



SPECIAL OLYMPICS PENNSYLVANIA

Return to Activities
Updated: 12/16/21

NORTHAMPTON
COUNTY

SPECIAL
OLYMPICS
PENNSYLVANIA

**Special
Olympics**
Pennsylvania



Special Olympics Pennsylvania Return to Activities Plan

Special Olympics Pennsylvania (SOPA), has developed the following Return to Activities plan in response to COVID-19 which prioritizes the health and safety of everyone involved.

The plan aligns with guidance set forth by the State of Pennsylvania, the Centers for Disease Control and Prevention (CDC), and Special Olympics International (SOI).

Throughout this document “participants” are defined as all Athletes, Unified Partners, Coaches, Officials, Volunteers, HODs, SO Staff, and families/caregivers if they will not exclusively be in spectator-only spaces.

GUIDING PRINCIPLES

- The health and safety of all members of the Special Olympics movement is paramount.
- 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.
- Relevant State of Pennsylvania, Centers for Disease Control and Prevention (CDC), and Special Olympics International (SOI) guidelines 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.
- 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.
- Guidance is dependent on local transmission rates, vaccination rates as well as testing/monitoring/contact tracing/health system capacity.

SUMMARY

- All SOPA Local Programs inclusive of sport training, competition, meetings, social gatherings and Young Athletes are required to follow all of the guidance and requirements in the SOPA Return to Activities plan.
- As per the State of Pennsylvania and SOI's requirements, SOPA must designate a COVID-19 Coordinator to keep current with phases and all compliance requirements, coordinate response, and monitor for COVID-19.
- Each site must have a designated COVID-19 Coordinator. This individual will receive training resources from SOPA.
- Special Olympics Pennsylvania is monitoring COVID-19 new cases daily per 100,000 people through the Pennsylvania Department of Health. The state of Pennsylvania must maintain a "low" COVID-19 community transmission rate of less than 10 new cases daily per 100,000 people or "moderate" COVID-19 community transmission rate of 11 to 15 new cases daily per 100,000 people. If a county in the state of Pennsylvania reverts to a "significant" COVID-19 community transmission rate of more than 15 new daily cases per 100,000 people, the percentage of fully vaccinated participants will be evaluated. **If less than 80% of participants are fully vaccinated, the site must comply with the "significant" mitigation protocols. If more than 80% of participants are vaccinated the site may operate under the "moderate" mitigation protocols.**
 - The SOPA Field Director will email Local Program Managers and COVID-19 Coordinators on a weekly basis with the COVID-19 community transmission rates (low, moderate or significant) of each county as well as an abbreviated version of the Return to Activities plan which includes the mitigation protocols.
 - The COVID-19 Coordinator is expected to implement the required mitigation protocols weekly depending on the COVID-19 community transmission rate (low, moderate or significant).

LOW COVID-19 COMMUNITY TRANSMISSION RATE:
< 10 new cases daily per 100,000 people
MODERATE COVID-19 COMMUNITY TRANSMISSION RATE:
11-15 new cases daily per 100,000 people

