err on the side of caution, and never lose sight of the fact that the health and safety of our people takes precedence over everything else.

The recommendations and guidelines found within the document are focused on providing a phased return to play in an attempt to minimize exposure of COVID-19 for all stakeholders involved.

Recognizing the multi-sport environment SO operates within, that will mean that some sports are suspended longer, or are being delivered in a different manner than before. Return to sport will be different for each sport in each province and territory.

For each phase, there are a number of general topics covered which focus on things like the permitted activities, general hygiene measures, spectators, additional personnel considerations and programs such as Active Start and FUNdamentals, Athlete Leadership and NCCP delivery and Healthy Athletes. In the case of sport specific guidelines and parameters, Special Olympics Canada suggests you leverage the plans developed by the National and/or P/T Sport Organizations first and then consider SO-specific adaptations if they are required and not addressed. For the sports that do not have an NSO, there is additional information provided in Appendix E. For sports with an NSO, Chapters can download sport specific plans from the extranet.

It is recommended that as part of a phased return to sport and programs, athletes with underlying medical conditions that may be impacted by COVID-19 consult a healthcare provider and seek medical advice before returning to program activities and sports training.

The conditions set out in these guidelines are current as of July 2020. Similar to all sports, the return to play guidelines and the conditions of the return are dependent upon future government directives and health agencies.

**The health, safety and wellbeing of our community, especially athletes, will always be at the centre of everything we do.**

## RESPONSIBILITIES UNDER THESE GUIDELINES

Special Olympics Canada is responsible for the development of resources to support Chapters in the return to sport and programs.

### Chapters are responsible for:

- Complying with P/T government and health directives
- Meeting the minimum standards for returning to sport and programs as outlined by Special Olympics Canada
- Implementation of your Chapter plan

### Disclaimer and Compliance

Special Olympics Canada has prepared and is providing this set of guidelines with the intention of assisting its Chapters in the safe return to our programs, training and competitions.

Please bear in mind that this is a set of guidelines only. These guidelines are not to be considered the “last word” or an exhaustive compilation of best practices in all situations. It is up to each Chapter to ensure that they build on these guidelines as needed to ensure safe operations and compliance with all applicable guidelines and requirements from relevant public health officials. Each Chapter must develop and adhere to best practices for each activity engaged in. These guidelines are intended to provide a starting point.

It is the legal responsibility of each Chapter to ensure that medical and public health guidelines are followed at all times. The Chapters are responsible to take all reasonable care to prevent the spread of COVID-19.

Special Olympics Canada is not involved in the day-to-day operations of the Chapters. The Chapters bear the responsibility for ensuring that they operate in accordance with all statutory requirements such as health and safety laws, and all directives from governmental authorities, whether federal, provincial or municipal.

These guidelines are for informational purposes to support its Chapters only. These guidelines do not constitute legal, medical or other professional advice and in no way does use of these guidelines by a Chapter or any other party make Special Olympics Canada liable for any loss or damage that may result.

# SPECIAL OLYMPICS CANADA FRAMEWORK

Our guidelines have been developed in line with SOI's "Return to Activities Protocol".

This protocol is founded on the latest medical information available and guidance from organizations such as the World Health Organization (WHO) and nation-specific health agencies (e.g. Public Health Agency of Canada).

**The guidance on Return to Activities is based upon five Guiding Principles. The five principles are:**

- 1** The health and safety of all members of the Special Olympics movement is paramount.
- 2** Beyond a sports organization, Special Olympics is a movement for and by people with intellectual disabilities (ID), and its guidance must be inclusive and directed at the unique needs and abilities of people with ID.
- 3** Relevant WHO and country-specific (e.g., Public Health Agency of Canada) guidelines should serve as minimum standards. In addition, consideration should be given to local and community authorities in that if there are more conservative/restrictive guidelines, these should be followed.
- 4** Guidance is based on current medical information available at the time of publication. As knowledge of COVID-19 is changing rapidly, guidance will continue to evolve.
- 5** Guidance takes a phased approach that is dependent on local transmission rates as well as testing/monitoring/contact tracing/health system capacity.

**Special Olympics Canada expects all Chapters, athletes, coaches, officials, staff, programs and volunteers to:**

- Comply with the health directives of government and public health officials as issued from time to time;
- Understand and act in accordance with these guidelines as amended from time to time;
- Comply with any screening measures implemented by Special Olympics Canada and its Chapters;
- Act with honesty and integrity in regard to the state of their personal health and any potential symptoms; and
- Monitor their health and take a cautious approach to self-isolation and reporting of potential symptoms.

# HIGH-RISK PARTICIPANTS: ATHLETES WITH A DISABILITY

**Taken from Public Health Agency of Canada and Special Olympics Inc.**

Having an intellectual disability alone may not put someone at a higher risk for getting COVID-19 or having a severe illness if they do get COVID-19. However, some people with intellectual disabilities might be at a higher risk of infection or severe illness because of their age or underlying medical conditions, which could put them at greater risk of being exposed and acquiring the infection.

## **The known underlying health conditions that put one at greater risk for COVID-19 include:**

- Endocrine disorder (like diabetes)
- Metabolic disorders
- Brain and spinal cord disorders (ie. cerebral palsy, epilepsy, stroke)
- Hypertension
- Asthma
- Chronic lung disease
- Severe heart conditions
- Chronic kidney disease
- Obesity
- Weakened immune system

## **Some of the other factors that may make a person with a disability more at risk of acquiring COVID-19 or progressing to more severe COVID-19 infection, other than age and underlying chronic conditions, include:**

- 1** The nature of some disabilities may put individuals at a higher risk of infection. For example, people who have difficulties washing their own hands, blind or low-vision Canadians who must physically touch objects for support or to obtain information, and those with trouble understanding and/or following public health guidance on physical distancing may be at higher risk.
- 2** Individuals with disabilities living in communal environments such as group homes, foster homes or assisted living may face a higher risk of contracting COVID-19 due to proximity to others and the need to come in contact with people living outside their accommodation.
- 3** Individuals with disabilities interacting with multiple care providers/supports and friends have an increased risk of contracting COVID-19 due to increased exposure.
- 4** Visitor and support person restrictions in hospitals, long-term care homes, congregate and individual dwellings helps reduce virus transmission, but can put persons with disabilities who require assistance communicating their symptoms and personal care choices at risk. It is important to consider that social isolation may impact people with disabilities' physical, social, mental and emotional health and well-being.

- 5 Persons with disabilities may face barriers to accessing COVID-19 public communications and response services and programs, particularly where intersecting vulnerabilities are present, e.g. economic, social, rural/remote communities, language, race, age and gender. There may be a need for assistance to navigate community supports and frequent communications with new information. Information will need to be communicated in a variety of ways and be made available through a variety of mediums.
- 6 Treatment of unrelated health conditions may put a person with disabilities at risk if the health care system is overloaded by COVID-19. This could present barriers to health services for persons with disabilities, and would be felt acutely by persons with multiple disabilities.
- 7 The loss of important services and supports provided through community programming, employment, access to therapies and school can also be detrimental to a persons' overall health and well-being and lead to regression in positive development for some persons with disabilities.

