



## Covid-19 Policy

DRAFT- last revised June 14, 2020

The purpose of this document is to outline how the National Capital Track and Field Club (NCTFC) and its members are working to create the safest possible group training environment amidst the Covid-19 Pandemic

### **Health and Safety Committee**

The NCTFC Safety Committee will guide and monitor the safe, measured return of NCTFC athletes to training for the summer training season using the Terry Fox Athletic facilities under the supervision of NCTFC coaches

The Health and Safety Committee is comprised of the following Board Members

Tony Crewe

Kim Crewe

Andrew Pagé

Reba Timbrell (onsite Health and Safety Officer, referred to as HSO throughout this document)

The Health and Safety committee will be working to create and carry out policy related to the Covid-19 pandemic and circulating up-to-date information to members as it pertains to Return to Sport.

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### **Protocols**

#### **Screening Protocol-**

- All club members, including athletes and coaches, will be responsible for submitting a completed health screen questionnaire before EACH training session they will be attending
- Screens must be current at the time of submission, and therefore will only be accepted same day
- HSO may ask clarifying questions and will have final say on whether the athlete may attend training that day
- Any athlete that has not submitted a screen prior to training will not be permitted to attend group training that day

### **Cleaning Protocol**

- Equipment will be assigned to individual athletes for the duration of each daily training session. Coaches will clean equipment between sessions

### **'Failure to Comply' Protocol**

- We will be employing a '3-strike rule' for athletes who fail to comply with any protocol, including screening, hand hygiene, proper physical distancing and any other behaviours that may put other members at risk
  - 1st strike: verbal warning and appropriate education
  - 2nd strike: athlete will be asked to leave training early
  - 3rd strike: athlete will be suspended from training

### **Additional Precautions for Administering First Aid**

- The HSO will ensure that PPE requirements of mask, gloves and eye protection are available in case of emergency
- Athletes will ensure that emergency contact and emergency medical information is up to date
- As per regular protocols, coaches will have access to emergency information

### **Reporting Protocol**

The NCTFC will support any athlete failing the screen or having a positive test in the following manner:

In the case of a failed screen (i.e. any symptoms, travel outside the region, exposure to the virus)

- Will provide guidance to member as to what their next steps should be based on Ottawa Public Health guidelines
  - Recommend testing to confirm/refute presence of infection
- Ask athlete not to return to practice until they have either had a
  - Negative test
  - 24hrs without any symptoms, or according to the guidance of professionals at the testing centre

In the case of a positive case or case under investigation (for example: showing signs/symptoms) among group members

- confirm with the athlete that they have sought appropriate testing and medical attention
- Contact Ottawa Public Health for guidance
- provide any resources/contact information the member may need (i.e. assessment centre)
- inform any athlete/member who may have been in contact with the positive case in the last 14 days and give further instructions for next steps (i.e. testing, self-isolation, monitoring symptoms)
- Protect personal information to the extent possible while adhering to reporting requirements

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### **Athlete Agreement**

Athletes who wish to participate in group training will be expected to:

- Complete the online AO attestation and waiver before returning to group training
- Adhere to all protocols and requirements made by the Terry Fox Athletic Facility
- Respect training times and group assignments by:
  - Only showing up for your assigned training time
  - Being on time and ready to train
  - Leaving practice in a timely manner
- Arrive to practice with any and all gear they will need (i.e. mat, watch, waterbottle, towel, clothing and shoes) and not share gear with other athletes
- Complete day-of health screening before every training session
  - Answer all screening questions honestly including disclosure any new symptoms or positive test, any direct contact with another person who is symptomatic or tests positive
  - Asking questions about any screening responses that they are unsure of
- Communicate regularly with coaches about wellbeing, any questions or concerns they may have

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## **Club Agreement**

The NCTFC agrees to:

- Abide by any guidelines set forth by Athletics Ontario and Athletics Canada in relation to training during the Covid-19 pandemic
- Work with the Terry Fox Athletic Facility staff to ensure a safe training environment
- Complete a thorough risk assessment prior to beginning training, and re-assess on a daily basis at every training session to make sure there are no new risks or changed circumstances
  - daily risk assessments will include:
    - monitoring equipment cleaning processes
    - ensuring that groups are adhering to distancing guidelines
    - ensuring that participating members are practicing appropriate hygiene (i.e. regular hand washing)
    - monitoring athlete physical distancing during training sessions
    - ensuring that all athletes and coaches attending practice have passed screening before arriving at the facility
- Maintain an attendance log for reference should contact tracing be necessary
- In the case of a positive case or case under investigation
  - adhere to the club's reporting protocol
  - maintain the privacy of all parties involved
  - make decisions under the guidance of Ottawa Public Health
- Maintain athlete privacy in relation to screening results and any questions/concerns any athlete or parent member may have
- Regularly communicate via email and messenger with club members any changes to guidelines, protocols or public health guidance that effects club operation or training protocols
- Maintain open channels for athletes and parent members to safely ask questions surrounding training during the Covid-19 pandemic
- Provide appropriate support to any athlete who is not comfortable with resuming group training, but would like to continue to train in isolation, dependent on their ability to safely train without direct coach supervision