<u>Protocols</u>	<u>Mitigation</u>
Event Size and Venue Type	Size and venue allowable per State of Pennsylvania and local authority regulations.
Type of sport/activity	<p>All SOPA Local Programs can return to sport training, competition, meetings, and social gatherings in accordance with the State of Pennsylvania and local authority regulations.</p> <p>All SOPA Local Programs inclusive of sport training, competition, meetings and social gatherings are required to follow all of the guidance and requirements in the SOPA Return to Activities plan.</p>
COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER	Every participant (Athletes, Unified partners, Coaches, Officials, Volunteers, HODs, SO Staff, and families/caregivers if they will not exclusively be in spectator only spaces) is required to complete the COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER prior to the start of the in-person activity (see pages 9 and 10 for further clarification).
COVID-19 Coordinator	<ul style="list-style-type: none"> > The site must designate a primary point of contact for all questions related to COVID-19, and all participants must be provided the person’s contact information. > The COVID-19 Coordinator must submit the Site Registration Form. > The COVID-19 Coordinator must communicate potential cases to the local health authorities for testing and to SOPA (within privacy laws). > The COVID-19 Coordinator must conduct the screening protocol and complete the Screening and Tracking Report Form for all participants.
Site Registration Form	<ul style="list-style-type: none"> > The COVID-19 Coordinator must submit the Site Registration Form, which is found on the SOPA website. > The purpose of this form is to register a Local Program in-person activity. > This form must be completed and submitted by the COVID-19 Coordinator prior to the start of the activity.
Onsite Screening	<ul style="list-style-type: none"> > The COVID-19 Coordinator must screen and monitor all participants for symptoms immediately prior to each activity. During multi-day event participants must be screened each day prior to engaging with other individuals. > Signage on preventive measures (handwashing, social distancing and masking) and education on symptoms and reminder to stay home if sick or any symptoms.
Positive COVID-19 test or previous COVID-19 disease	<ul style="list-style-type: none"> > No participation within 10 days of their last COVID-19 positive test and 7 days of any symptoms. > Participants who test positive for/have COVID-19 must provide written medical clearance before returning to activity.

Masking	Masks are required for ALL participants except when actively engaged in sports training and competition.
Social Distancing	Take active measures to ensure social distancing as much as possible when not actively engaged in sports training and competition, especially in indoor spaces.
Travel and Transportation	Travel permitted with precautions as outlined on pages 11 and 12 of the Return to Activities plan.
Competition Events	<p>Single day Events: Participants are not required to be vaccinated, unless required by venue.</p> <p>Overnight Events: All delegation members, technical delegates (sport directors, etc), and any additional individual housed by SOPA are required to be vaccinated.</p> <p>SOPA Housing policy will be followed.</p>
Non-Competition Events	<p>Single day Events: Participants are not required to be vaccinated, unless required by venue.</p> <p>Overnight Events: Unvaccinated participants from different households may not room together. If one individual is unvaccinated max of two per room.</p>
Vaccination	<p>> Participants are considered fully vaccinated when:</p> <ul style="list-style-type: none"> >2 weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or >2 weeks after a single-dose vaccine, such as Johnson & Johnson’s Janssen vaccine <p>> If an event requires participants to be vaccinated, proof of vaccination is required to be submitted to your local program (athletes, Unified Partners, delegation members) or SOPA (one-day volunteers).</p>
Sanitization	Follow sanitization protocol for all communal shared areas (e.g., bathrooms, meal areas) and frequently touched surfaces and shared equipment between uses.
Spectators	<p>> Permitted per State of Pennsylvania and local authority regulations.</p> <p>> Separation from participants as much as possible and not permitted in athlete areas.</p>
Meals	<p>> No self-serve buffet meals.</p> <p>> Stagger mealtimes and cohort groups as much as possible, especially when indoors.</p> <p>> Participants bring their own water bottles.</p>
Non-Sport Gatherings (during Competitions)	Follow size restrictions, venue options and risk mitigation guidance per above.
Ceremonies	<p>> Follow size restrictions, venue options & risk mitigation guidance per above.</p> <p>> For award ceremonies, strongly recommend outdoors.</p>

Young Athletes	<ul style="list-style-type: none"> > Children, coaches and volunteers must wear masks during Young Athletes activities. > Social distancing and outdoor activities are highly encouraged. > See Appendix for more guidance on Young Athletes.
School-Based Activities	<p>School-based activities led by schools are considered separate from this framework and should comply with guidance from schools/districts.</p>
Fundraising Events	<ul style="list-style-type: none"> > Fundraising events are considered separate from this framework. > Activities must follow local guidelines around group gatherings. > See Appendix for more guidance on Fundraising Activities.