**It is very important that those who work and live with those with disabilities are aware of the considerations needed during COVID-19. Adapting and being creative and proactive at this time is essential to ensure the voices of those with disabilities are heard and responded to. And as usual, if a person with a disability or their support persons/friends have any questions or concerns regarding any health issues, their primary healthcare providers should be consulted.**

In addition, SOI indicates that the biggest risk for people with ID is not their underlying health conditions, but their lack of access to healthcare. More than 80% of healthcare providers are not trained to treat people with intellectual disabilities. Please use the form linked in Appendix B: Athlete Checklist for assistance with any healthcare visit.



## What that means for Special Olympics in Canada:

As programs approach return to play initiatives there are potential interventions worth considering for high-risk athletes/other personnel including:

- Delaying a return to sport/programs
- Greater focus on individual training or virtual training
- Maintaining social distancing measures
- Delay the return of 'high risk' athletes/other personnel from the training environment
- Consideration given to timelines and the need to be adjusted based on a vulnerable sector (Return to sport might look different than that of generic return)
- Selecting sports based on minimal risk, human contact and opportunity for sharing of equipment

The foundation for our guidelines to return to sport and programs is the health, safety and wellbeing of our community, especially athletes and volunteers. It is recommended, that the final decision for involvement by High-Risk participants be done in consultation with a healthcare provider, caregiver (if applicable), the P/T Chapter, and be based on the guidelines and recommendations from the P/T Government and Health agency. All participants will be required to sign a waiver and declaration form before returning to programming.

# SAFE SPORT

The focus of these guidelines is the safe return to play while continuing to focus on the Safe Sport movement and ensuring that our athletes, volunteers, coaches and other stakeholders are all protected. Although the overall Safe Sport movement covers a number of topics and issues (Canadian SafeSport Hotline, concussion policy and protocol, training, etc.) in the context of this resource, the focus is on supervision and responsible coaching during all contexts of a phased return to sport and programs.

All programs, coaches, volunteers and staff should visit <https://coach.ca/sport-safety> for additional information

**As taken from Coaching Association of Canada (CAC):**

## **Rule of Two**

**To be considered and followed in all phases of program delivery.**

**The goal of the Rule of Two is to ensure all interactions and communications are open, observable, and justifiable. Its purpose is to protect participants (especially minors) and coaches in potentially vulnerable situations by ensuring more than one adult is present. There may be exceptions in emergency situations.**

## **Phase 1**

### **Rule of Two in a Virtual Setting:**

These specifics have been included in the guidelines as there is a change to implementation based on the delivery of programs in Phase 1.

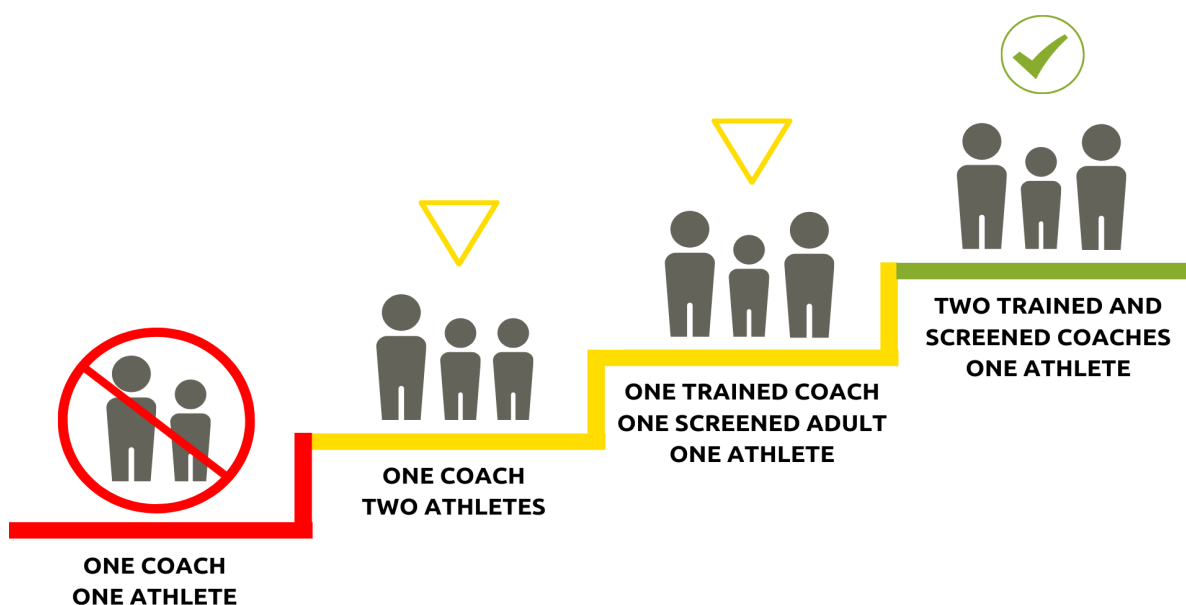
- The Rule of Two should continue to apply to all minor athletes in the virtual environment during the COVID-19 pandemic (additionally, for those athletes under age 16, a parent or guardian should be present during the session where possible);
- We recommend applying the Rule of Two to non-minor athletes, as well, in the current circumstances;
- For every session, the Rule of Two would require two adult coaches be present, or one coach and one adult (parent, guardian, volunteer, program administrator) – one-on-one sessions should be prohibited;
- Parents/guardians should be fully informed beforehand about the activities undertaken during the sessions, as well as the process of the virtual session;

- Parents/guardians should be required to consent to virtual sessions prior to each session, if irregularly scheduled, or prior to the first session if there is a series of regularly scheduled sessions;
- Communication during each session should be in an open and observable environment (i.e., avoid bedrooms) in the athlete's home (athlete's parents'/guardians' home), and the coach must initiate the session from an appropriate location (i.e., avoid bedrooms or "overly personal"/unprofessional settings);
- Prohibit one-on-one texting, emailing or online contact between coach and athlete – any texting, emailing or online contact should be limited to group text/email that includes at least two adults (two coaches or one coach and one adult (parent, guardian, volunteer, program administrator), and limited to coaching (non-social) matters, and parents of minor athletes should be provided the opportunity to receive these texts/emails;
- Social media contact by coach to athlete should be prohibited (including the sharing of memes, non-training video, etc.);
- Encourage parents/guardians to debrief with U-16 athletes about virtual training on a weekly basis.

In addition, care should also be taken to ensure that appropriate security settings have been set for virtual, videoconferencing arrangements, including password protected videoconference invitations.

## Phase 2 and 3

### Additional information related to current practices for implementing the Rule of Two:



## Good Rule of Two implementation practices:

- The coach is never alone and out of sight with a participant without another screened coach or screened adult (parent or volunteer) present.
- Allow training environment to be open to observation.
- Ensure a participant rides in a coach's vehicle with another adult present.
- Consider the gender of the participant(s) when selecting the screened coached and volunteers who are present.
- Eliminate one-to-one electronic messaging. Ensure that all communications are sent to the group and/or include parents.

Learn more: [coach.ca/responsiblecoaching](https://coach.ca/responsiblecoaching)



The phased return to play should not impact the required training and screening for all coaches and volunteers. There remains an importance and focus on the three key areas (Rule of Two, Background Screening, Ethics Trainings) within the responsible coaching movement. For more details please access resources at <https://coach.ca/three-steps-responsible-coaching>.

**Quota:** As per the SOC Quota Policy, the organization uses the guidelines of 3:1 (winter sports) and 4:1 (summer sports) ratio of athletes to coach at competitions. Throughout return to play and the focus on getting back to programs the suggested ratios are recommended to stay in place. In addition, as P/T Health ministries put restrictions on group size, it is essential to ensure that the Rule of Two remains in place and that a coach/volunteer position is not sacrificed for an athlete opportunity.



