

# OUTDOOR RECREATION: INDIVIDUAL SPORTS CHECKLIST

## SAFE RETURN TO BUSINESS



WINDSOR-ESSEX REGIONAL  
Chamber of Commerce

For more detailed recommendations and links to additional helpful resources, please review the **“Safe Return to Business: A Public Health Toolkit for the Windsor-Essex Business Community”** document from the Windsor-Essex County Health Unit. *This checklist is meant to be a guide for businesses and should not take place of any legal advice or rules put in place by any governing body or legislation.*

Stay updated on the latest federal actions, current provincial restrictions, and local orders by visiting WECHU’s **Restrictions & Guidance webpage** and visit WECHU’s **Workplace Specific Webpage** to find other Safe Return to Business Checklists, including recreational sports, providing specific guidance to minimize the spread of COVID-19.

*\*\*This document is subject to change and is current as of September 30, 2020*

### COMMUNICATION TO INDIVIDUAL SPORTS PARTICIPANTS

- Inform players/competitors, parents/guardians, coaches, staff and volunteers, about your restart timeline and changes to how the outdoor recreational facility will organize individual sporting activities. Use as many methods of communication as possible, such as subscribed email lists, direct customer phone calls for urgent matters, social media, and your website.
- Encourage players/competitors, parents/guardians, coaches, staff and volunteers to download the **COVID-19 Alert App** so that they may receive notifications if they were in close contact with someone who was tested positive for COVID-19.
- Post signage and display **posters** at entrances and throughout the facility that clearly communicate the required procedures for physical distancing while engaging in sporting activities. Signage should also communicate other procedures such as **hand hygiene, respiratory (cough and sneeze) etiquette**, wearing of face coverings, and/or screening for COVID-19 symptoms.
- Displaying **“Stand Here”** and **“Do Not Enter...If You Are Sick”** signage can serve as important components of a broader communication strategy to minimize the risk of COVID-19 spread between employees, staff, and customers. The two signs noted above (i.e., floor sticker and window cling) are available in English in limited supply by completing the **“Business Reopening Signage Order Form.”**
- Use directional markings such as instructional tape/stickers to direct the movement of players, parents/guardians, coaches, volunteers, and facility staff from the parking lot to the designated recreational areas. Examples of signage can be found in Appendix B in the **Toolkit** or the **Resources & Downloadable Signs** section of the WECHU website.

- Ensure players/competitors, parents/guardians, coaches, and volunteers, are aware of common **COVID-19 symptoms** and instruct them to complete a daily **COVID-19 self-assessment** before participating in sporting activities at your facility. It should be made clear that anyone who is sick must remain at home for the safety of others.
- Provide training to facility staff, players/competitors, parents/guardians, coaches, and volunteers, on effective **hand hygiene practices** and if required, the **proper way to don and doff PPE** such as masks, face shields, gowns, and gloves.

## POLICIES AND PROCEDURES

- Create policies and procedures that outline the roles and responsibilities of the employer, employees, sports leagues, clubs, and teams including, **cleaning and disinfection of the facility and sports equipment**, how to report signs of illness, how to handle potentially high levels of absenteeism, return to work or play after COVID-19 illness, and how work, practices, and competition will be scheduled.
- Create a response plan to handle a player/competitor, coach, volunteer, parent/guardian or facility staff who becomes ill while at your outdoor recreational facility.
- Decide which staff will be returning to work and what job function they will be assigned. Consider staggered staff return dates and times to minimize large groups arriving at once.
- Decide which facility staff along with coaches, and volunteers, will be returning and what roles and responsibilities they will be assigned. Consider staggering the time and return dates for players/competitors to minimize large group gatherings using the facility at the same time.
- For informal pick-up games, a physical distance of at least two metres or six feet from any other person must be practiced, unless participants are part of the same **social circle**. Participation in individual contact sports are suspended until further notice.