**SIGNIFICANT COVID-19 COMMUNITY TRANSMISSION RATE:
>15 new cases daily per 100,000 people AND <80% of participants are fully vaccinated**

<u>Protocols</u>	<u>Mitigation</u>
Event Size and Venue Type	<p>Entirely Outdoors (except restrooms): Size and venue allowable per State of Pennsylvania and local authority regulations.</p> <p>Indoors or Mixed Indoors/Outdoors: ≤50 participants</p> <p>NOTE: Mixed venue=Events that still have indoor components (e.g., meals) even if primary activity is outdoors.</p>
Type of sport/activity	<ul style="list-style-type: none"> > Individual sports and indirect contact sports only for competition play. > No competitive play for contact sports – drills only. > For non-sport (meetings and social gatherings): Social distancing and no direct contact.
COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER	<p>Every participant (Athletes, Unified partners, Coaches, Officials, Volunteers, HODs, SO Staff, and families/caregivers if they will not exclusively be in spectator only spaces) is required to complete the COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER prior to the start of each in-person activity (see pages 9 and 10 for further clarification).</p>
COVID-19 Coordinator	<ul style="list-style-type: none"> > The site must designate a primary point of contact for all questions related to COVID-19, and all participants must be provided the person’s contact information. > The COVID-19 Coordinator must submit the Site Registration Form. > The COVID-19 Coordinator must communicate potential cases to the local health authorities for testing and to SOPA (within privacy laws). > The COVID-19 Coordinator must conduct the screening protocol and complete the Screening and Tracking Report Form for all participants.
Site Registration Form	<ul style="list-style-type: none"> > The COVID-19 Coordinator must submit the Site Registration Form, which is found on the SOPA website. > The purpose of this form is to register a Local Program in-person activity. > This form must be completed and submitted by the COVID-19 Coordinator prior to the start of the activity.
Onsite Screening	<p>The COVID-19 Coordinator must screen and monitor all participants for symptoms immediately prior to each activity. During multi-day event participants must be screened each day prior to engaging with other individuals.</p>
Positive COVID-19 test or previous COVID-19 disease	<ul style="list-style-type: none"> > No participation within 10 days of their last COVID-19 positive test and 7 days of any symptoms. > Participants who test positive for/have COVID-19 must provide written medical clearance before returning to activity.
Masking	<p>Masks required at all times for ALL participants, except when actively engaged in sports training and competition.</p>

Social Distancing	Social distancing required at all times.
Travel and Transportation	<ul style="list-style-type: none"> > Not permitted outside of the Local Program. > See page 11 and 12 of the Return to Activities plan for the Transportation guidance.
Accommodations	Overnight events with accommodations are not permitted.
Vaccination	<p>>Participants are considered fully vaccinated when:</p> <ul style="list-style-type: none"> >2 weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or >2 weeks after a single-dose vaccine, such as Johnson & Johnson’s Janssen vaccine <p>> If an event requires participants to be vaccinated, proof of vaccination is required to be submitted to your local program (athletes, Unified Partners, delegation members) or SOPA (one-day volunteers).</p>
Sanitization	Follow sanitization protocol for all communal shared areas (e.g., bathrooms, meal areas) and frequently touched surfaces and shared equipment between uses.
Spectators	Not permitted.
Meals	<ul style="list-style-type: none"> > Participants bring their own meals and water bottles and/or pick-up only. > Stagger mealtimes and cohort groups.
Non-Sport Gatherings (during Competitions)	<ul style="list-style-type: none"> > Limit additional non-sport gatherings (e.g. Olympic village) occurring during competitions. > No large social gatherings (e.g., Victory Dance) occurring during competitions. > If held, follow size restrictions, venue options and risk mitigation guidance per above.
Ceremonies	<ul style="list-style-type: none"> > No in-person opening/closing ceremonies. > For award ceremonies, maintain size limits, masking, sanitization, and social distancing requirements outlined above. Find alternatives to placing medals around the athletes’ necks to maintain social distancing.
Young Athletes	<ul style="list-style-type: none"> > Children, coaches and volunteers must wear masks during Young Athletes activities. > Social distancing and outdoor activities are highly encouraged. > See Appendix for more guidance on Young Athletes.
School-Based Activities	School-based activities led by schools are considered separate from this framework and should comply with guidance from schools/districts.
Fundraising Events	<ul style="list-style-type: none"> > Fundraising events are considered separate from this framework. > Activities must follow local guidelines around group gatherings. > See Appendix for more guidance on Fundraising Events.