## PHASED RETURN TO SPORT & PROGRAMS

PHASE 1	PHASE 2	PHASE 3
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### Special Olympics Sport Activity

Zero program activity	Limited/modified program training allowed and limited/modified competition	All program training and competition allowed
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### Special Olympics Staff & Chapter Activity

Staff work from home	Staff work from home and/or office	Staff fully operational
No travel	Restricted travel	Unrestricted travel

### Special Olympics Programs (Athlete Leadership, Healthy Athletes, Active Start, FUNDamentals, etc.)

Virtual programs available	Limited/modified programs	All programs in operation
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### Special Olympics School Based Activity

Zero school activity	Limited/modified school activity	All school events in place
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# SPECIAL OLYMPICS CANADA RECOMMENDATIONS FOR ACTIVITIES

## General Changes

PHASE 1	PHASE 2	PHASE 3
<p>Online coaching and resources.</p> <p>Virtual programming</p> <p>No physical contact of any kind between athletes, coaches and volunteers.</p> <p>No handshakes, hugs, and high fives.</p> <p>No equipment sharing.</p> <p>EAPs should be updated to reflect new protocols.</p>	<p>As per Phase 1 plus: Small groups permitted. Maximum number of persons as advised by your Provincial/Territorial health authority</p> <p>Programs must have cleaning and first aid kits (including masks and gloves). Clear face shields for coaches/volunteers working with athletes who are deaf or hard of hearing. Cleaning of shared equipment and surfaces should be done regularly.</p> <p>Some sharing of equipment with easily cleaned surfaces. (e.g. kicking a soccer ball).</p> <p>Recommend masks should be worn as much as possible. This includes when you arrive and depart from your program.</p> <p>Independent skills and drills should be primary activities.</p> <p>Indirect contact (e.g. through a ball in the hand) may occur but no deliberate contact.</p> <p>Indoor venues/sports permitted if they comply with above.</p> <p>Virtual programming still available</p> <p>Declaration and waiver forms signed by each participant (athlete, coach, volunteer, etc.).</p>	<p>As per Phase 2 plus: Full sporting activity allowed including contact.</p> <p>Larger teams consider maintaining smaller training groups.</p> <p>Training may still be affected by commercial operation of facilities.</p> <p>Virtual training may still occur.</p> <p>Limit unnecessary social gatherings.</p> <p>Review and update EAPs as required</p>

	<p>Attendance protocol must be followed and attendance taken at each session.</p> <p>Review and update EAPs as required</p> <p>Areas for bags, jackets, etc. should be designated and maintain physical distancing</p>	
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## General Hygiene Measures

PHASE 1	PHASE 2	PHASE 3
<p>No sharing of equipment or communal facilities.</p> <p>Strictly apply personal hygiene measures.</p>	<p>Maximum number of persons as advised by your provincial/territorial health authority.</p> <p>Communal facilities can be used after a risk assessment and mitigation process is completed. Plan should be in place for cleaning of washrooms.</p> <p>'Get in, Train and Get out' training process. Train and leave straight away, no social engagement. Arrive already dressed in appropriate attire.</p> <p>Separate entrance/exit designated (with signage) when possible.</p> <p>Staggered arrival/departure times.</p> <p>Maintain 2m (or 6ft) distance where possible.</p> <p>Cleaning protocols in place for all equipment. Recommend a thorough full body shower with soap before and after training (at home).</p>	<p>Continue hygiene as per Phase 2.</p>

	<p>Hand sanitizer or hand washing station available on arrival and when leaving.</p> <p>Have reminders/signage posted that reinforces use proper hygiene, physical distancing and use of PPE.</p> <p>Coaches and/or volunteers should consider splitting responsibilities (attendance, cleaning, etc.)</p> <p>No sharing of drink bottles (encourage labeling with the athlete's name).</p> <p>Do not attend if unwell, have a pre-existing condition or have someone at home who may be at greater risk.</p> <p>No spitting, yelling, singing or whistle blowing.</p>	
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### Spectators, Additional Personnel

PHASE 1	PHASE 2	PHASE 3
	<p>Spectator access based on group size restrictions and venue layout.</p> <p>Separate spectators from athletes.</p> <p>Pick up/drop off should be encouraged.</p> <p>Social distancing of at least 2m (or 6ft), hygiene and use of PPE (including masks) should be maintained.</p>	<p>Minimum contact of non-essential surfaces and hands on treatment for essential personnel only.</p> <p>Non-essential personnel discouraged from change rooms.</p>



## Active Start & FUNdamentals

PHASE 1	PHASE 2	PHASE 3
<p>Program Leaders offer virtual programming and/or provide online resources to athletes where available.</p>	<p>Active Start programs suspended – online only.</p> <p>FUNdamentals programs with limited participants.</p> <p>All athletes must have their own equipment (no equipment sharing).</p> <p>Athletes and volunteers must social distance (individual drills and activities only).</p> <p>One parent/caregiver can attend with the athlete and must maintain social distancing – no siblings.</p>	<p>Active Start and FUNdamentals programming resumes.</p> <p>Games with minimal physical contact is encouraged.</p> <p>SO to provide additional equipment to reduce equipment sharing (if possible).</p>

## Athlete Leadership (AL) & NCCP Delivery

PHASE 1	PHASE 2	PHASE 3
<p>Some modules/courses offered online.</p> <p>Social Clubs online (AL).</p> <p>SOC governed in-class courses suspended.</p>	<p>Modules/courses continue online.</p> <p>Social clubs online (AL).</p> <p>SOC governed courses may be in classrooms with limited participants per course and modified delivery where necessary.</p> <p>Participants do not stay overnight (local trainings only).</p> <p>Participants bring their own lunch and water.</p> <p>All participants must maintain social distancing of at least 2m (or 6ft).</p>	<p>Athlete Leadership and NCCP courses resume as normal based on local health recommendations.</p>

## Healthy Athletes

PHASE 1	PHASE 2	PHASE 3
<p>No in-person screenings.</p> <p>Strong Minds resources available online.</p> <p>Healthy at Home resources available online.</p>	<p>Modified in-person screenings may be offered with an emphasis on social distancing practices, use of PPE and no transmission of equipment:</p> <p>Medfest Fun Fitness Fit Feet Health Promotion Healthy Hearing Strong Minds</p> <p>Clinical Directors should consult the SOI disciplines guidelines as developed for phased return.</p> <p>Online resources remain available + Self-assessment tool for Special Smiles.</p> <p>Limit travel of Clinical Directors to avoid possible transmission.</p>	<p>In-person screenings may return in full for all 8 disciplines with a continued focus on hygiene practices.</p> <p>Online resources remain available as supplementary.</p>

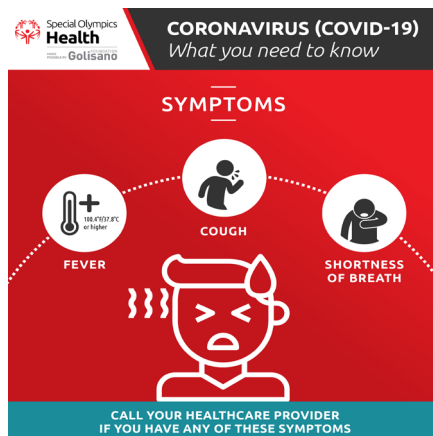
# FOR ATHLETES

## Things to do all the time:

Click the images to see the full resource!