## HEALTH AND SAFETY CONSIDERATIONS

- Order an adequate supply of **approved** disinfecting solution or wipes, and an alcohol-based hand rub (hand sanitizer) with a minimum of 60% alcohol content, liquid hand soap, and paper towels. These should be easily accessible to players/competitors, coaches, and volunteers utilizing your facility.
- If a building associated with an outdoor recreational facility has been shut down for an extended period of time, it is important to perform a general building inspection that includes:
  - Security system checks.
  - First aid supply checks.
  - Ensuring all tools and equipment are in good working order.
  - Discarding any expired or spoiled inventory.
  - Checking for evidence of pest/rodent infestation such as droppings.

- Checking the HVAC system to ensure it is in good working order and replace filters if necessary.
- Flushing all drinking water taps for at least 5 minutes.
- Performing a deep cleaning and disinfection throughout the business.
- Complete any needed modifications in areas where there will be potential interaction between facility staff, players/competitors, parents/guardians, coaches, or volunteers, utilizing your facility, to minimize the risk of COVID-19 spread by:
  - Installing Plexiglas protection panels/shields or other barriers at the registration desk and/or between workers who must work in close proximity to each other.
  - Replacing fabric/plush furniture with hard surfaces that can be easily cleaned and disinfected and ensuring that seating is spaced by at least 2 metres or 6 feet.
  - Considering the use of parking lot traffic flow controls, physical distancing markers, and directional signs to guide players/competitors, coaches and facility staff from the parking lot into the designate areas of the outdoor recreational facility.
  - Providing additional lined garbage bins for safe disposal of used PPE, tissues, and paper towels.
- Choose your information sources wisely. Check with your respective sporting association/governing body and the [WECHU website](#) regularly for updates and helpful resources. Monitor news from your municipality and the Government of Ontario for the latest credible updates.
- If required, order [supplies](#) such as face coverings (e.g., disposable or reusable cloth masks) and provide to players/competitors, coaches, volunteers, and facility staff. The use of medical masks should be avoided unless otherwise indicated. Print and display posters displaying instructions on [proper usage](#).

## OTHER REQUIREMENTS AND RECOMMENDATIONS

- Practices, training, and formal competitions must follow the most current guidance for the number of attendees, including players, coaches, volunteers, and facility staff as per the direction from the Government of Ontario, local municipality, and the Windsor-Essex County Health Unit.
- The total number of spectators permitted to be at the facility at any one time must be limited to the number that can maintain a physical distance of at least two metres from every other person in the facility, and in any event cannot exceed:
  - 50 spectators, if the spectators will be indoors, or
  - 100 spectators, if the spectators will be outdoors.
- Individual sporting activities are permitted only if physical distancing of at least 2 metres between players/competitors, coaches, volunteers and facility staff can be maintained.

- Consider using online registration forms to register players for sporting programs to reduce potential gatherings at club or league office. The use of paper registration forms should be avoided wherever possible.
- Sports clubs and leagues should keep a daily attendance tracker for all their practices and training sessions and games. This tracker should include the names and contact information for all players, coaches, and necessary staff in attendance. This will need to be produced if requested by the Health Unit for contact tracing purposes.
- Locker rooms, change rooms, showers, and clubhouses may reopen, provided they are cleaned and disinfected between each game or practice. The number of people in these areas must be limited to ensure a physical distance of at least 2 metres between each person.
- If portable restrooms/washrooms are used, they must include hand washing stations with adequate running water, liquid or foaming soap, and paper towels. Foot activated water dispensers are preferred to minimize frequent touching of taps. Hand sanitizer with a minimum of 60% alcohol content may also be provided.
- Athletes, parents/guardians, coaches, volunteers, facility staffs, officials, or spectators, must NOT drink directly from any water fountain. Instead, bring a water bottle for refills. Water bottles must not be shared under any circumstance.
- Players/competitors, coaches, and officials, should be advised to arrive dressed in the appropriate attire, and ready to join the practice, training session, or game without the need to access change rooms, unless necessary.
- Ensure that all players/competitors and coaches have vacated the facility before the next sport participants involved in the next practice, training session, game, or competition arrives, in order to minimize contact between individuals.
- Participants should remain in their motor vehicles until it is safe to enter the facility (i.e., when the previous individual has vacated the premise and it has been thoroughly cleaned and disinfected). There should also be designated waiting areas for those who did not arrive by a personal motor vehicle (e.g., public transit).
- Ensure there is adequate time between each individual training, practice, game, or competition to allow for proper cleaning and disinfection of the objects, equipment, and surfaces in the shared space following sporting activities.
- Clean and disinfect frequently touched objects and surfaces (e.g., door handles, fence, gate, latches), maintenance equipment, and shared sports equipment (e.g., balls, nets, bat racks, helmet racks). Employees, coaches or volunteers should wipe down and sanitize all field and personal equipment using **approved** disinfecting solution or wipes, swabs or towels, before and immediately after each practice or game.
- Personal equipment should be thoroughly cleaned and disinfected at the facility before bringing them home. Players, and coaches, should be instructed to wash their clothing separately from the other household items.