REQUIREMENTS FOR ALL COVID-19 COMMUNITY TRANSMISSION RATES (LOW, MODERATE OR SIGNIFICANT)

To conduct in-person activities SOPA Local Programs **must adhere to the following:**

- The site must designate a primary point of contact for all questions related to COVID-19. This individual will receive training resources from SOPA. All participants must be provided the individual's contact information. The COVID-19 Coordinator must communicate potential cases to the local health authorities for testing and to SOPA (within privacy laws).
- SOPA will no longer offer medical extensions for training or competition. All athletes/Unified Partners must have a current medical in order to participate.
- **COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER:** The [COMMUNICABLE DISEASES PARTICIPANT \(ATHLETE AND VOLUNTEER\) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER](#) which provides information and guidance on assessing risk and acknowledges that participation could increase risk of contracting or spreading COVID-19.
 - One **COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER** submission is required per sport per season.
 - Participants do not need to do a new **COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER** for every event if it is the same sport.
 - Example: If participant trains in LDR and completed the **COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER** in the fall, they do not need to complete a new the **COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER** for an invitational, sectional or for Fall Fest.
 - **COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER** submission is required for EACH sport.
 - Example: If participant trains in LDR and completed the **COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER** in the fall, and also bocce in the fall, they do need to complete a new the **COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER**.

- **Process for tracking a COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER for a Multi-Program Event:**
 - Step 1: The COVID-19 Coordinator must submit the [Site Registration Form](#) and gain approval.
 - Step 2: 2 weeks prior to the event, Event Lead should contact Gina Reid (greid@specialolympicspa.org) and let her know which counties are attending the event.
 - Step 3: The SOPA Field Director will populate the Screening and Tracking Report Form with the names of the athletes from attending programs that participate in that sport.
 - Step 4: Event Lead will review the Screening and Tracking Report Form and compare it to event registration.
 - Step 5: If participants are missing, Event Lead will provide missing names to Gina Reid (greid@specialolympicspa.org).
 - Step 6: The SOPA Field Director will follow up with Local Program to request COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER for missing participants.
 - **NOTE:**
 - All participants must have a **COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER**. If NOT submitted, they may not participate.
 - Class B volunteers must complete the **COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER** in order to volunteer.
 - **COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER** should be completed electronically.
 - **COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER** can be completed day of, but should be completed in advance whenever possible.
- **Screening Protocol and Screening and Tracking Report Form:** The COVID-19 Coordinator must screen and monitor all participants for symptoms. Prior to entering an activity, practice, event, or gathering, the COVID-19 Coordinator:
 - Must set-up a space for screening that maintains physical distance (6ft/2m) during screening.
 - Must ask the following questions (reinforced through visuals and verbally, such as a paper with icons):
 - In the last 14 days, have you had contact with someone who has been sick with COVID-19?