### Hygiene Resources:

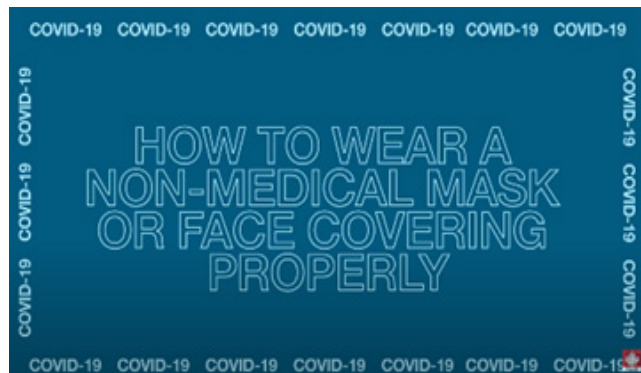
#### 1 What you need to know about COVID-19



#### 2 Hand-washing poster



#### 3 How to wear a mask



#### 4 Proper hand-washing techniques



#### 5 Hand-washing Heroes



#### 6 What to know before you start



Athletes, coaches, volunteers, staff, officials, parents and caregivers

## Things you can do now to get ready for sport/programs to begin:

Click the images to see the full resource!

### Fitness & Strong Minds Resources:

#### 1 How to get your Fit 5



#### 2 School of Strength



#### 3 Tips for maintaining a Strong Mind



#### 4 Healthy sleeping tips



#### 5 Strong Minds Activity Cards





## More resources and fun activities:

Click the images to see the full resource!

### Fun Activity Resources:

#### 1 Connect with your coach and friends



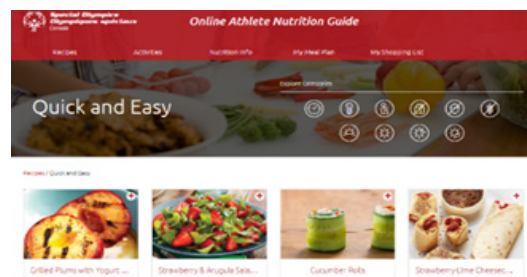
#### 2 Special Olympics Bingo



#### 3 Healthy at Home



#### 4 Healthy Eating



#### 5 Web Reporting Tool Registration Code: SOCWRT2020



#### 6 Young Athletes @ Home Guides



### Hi Coach!

**We want to start by saying Thank You!**

**We know how hard you work every week to ensure that your athletes have the best opportunity to develop as people and as athletes, to participate and challenge themselves, to spend time with their friends and to be part of this wonderful world of sport.**

**We also know that you are all facing this same challenge – you are worried about your families, your own health, your jobs and of course your athletes. We are aware that many of you are already making plans for how to support them and we want to try to provide some support to you!**

### Education

Education is the first step in the preparation of sports resumption. Chapters will retain responsibility for providing training to coaches and volunteers that aligns with provincial/territorial programs and their own return to play plan. These trainings should include considerations outlined in this document as well as guidance from the Provincial/Territorial health authorities.

We hope that by providing additional useful resources, strategies and ideas, that we can help you and your athletes through this challenging time and be ready to get back training in an environment that is safe for all.

### COVID Specific Training - Special Olympics International COVID-19 eLearning Course

This course takes around 25-30 minutes to complete.

Step 1: Go to this link: <https://www.specialolympics.org/health-professional-training>

Step 2: Follow the instructions on the page and complete the course.

## Coaching Requirements for Return to Sport and Programs

Each coach should review and undertake the following actions to allow a return to training at Phase 2 and Phase 3:

Area	Coaching Requirements (for activities under Phase 2)	Coaching Requirements (for activities under Phase 3)
<b>Off-field Preparation</b>	<ul style="list-style-type: none"> <li>• Complete COVID-19 specific coaching training as outlined by your Chapter.</li> <li>• Contact your athletes to ensure they are preparing for sport to return with the activities listed in this plan.</li> <li>• Inform the Program coordinators of the plans for training to recommence. Ensure that plan aligns with all Provincial/Territorial Health guidelines and P/T Sport guidelines</li> <li>• Understand the restrictions for each localized sport and training venue.</li> <li>• Ensure athletes are prepared to “Get in, train, get out”.</li> <li>• Advise players, coaches, and volunteers not to attend if unwell (including any signs/symptoms of cold, flu, COVID-19 or other illness).</li> </ul>	<ul style="list-style-type: none"> <li>• Inform the Program coordinator of plans to continue to train.</li> </ul>
<b>On-field Preparation</b>	<ul style="list-style-type: none"> <li>• Modify training conditions to support social distancing.</li> <li>• Ensure you have equipment to comply with the guidelines and restrictions such as hand sanitizer, tissues, antibacterial wipes and signage.</li> <li>• Retain personal protective equipment (PPE) supplies for use if an attendee at an activity becomes unwell.</li> </ul>	<ul style="list-style-type: none"> <li>• Modify training conditions to support expanded sporting activity that can be conducted in groups of any size including full contact.</li> </ul>

<b>On-field Preparation</b>	<ul style="list-style-type: none"> <li>• Group athletes into smaller groups over a greater number of sessions to comply with Provincial/Territorial guidelines.</li> <li>• See sport-specific recommendations for modifications</li> </ul>	
<b>Emergency Action Plan</b>	<ul style="list-style-type: none"> <li>• Update EAP to ensure alignment with any new venue/facility guidelines or restrictions</li> <li>• Ensure First Aid Kit is equipped with PPE in the event of an emergency where contact would be required</li> <li>• Avoid sharing cell phone/facility phone in the event of an emergency</li> <li>• Assign roles to each volunteer to limit unnecessary contact or sharing</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to update EAP in alignment with venue/facility operations</li> </ul>
<b>Communication</b>	<ul style="list-style-type: none"> <li>• Remind athletes, coaches, members, volunteers and families the return to training protocols including hygiene protocols.</li> </ul>	<ul style="list-style-type: none"> <li>• Requirements continue from Phase 2.</li> </ul>
<b>Training</b>	<ul style="list-style-type: none"> <li>• “Get in, train, get out”</li> <li>• Maximum participants as advised by your Provincial/Territorial health authority</li> <li>• No contact including high fives/hand shaking, no socializing or group meals.</li> <li>• Use defined training areas for each training group</li> <li>• Avoid high injury risk activity</li> <li>• Ensure correct conduct of personal hygiene principles such as sanitizing requirements, hand washing and treatment of shared equipment.</li> </ul>	<ul style="list-style-type: none"> <li>• For larger team sports, consider maintaining some small group separation at training.</li> <li>• Limit unnecessary social gatherings.</li> <li>• Sanitizing requirements continue from Phase 2.</li> <li>• Continue to encourage personal hygiene e.g. wash hands prior to training, no spitting or coughing, sharing of uniforms.</li> <li>• Continue to complete attendance protocol and tracker.</li> </ul>