- Consider having only one parent/guardian accompany their child to the recreational facility for each training, practices, games, or competition, and do not carpool unless with members from the same household.
- Communicate to players, parents/guardians, coaches, and volunteers, that spitting of any kind (e.g., saliva, water, sunflower seeds, tobacco) is strongly discouraged on the premises.
- Activities that require the use of equipment or fixed structures at the facility that cannot be properly cleaned and disinfected between each use should be suspended.
- Avoid pre- or post-game rituals such as handshakes or high-fiving before, during, or after practice, training, or competition. Huddles and group celebrations are also not allowed.
- Encourage the use of headbands, wristbands, and towels for wiping sweat from the face to help reduce the amount of times players touch their face.
- Individuals who are participating in practices, training sessions, or games should use their own equipment and not share at this time (e.g., tennis rackets, pickle ball paddles, and balls).
- Individuals with underlying medical conditions, older adults over the age of 70, and others at high risk of complications from COVID-19 should be discouraged from participating in any sporting activities where the necessary precautions are not implemented. Municipalities or sport clubs may consider offering different times for these individuals to practice or train at the outdoor recreational facility in order to minimize their risk of exposure to COVID-19.

## RECOMMENDATIONS BY SPORT

The restart of individual non-contact sports, leagues, competitions or for recreation must follow the Government of Ontario's guidelines, restrictions, and criteria indicated in '[A Framework to Reopening our Province](#)' to determine the extent in which they are allowed to restart operations. Local municipalities and the Windsor-Essex County Health Unit may also have additional requirements to minimize the risk of COVID-19 spread between those participating in individual sports for competition or for recreation. For a complete list of what competitive individual sport and individual outdoor recreational activities are permitted to restart, visit the [Government of Ontario's website](#).

For additional comprehensive guidance, recommendations, and best practices specific to your sport, check with your provincial and national sport associations or governing bodies. Before resuming restricted activities, each sport team or league is responsible for developing their own formal protocols to inform how athletes, parents/guardians, coaches, volunteers, and facility staff will be kept safe. Your provincial or national sports organization may require you to have your plan reviewed and approved by the Windsor Essex County Health Unit and your designated municipality, to provide feedback on your plans and ensure that the appropriate measures are in place to protect the health of all parties involved.

The following are some of the national/provincial sport associations who have developed more comprehensive guidelines, protocols, and best practices for their respective sports that can be used to inform your plans to resume individual non-contact sport training, practice, or competitions:

**Ontario Basketball**

**Golf Canada**

**Tennis Canada**

**Pickelball Ontario**

## RESOURCES

**Government of Canada**

**Risk mitigation tool for outdoor recreation spaces and activities operating during the COVID-19 pandemic**

**Government of Ontario**

**Ontario Regulation 364/20 made under the Emergency Management and Civil Protection Act**

**Ontario Recreations Facilities Association**

**Ontario Recreation Facilities Association: Recreation Facility COVID-19 Reopening and Re-entering – Guiding Principles and Best Practices**

**Parks - Public Services Health & Safety Association**

**COVID-19: Precautions When Working As A Parks & Recreation Worker**

**Public Services Health & Safety Association**

**Health and Safety Guidance During COVID-19 For Parks & Recreation Employers**