- If yes, individual should be instructed to self-quarantine per local regulations.
 - Have you had a fever in the last week (temperature of 100.4°F/37.8°C or higher)?
 - Do you have a cough and/or difficulty breathing?
 - Do you have any other signs or symptoms of COVID-19 (fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea)?
 - Have you been vaccinated for COVID-19?
 - If you have been vaccinated for COVID-19, which type of vaccine did you receive (Pfizer, Moderna OR Johnson & Johnson) AND which dose number have you received (1 OR 2)?
- Must record all names, results and contact information and keep in case needed for contact tracing or reporting.
 - If yes to any symptom 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.
 - Participants who are found to have COVID-19 must wait 7 days after symptoms resolve to return to activity OR must provide written proof of physician clearance to Special Olympics Pennsylvania to return earlier.
 - Participants who test positive for/have COVID-19 must provide written medical clearance before returning to in-person activities.
- If a participant has tested positive and/or has been diagnosed with COVID-19, the participant must provide written proof of clearance from their healthcare professional prior to returning to in-person activities.
- If a participant has been exposed, tested positive and/or been diagnosed with COVID-19 while actively participating in current in-person activities, in an abundance of caution, the site must shut down for at least 14 days to self-quarantine. The site COVID-19 Coordinator must follow these steps:
- If there is a positive COVID diagnosis notify SOPA's Eastern/Western or Central COVID-19 Coordinator by phone immediately.
 - For East/GLVPR programs: Jim Binz at 833-251-1130
 - For Central/The Wilds and Capital Area programs: Kristen Lenig at 844-321-6212

- For Western programs: Jim Binz at 833-251-1130
- Notify the Program Manager/Team Leader by phone immediately after notifying SOPA's Eastern/Western or Central COVID-19 Coordinator.

Transportation:

- **Public transportation**

- When using public transportation, a rideshare service, taxis, or commercial air or train/rail for transportation, all individuals (or via their caregivers/families) should be educated about and willing to abide by any safety/masking requirements in place by the transportation operator.
- Individuals should also be aware of the potential consequences of not following the operator's required practices.
- Hand hygiene/sanitization should be followed.
- Strongly recommend wearing a mask.

- **Personal transportation**

- When securing personal transportation, SOPA recommends the following:
 - When traveling with family, caregivers, or individuals with whom the participant lives, masks are not required.
 - When carpooling with someone outside of the household, masks and social distancing are recommended.
 - Social distancing can be accomplished by limiting 4 per car maximum and 6 per vehicle maximum provided there are three rows of seats.
- Encouraged as much as possible for local/regional events.
- Hand hygiene/sanitization should be followed.

- **Special Olympics provided transportation** (as recommended by SOI):

- When traveling to SOPA sponsored activities in a carpool:
 - Masks are required for everyone (except when eating/drinking)
 - Social distancing:
 - If all riders are vaccinated not required in the carpool
 - If not all vaccinated, can be accomplished by limiting 4 per car maximum and 6 per vehicle maximum provided there are three rows of seats.
- When traveling to SOPA sponsored activities in busses or vans:
 - Masks are required for everyone (except when eating/drinking)
 - Social distancing:

- If all riders are vaccinated not required in busses or vans
- If not all vaccinated requires no side by side seating:
 - Van - an empty seat between each participant
 - School bus - one person per seat
 - Coach bus - one person per 2 seats
- This will limit capacity and may require more vehicles than usual.

- **Policies for all transportation:**
 - Every vehicle must have a designated individual to monitor for compliance at all times.
 - Onsite screening of all participants must occur prior to boarding busses or vans.
 - No shared food, use only individually packaged items. Masks must be placed over the nose and mouth whenever not actively eating or drinking.
 - Hand hygiene/sanitization should be followed.
 - Local Programs should thoroughly understand what COVID-19 safety protocols the bus company or third-party transportation vendor they are going to contract with is implementing. For example: Are all drivers fully vaccinated and/or regularly tested (and how often, if so)? What are they doing to restrict/control entry onto the bus by others who aren't cleared personnel or approved SOPA participants? What are their vehicle cleaning regimens? Will they/the driver play any role in enforcing COVID-19 safety requirements or would the Local Program be expected to do that?