<b>Training</b>	<ul style="list-style-type: none"> <li>• No sharing of personal equipment.</li> <li>• Complete attendance protocol and tracker at each session.</li> </ul>	
<b>Personal Health</b>	<ul style="list-style-type: none"> <li>• Implement a graded return to sport to avoid injury.</li> <li>• Remind players, coaches, volunteers to not attend if unwell (including any signs/symptoms of cold, flu, COVID-19 or other illness).</li> <li>• Avoid physical greetings such as hand shaking and high fives.</li> <li>• Avoid coughing, clearing nose, spitting and sharing of uniforms.</li> <li>• Remind athletes to launder own training uniform and wash personal equipment.</li> </ul>	<ul style="list-style-type: none"> <li>• Requirements continue from Phase 2.</li> </ul>
<b>Hygiene</b>	<ul style="list-style-type: none"> <li>• Adopt safe hygiene protocols</li> <li>• Distribute information and posters for safe hygiene</li> </ul>	<ul style="list-style-type: none"> <li>• Requirements continue from Phase 2.</li> </ul>
<b>Facilities</b>	<ul style="list-style-type: none"> <li>• Understand and inform athletes which parts of facilities are available during Phase 2 restrictions.</li> </ul>	<ul style="list-style-type: none"> <li>• Understand and inform athletes which parts of the facilities are available during Phase 3 restrictions.</li> </ul>
<b>Management of unwell participants</b>	<ul style="list-style-type: none"> <li>• Understand and comply with guidelines for management of COVID-19 and communication protocol for positive tests.</li> <li>• Advise players, coaches, volunteers to not attend if unwell.</li> </ul>	<ul style="list-style-type: none"> <li>• Requirements continue from Phase 2.</li> </ul>

## FOR PROGRAMS

### Program Requirements for Return to Sport and Programming

These areas of operation for programs should be given consideration as part of a Chapter's plan to return to sport and programming. All programs should consider the actions set out in each phase and consider the framework for Special Olympics Canada's return to sport and programming is the health, safety and wellbeing of our community, especially athletes.

Each program should conduct the following actions to allow a return to training at Phase 2 and 3:

Area	Program Requirements (for activities under Phase 2)	Program Requirements (for activities under Phase 3)
<b>Approvals</b>	<ul style="list-style-type: none"> <li>• Provincial/Territorial Government approval of the resumption of community/school sport and programs.</li> <li>• Relaxation of localized public gathering restrictions to enable training/programming to occur.</li> <li>• Local government/venue owner approval to training at venue.</li> <li>• Special Olympics Chapter approval of return to training/programs.</li> <li>• Insurance arrangements confirmed to cover programming, training and competition (if applicable).</li> <li>• Declaration and Waiver forms signed by each participant (athlete, coach, volunteer, 1:1 support, etc.)</li> <li>• Training/Education plan in place for athletes, coaches/volunteers, staff and other key stakeholders.</li> </ul>	<ul style="list-style-type: none"> <li>• Relaxation of public gathering restrictions to enable training/programming to occur.</li> <li>• Continued local government/venue owner approval to training/competition at venue, if required.</li> <li>• Special Olympics Chapter approval to return to training and competition.</li> <li>• Insurance arrangements confirmed to cover competition.</li> </ul>
<b>Personal Health</b>	<ul style="list-style-type: none"> <li>• Recommend a graded return to sport to avoid injury.</li> <li>• Advise all players, coaches, volunteers that they are not to attend if unwell (including any signs/ symptoms of cold, flu, COVID-19 or other illness).</li> </ul>	<ul style="list-style-type: none"> <li>• Requirements continue from Phase 2.</li> </ul>

<b>Personal Health</b>	<ul style="list-style-type: none"> <li>• Personal hygiene encouraged (e.g. wash hands prior to training, no spitting or coughing, no shared uniforms).</li> </ul>	
<b>Training Process</b>	<ul style="list-style-type: none"> <li>• Ensure all sports are adhering to “Get in, train, get out” process.</li> <li>• Arrive already dressed in appropriate attire.</li> <li>• Separate entrance/exit designated (with signage) when possible.</li> <li>• Staggered arrival/departure times.</li> <li>• Recommend coaches review length and scheduling of training sessions to reduce overlap.</li> <li>• Only small groups permitted for all program activities. Maximum number of persons as advised by your Provincial/Territorial health authority</li> <li>• Separate spectators from athletes. Pick up/drop off should be encouraged.</li> <li>• No physical contact including high fives, hand shaking, no socializing or group meals.</li> <li>• Circulate correct conduct of hygiene principles such as sanitizing requirements, hand washing and treatment of shared equipment.</li> <li>• Provide cleaning equipment for treatment of shared sporting equipment E.g. alcohol-based sanitizer, wipes, sanitize equipment before, during, after sessions.</li> <li>• Personal hygiene encouraged.</li> </ul>	<ul style="list-style-type: none"> <li>• Full sporting activity can be conducted in groups of any size including full contact.</li> <li>• For larger team sports, consider maintaining some small group separation at training.</li> <li>• Limit unnecessary social gatherings.</li> <li>• Access to treatment from support staff.</li> <li>• Sanitizing requirements continue from Phase 2.</li> <li>• Treatment of shared equipment continues from Phase 2.</li> <li>• Personal hygiene encouraged (e.g. wash hands prior to training, no spitting or coughing).</li> <li>• Attendance protocol and tracker must be completed after each session.</li> </ul>

<b>Training Process</b>	<ul style="list-style-type: none"> <li>• Guidance for travel arrangements for athletes with special travel arrangements. E.g. physical distancing on public transport and use of masks, limit car pool, taxi, Uber use.</li> <li>• Attendance protocol and tracker must be completed after each session.</li> </ul>	
<b>Hygiene</b>	<ul style="list-style-type: none"> <li>• Adopt safe hygiene protocols.</li> <li>• Distribute information and posters for safe hygiene.</li> </ul>	<ul style="list-style-type: none"> <li>• Requirements continue from Phase 2.</li> </ul>
<b>Communication</b>	<ul style="list-style-type: none"> <li>• Communicate to athletes, coaches, members, volunteers and families/caregivers the return to programming/training protocols including hygiene protocols.</li> <li>• Ensure compliance with safe sport rule of two.</li> <li>• Reinforce hand washing and general hygiene etiquette.</li> </ul>	<ul style="list-style-type: none"> <li>• Requirements continue from Phase 2.</li> </ul>
<b>Facilities</b>	<ul style="list-style-type: none"> <li>• Verify availability of facilities and their adherence to all Phase 2 restrictions.</li> <li>• Ensure coaches and volunteers have provision of appropriate health and safety equipment, Personal Protective Equipment (PPE) and personal hygiene cleaning solutions.</li> <li>• Ensure venue promotes good personal hygiene in facilities (ideally with visuals/posters).</li> </ul>	<ul style="list-style-type: none"> <li>• Understand requirements for return to full use of Program facilities.</li> <li>• Requirements continue from Phase 2.</li> </ul>
<b>Management of unwell participants</b>	<ul style="list-style-type: none"> <li>• Review guidelines for management of COVID-19 with all coaches and volunteers.</li> <li>• Remind all participants to not attend if unwell (including any signs/ symptoms of cold, flu, COVID-19 or other illness).</li> </ul>	<ul style="list-style-type: none"> <li>• Requirements continue from Phase 2.</li> </ul>

# GUIDELINES FOR MANAGEMENT OF COVID-19

## Prevention:



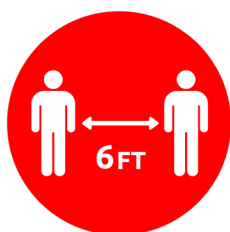
**Educate/train** volunteers, coaches, athletes and other stakeholders



**Complete forms** (declaration, waiver and attendance)



Implement/encourage **personal hygiene** measures



Enforce **physical distancing**



**Sanitize** shared equipment



**Monitor, review** and **update** Chapter plans

## Management if someone feels ill:



**Do not attend** training or program



**Advise** family/caregiver (if applicable) and the Chapter designate



Seek appropriate **medical treatment**



Obtain **medical clearance** before returning



Follow P/T government **guidelines for isolation** if required



# COMMUNICATION PROTOCOL

## Communication protocol for all confirmed cases of COVID-19 (active participants only):

Early detection of symptoms will facilitate the immediate implementation of these control measures.