- **School-provided transportation:**
 - If a school is using its buses/vehicles to transport school-based athletes to a school or school district event, then the athletes and teachers would be subject to the school or school district's protocols and liability. If a school is using its buses/vehicles to transport school-based athletes to a sanctioned SOPA sponsored event, the Local Program must be aware of the school's protocols and complement with guidance above for third party transportation providers.
- First aid should absolutely be provided by coaches, volunteers, or staff if required during an activity, even if physical distancing is not feasible during the aid. If it is a medical emergency, call the local emergency medical services or 911. If it is a non-medical emergency, but basic first aid is needed, individuals providing care should follow proper hand hygiene and wash hands with soap and water or hand sanitizer and put on a surgical facemask and disposable gloves prior to administering first aid. If the athlete is breathing and conscious, they should also be wearing a face covering. Administer the first aid and then properly dispose of all supplies and gloves. After care is provided, ensure individuals follow proper hand hygiene and wash their hands with soap and water or hand sanitizer. All activities should have a basic first aid kit on site which

should also include a surgical facemask, disposable gloves, and hand sanitizer/disinfectant. A face shield or protective eye wear may also be useful.

- SOPA Field Directors will serve as the primary points of contact for Local Programs and answer questions related to the process.

APPROVAL PROCESS

- The COVID-19 Coordinator must submit the [Site Registration Form](#), which is found on the SOPA website. The purpose of this form is to register a Local Program in-person activity. This form must be completed and submitted by the COVID-19 Coordinator **prior** to the start of the activity.
- SOPA will respond to registration requests within 48 hours (excluding weekends). The COVID-19 Coordinator must receive approval from SOPA prior to the start of the activity.
 - The SOPA Field Director will email the Program Manager to endorse the site and COVID-19 Coordinator.
 - After receiving Program Manager endorsement, the SOPA Field Director will email COVID-19 Coordinator and Program Manager with the final site decision.
- Every participant (Athletes, Unified Partners, Coaches, Officials, Volunteers, HODs, SO Staff, and families/caregivers if they will not exclusively be in spectator only spaces) is required to complete the [COMMUNICABLE DISEASES PARTICIPANT \(ATHLETE AND VOLUNTEER\) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER](#) prior to the start of the in-person activity.
 - The **COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER** must be electronically signed and submitted via Google Forms.
 - If a participant does not have access to submit electronically or ability to send a photo of the completed form to the site COVID-19 Coordinator, participant must schedule a call with the site COVID-19 Coordinator at least 24 hours prior to the first in-person activity to verbally provide their answers to the site COVID-19 Coordinator.
 - Site COVID-19 Coordinator will enter form electronically based on information provided by participant.
 - Participant must bring a completed paper form to the first in-person activity and provide to the site

COVID-19 Coordinator upon arrival at first practice.

- COVID-19 Coordinator can confirm who has submitted forms by checking their **Screening and Tracking Report Form**. Participant names will be populated as they submit forms.
 - The COVID-19 Coordinator is responsible for ensuring that forms have been submitted to SOPA for all participants.
- The COVID-19 Coordinator is responsible for completing the **Screening and Tracking Report Form** at each site.
 - The **Screening and Tracking Report Form** will be an electronic form in Google Sheets and will be specific to each site.
 - The link to the electronic **Screening and Tracking Report Form** will be shared with the COVID-19 Coordinator before the start of the activity.
 - Programs will have the option of a paper version for tracking onsite if they do not have digital access to the electronic version.
 - If the COVID-19 Coordinator completes a paper version, they **MUST** transfer that data to the electronic form **within 48 hours** of the end of the activity.

APPENDIX

1. COVID-19 Coordinator Responsibilities
2. Fact Sheet on Who is at Higher Risk from COVID-19
3. COMMUNICABLE DISEASES PARTICIPANT (ATHLETE AND VOLUNTEER) RISK ASSESSMENT, CODE OF CONDUCT, AND WAIVER
4. Screening and Tracking Report Form
5. Signage and Educational Posters on Precautions & COVID-19 Symptoms
6. Fundraising Activities
7. Young Athletes