**A “case” is a single case of COVID-19, and an “outbreak” is two or more cases.**

To reduce the risk of spreading the COVID-19 virus, Chapters should put an immediate pause on any program or activity where a participant has been diagnosed with the virus.

All coaches and volunteers should receive information and training on the Positive Case Protocols prior to the initial start of their program. Each program will be required to keep attendance records for each training session, event, etc. for contact tracing should there be a positive test.

Any individual experiencing COVID-19 symptoms, or who has been advised to self-isolate, is not permitted to attend program venues. Please consult the P/T Health Authority for the most up-to-date information on symptoms and recommendations.

### If someone tests positive for COVID-19:

Upon confirmation of a positive test for COVID-19, within 24 hours of notification, the athlete, parent/caregiver, coach, or volunteer must:

- Inform the Chapter designate of the positive COVID-19 test.
- Follow the P/T Health Authority guidelines for self-isolation and remain self-isolated until their doctor or Regional Health Authority advises that it is safe to return to normal activities.

### When the Head Coach is notified of a positive COVID-19 case, the Head Coach must:

- Respect privacy laws and reveal the name of the individual testing positive only to the Chapter designate.
- Immediately inform the Chapter designate.
- The Chapter designate and the Head Coach will work together to notify all participants (coaches, athletes, staff and 1-1's) who attended the program over the past 21 days of the positive test.

### When the Chapter Designate is notified of a positive COVID-19 case, they must:

- Respect privacy laws and only reveal the name to the Chapter CEO.



- Inform the Local Coordinator for that program that there has been a positive test.
- Inform the Chapter CEO and Communications Manager of the case.
- Ensure all participants have been notified there has been a positive test and advise them to watch for signs of illness. They are to be informed that they can access further information on the P/T Healthy Authority's website.
- Put the program on pause for a minimum of 14 days from time of last program.

**When the Chapter CEO is notified of a positive COVID-19 case, they must:**

- Advise the Chapter Board of Directors of the case and the action taken.
- Advise CEO of Special Olympics Canada of the positive test (no further details to be provided).

**When the Chapter Communications Manager is notified of a positive COVID-19 case, they must:**

- Provide key messaging for staff and Local Committee members to ensure that all are providing a consistent message.

**Throughout the 14-day quarantine period, the Chapter designate should:**

- Check in with the individual who tested positive to ensure they have the support they require.
- Check in with the program participants to ensure all are healthy, following quarantine protocols, and have the support they require.

## Positive Case Timeline

WHO	1-2 HOURS FROM NOTIFICATION	WITHIN 24 HOURS OF NOTIFICATION	WITHIN 14-21 DAYS AFTER NOTIFICATION
<b>Regional Health Authority or Participant</b>	Whoever is notified or aware of a positive test must contact the Chapter designate		
<b>Head Coach</b>	Notify Chapter designate of the confirmed case		Follow up with other participants to ensure there are no additional positive tests
<b>Chapter Designate and Head Coach</b>		Initiate plan to notify program participants of the case	
		Pause program	
<b>Chapter Designate</b>	Notify Local Coordinator of case and process	Circulate key messaging to staff and the Local	Follow up with the participant re: their recovery
	Notify CEO and Communications Manager of the case		Notify Local of their ability to resume the program
<b>Chapter CEO</b>	Notify Chapter Board of Directors of the case		
	Notify CEO, SOC		
<b>Chapter Communications Manager</b>		Develop key messaging	

## ADDITIONAL RESOURCES

### National

#### Government of Canada

<https://www.canada.ca/en/public-health/services/diseases/coronavirus-disease-covid-19.html>

### Provincial/Territorial Governments

#### Alberta

<https://www.alberta.ca/coronavirus-info-for-albertans.aspx>

#### British Columbia

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support>

#### Manitoba

<https://www.gov.mb.ca/covid19/index.html>

#### New Brunswick

[https://www2.gnb.ca/content/gnb/en/departments/ocmoh/cdc/content/respiratory\\_diseases/coronavirus.html](https://www2.gnb.ca/content/gnb/en/departments/ocmoh/cdc/content/respiratory_diseases/coronavirus.html)

#### Newfoundland & Labrador

<https://www.gov.nl.ca/covid-19/>

#### Nova Scotia

<https://novascotia.ca/coronavirus/>

#### Northwest Territories

<https://www.gov.nt.ca/covid-19/>

#### Ontario

<https://covid-19.ontario.ca/index.html>

#### Prince Edward Island

<https://www.princeedwardisland.ca/en/topic/covid-19>

#### Saskatchewan

<https://www.saskatchewan.ca/government/health-care-administration-and-provider-resources/treatment-procedures-and-guidelines/emerging-public-health-issues/2019-novel-coronavirus>

## Quebec

<https://www.quebec.ca/en/health/health-issues/a-z/2019-coronavirus/>

## Yukon

<https://yukon.ca/en/covid-19-information>

## Special Olympics International

### Resource Site

<https://resources.specialolympics.org/resources-to-help-during-the-crisis>

## Coaching Association of Canada

### Safe Sport

<https://coach.ca/sport-safety>

**Return to NCCP Development: TBD (in development)**

## CONTACTS

### Insurance/Legal Inquiries



**Brandur Olafsson** | Vice President, Finance and Business Operations



1-647-826-4382



[bolafsson@specialolympics.ca](mailto:bolafsson@specialolympics.ca)

### Inquiries on the Guidelines



**Kendra Isaak** | Director, Sport and Competition



1-416-927-9050, ext 4387



[kisaak@specialolympics.ca](mailto:kisaak@specialolympics.ca)

## APPENDIX A: EASY LANGUAGE GUIDE

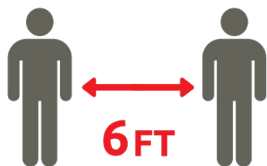
New rules you must follow to go to Special Olympics Sport Programs. We are doing this to stop the spread of COVID-19.



**Recommend showering at home before and after your training.**



**Sign-in when you get to training, every session.**



**Keep space between people**



**Arrive no more than 5 minutes before training starts.  
Leave when training is finished.**



**Only use your own water bottle.**



**Wash your hands before and after training.**



**Stay home if you feel sick.**



**Cough or sneeze into your elbow.**



**Do not high five or touch.**



## APPENDIX B: ATHLETE CHECKLIST

Your coach or Chapter staff will be in touch to let you know how and when your training will begin.

### When training begins:



#### DO

- ✓ Recommend **masks be worn as much as possible**.  
This includes when you arrive and depart from your program.
- ✓ Recommend **showering at home** before and after training.
- ✓ Keep **2m (or 6ft)** from other athletes and volunteers.
- ✓ **Arrive to training on time** (no more than 5 minutes before practice starts).
- ✓ **Leave straight after** training is finished.
- ✓ Bring and use **your own water bottle**.
- ✓ Use **hand sanitizer** when you arrive and before you leave.
- ✓ Use this [form](#) if you need to go to a **doctor or medical professional**.





## DON'T

- ❌ Don't go to training if you don't feel well.
- ❌ Don't share your water bottle with anyone.
- ❌ Don't share your uniform or personal items with anyone.
- ❌ Don't shower or use the change room at training.
- ❌ Don't sneeze or cough into your hands.
- ❌ Don't hug, huddle, shake hands or high-five.
- ❌ Don't spit.
- ❌ Don't touch your eyes, nose, or mouth.
- ❌ Don't be at training too early.
- ❌ Don't hang around after training is finished.

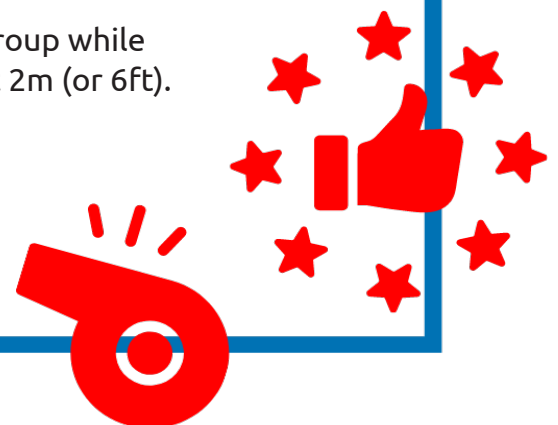


## APPENDIX C: COACH CHECKLIST



### YOUR COACH'S CHECKLIST

- ☐ Familiarize yourself and other volunteers with your venue, including any new policies or restrictions that may impact training.
- ☐ Ask athletes to arrive ready to train. Avoid socializing prior to and after training.
- ☐ Attendance protocol and tracker completed at each training session.
- ☐ Review length and scheduling of training sessions to reduce overlap. Consider lighter training sessions upon return to play.
- ☐ Maximum number of persons (including yourself) as advised by your Provincial/Territorial health authority. Limit unnecessary non-athletes.
- ☐ No contact including high fives/hand shaking, socializing or group meals.
- ☐ Use all necessary precautions when assisting with equipment, etc. Consider assigning this role to one volunteer for the entire training.
- ☐ Advise athletes to bring own water bottles and avoid grouping them together to prevent close contact during water breaks.
- ☐ Defined training areas for each training group while maintaining physical distancing of at least 2m (or 6ft).





## COACH'S CHECKLIST CONTINUED

- ☐ Assign roles to volunteers that will limit movement of participants and volunteers throughout the training.
- ☐ Use of sanitizing stations.
- ☐ Limit use of equipment. Ask participants to bring own if possible. No sharing of personal equipment for both athletes and volunteers.
- ☐ Sanitize equipment before, during, after sessions.
- ☐ Personal hygiene encouraged (e.g. wash hands prior to training, no spitting or coughing).
- ☐ Advise all participants to not attend if unwell. In the event of a known or reported illness, please refer to the Communication Protocol section of these guidelines.
- ☐ Advise all participants to launder their own uniforms after each use.
- ☐ Update EAP to align with any new policies and procedures that have been put in place at the venue. Ensure cell phones do not need to be shared.



## APPENDIX D: PROGRAM CHECKLIST



### PROGRAM CHECKLIST

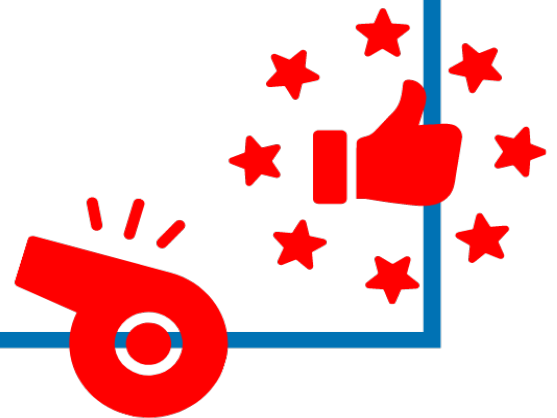
- ☐ Provincial/Territorial Government approval of the resumption of community sport.
- ☐ Declaration form and Waiver have been signed by each participant.
- ☐ Chapter has approved return to training/programming for program.
- ☐ Relaxation of public gathering restrictions to enable training to occur.
- ☐ Local government/venue owner approval to training at venue.
- ☐ Ensure venue promotes good personal hygiene in facilities (ideally with visuals/posters).
- ☐ Ensure participants are aware of any health screening measures for entry into training facilities.
- ☐ Insurance arrangements confirmed to cover training, programming and competition (if applicable).
- ☐ Emphasize principle of “Get in, train, get out” to all participants.
- ☐ Provide guidance for travel arrangements (e.g. physical distancing and use of masks on public transit, limit car pool/taxi/Uber use).





## PROGRAM CHECKLIST CONTINUED

- ☐ Advise all participants to not attend if unwell. Adopt safe hygiene protocols for all program events.
- ☐ Parent/caregivers are only in attendance when absolutely necessary. Encourage drop off/pick up of athletes.
- ☐ Parents/caregivers/spectators to observe physical distancing requirements (at least 2m or 6ft).
- ☐ Ensure attendance protocol and tracker is being completed at each session for every program.
- ☐ Sufficient program materials/supplies (i.e. PPE, and sanitizing products) are readily available for programs.
- ☐ Training (including coaches, volunteers, athletes, and other stakeholders) has taken place.





## APPENDIX E: SPECIAL OLYMPICS SPORT SPECIFIC GUIDELINES

### Phase 1

#### Virtual Programming Only

### Phase 2

#### Bocce

- Palina needs to be disinfected between each throw. Alternatively, it can be thrown by a volunteer but it must be the same person all the time for the duration of the program.
- Player's balls need to be identified so athletes always play with the same balls. No ball sharing. If balls need to be shared they must be cleaned by a volunteer between each use by a different player.
- Players only pick up their own ball. They shall do so only when instructed by a coach.
- Players stand in their designated 2m circle until they are called to play.
- Outdoor bocce only with plenty of space between courts (suggested 4m between courts).
- Only one person can do the installation of the outdoor portable bocce court. The same person that sets it up must take it down. Equipment must be wiped before and after the program.
- All equipment must be disinfected before and after the program.

#### Floor Hockey

- When possible athletes must provide their own equipment.
- When using program equipment, the name/initials of the athletes (or any other identifiers such as coloured tape) must be used to identify the equipment for the use by only one player for the duration of the activity.
- Any shared equipment must be cleaned when used by a different person (player or coach).
- Only one goalie may use the goalie equipment in a practice. It cannot be shared.
- No drills involving a challenge between two athletes in close proximity.
- No scrimmage allowed.
- Any equipment provided by the facility must be cleaned before and after the practice.
- It is strongly suggested that the goalie equipment dries for 48-72 hours before another goalie can use it. The same rule applies for program helmets, shinpads and gloves.
- Ideally, equipment (especially gloves) is disinfected in between practice with sport equipment disinfectant.

#### Snowshoeing

- Only activities that can be done in straight lines with no curves. Athletes should remain at least 2m (or 6ft) apart at all times.

- Try keeping one lane apart when training on a track (i.e. use lanes 1, 3, 5, 7).
- Use staggered starts when doing intervals/repeats.
- Athletes can get help putting on their snowshoes from someone in their own household.
- Athletes who require support when falling, can only be helped by someone in their own household including caregivers.
- In the event that an athlete should fall and the parent/caregiver is not available, one designated volunteer shall assist, while maintaining strict precautions.
- If equipment is borrowed or rented, the athlete must use the given snowshoes for the entire period of training. The snowshoes must be cleaned before and after use by a volunteer.
- Electronic devices such as a walkie-talkies and cell phones need to be cleaned before and after sharing.
- Light training and dryland training.
- Passing is not permitted.
- Relay is not permitted.
- Ensure there is a shelter with appropriate physical distancing for warm-up and/or if weather conditions worsen.

## Phase 3

### Return to Normal Activities

**NAME OF ORGANIZATION**  
the "Organization"

### **COVID-19 DECLARATION AND AGREEMENT**

This form is for any person who is a participant or volunteer of the organization, or an attendee at an event, program or activity of the organization.

By signing this form, the person named below, or the person's guardian, states all of the following to be true:

The person:

1. Does not knowingly have COVID-19.
2. Is not experiencing any known symptoms of COVID-19, such as fever, cough, shortness of breath, or feeling unwell.
3. Has not travelled internationally during the past 14 days.
4. Has not, in the past 14 days, knowingly come into contact with someone who either:
  - a. has COVID-19,
  - b. has known symptoms of COVID-19, or
  - c. is self-quarantining after returning to Canada.
5. Has been following government recommended guidelines for COVID-19, including practicing physical distancing.

Further, by signing below, the person or their guardian agrees to the following:

While attending or participating in the organization's events, programs or activities or attending the organization's facilities, the person will:

1. Follow the laws, recommended guidelines, and protocols for COVID-19 issued by the provincial/territorial government, the local municipality, and all local medical officers of health.
2. Follow the guidelines and protocols mandated by Special Olympics for COVID-19.
3. Take the following actions if they experience any symptoms of illness, such as a fever, cough, difficulty breathing, shortness of breath, or feeling unwell:
  - a. immediately tell a representative of the organization of the symptoms,
  - b. identify everyone with whom they had contact at the organization's events, programs, activities or facilities, the symptoms experienced; and
  - c. leave the event, program, activity or facility.

**FOR ANYONE WHO HAS BEEN DIAGNOSED WITH COVID-19**

**By signing below, you or your guardian state all of the following to be true:**

1. You have been diagnosed with COVID-19.
2. You have been cleared as noncontagious by provincial/territorial or local public health authorities.
3. You have given to Special Olympics (insert Chapter) written confirmation from a medical doctor of your diagnosis and clearance, along with this COVID-19 DECLARATION AND AGREEMENT.

**Please check the appropriate box and sign below.**

[ ] I am an athlete or volunteer or an attendee. I confirm that I understand and agree to the terms and conditions in this Declaration and Agreement.

Date: \_\_\_\_\_ Name \_\_\_\_\_

Signature \_\_\_\_\_

[ ] I am a parent or legal guardian of the athlete/volunteer/attendee named on this Declaration and Agreement. I confirm that I understand and have explained the terms in this form to the athlete/volunteer/attendee and agree on their behalf to the conditions stated above. I also confirm that I have legal authority to sign this document on behalf of the person. I understand that Special Olympics is relying on my statement that I have the legal authority as guardian or parent, and I agree to provide the organization with any document to confirm this authority if they request it. I also agree to indemnify and protect the organization from any harm or cost if I have signed this Declaration and Agreement without legal authority to do so.

Date: \_\_\_\_\_ Name \_\_\_\_\_

Signature \_\_\_\_\_

Name of athlete/volunteer/attendee for whom I am signing \_\_\_\_\_

## APPENDIX F: ATTENDANCE PROTOCOL AND TRACKER

### REMINDERS:

- All participants should be reminded that they **MUST** stay home, if they are sick or showing signs and symptoms of COVID-19 or have been exposed to someone who has had COVID-19. They should be encouraged to contact their healthcare provider if they are feeling unwell.
- Before the start of any Special Olympics event/practice/training/competition (during Phases 1 and 2), all participants will be asked a series of questions to assess if anyone is showing signs or symptoms of COVID-19. All participants at an event, training, or practice, must be documented in case someone in attendance is diagnosed with COVID-19 and contact tracing is needed.

### DISCLAIMER:

This Attendance Protocol and Tracker is provided by Special Olympics Canada for informational and general guidance purposes only. It is intended to assist Chapters in developing their own policies and procedures. It is the responsibility of Chapters to ensure that their policies and procedures comply with current public health guidelines as well as all provincial, territorial and municipal guidelines and legal requirements. While Special Olympics Canada has endeavoured to provide the most up-to-date guidance, this document cannot be exhaustive, nor is it meant to be taken as either medical or legal advice.

### ATTENDANCE PROTOCOL:

1. Programs should designate a location to complete the attendance protocol that maintains physical distancing (6ft/2m). Chapters should designate who will be asking the questions/taking attendance at each session. If an athlete is unable to answer the questions below themselves then they will need to have a family member/caregiver/support worker there at the beginning to help with this.
2. Coach, volunteer or designate must ask the following questions (reinforced through visuals and verbally, such as a poster/paper with icons):
  - a. Do you have COVID-19?
  - b. Are you experiencing any known symptoms of COVID-19, such as fever, cough, shortness of breath or feeling unwell?
  - c. Have you travelled internationally during the past 14 days?
  - d. Have you, in the past 14 days, knowingly come into contact with someone who has COVID-19, who has known symptoms of COVID-19, or is self-quarantining after returning to Canada?
  - e. Have you been following government recommended guidelines for COVID-19 including practicing physical distancing?

3. Coach, volunteer or designate must record all names, results and contact information and keep in case needed for contact tracing or reporting.

- a. If yes to any questions, participants MUST be isolated from the group (at minimum, kept 2m/6ft apart from others and with mask on), be sent home, and instructed to contact their healthcare provider for evaluation.
- b. Participants who are found to have COVID-19 symptoms must wait 10 days after symptoms resolve to return to activity OR must provide written proof of physician clearance to Special Olympics to return earlier.
- c. Participants who test positive for/have COVID-19 must provide written medical clearance before returning to sport and fitness activities.

Throughout the event/practice/training/competition, remind participants of infection prevention protocols (e.g. facemasks, physical distancing, hygiene, and disinfection/sanitation).

**\*\*Note:** Signed Declaration and Waiver forms need to be received from each participant prior to them participating in their first sport/program. Participants will only need to sign the waiver form once but will need to submit a signed declaration form prior to the start of each program they are in. Participants will be required to go through the SOC attendance protocol at each program, training session, event, etc. they attend.

July 2020



## SPECIAL OLYMPICS (INSERT CHAPTER) ATTENDANCE TRACKER

Name of Event/Program: \_\_\_\_\_ Date of Event/Program: \_\_\_\_\_

Location: \_\_\_\_\_

[illegible]

Signature of Individual(s) who completed attendance protocol and tracker

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**\*\*Note:** Signed Declaration and Waiver forms need to be received from each participant prior to them participating in their first sport/program.

Participants will only need to sign the waiver form once but will need to submit a signed declaration form prior to the start of each program they are in. Participants will be required to go through the SOC attendance protocol at each program, training session, event, etc. they attend.

July 2020