



Special Olympics BC Return to Sport Plan

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Special Olympics
British Columbia



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Contact

If you have any questions relating to this plan, please don't hesitate to reach out to:

covid@specialolympics.bc.ca

This email address is being monitored by SOBC Vice President, Sport Lois McNary, SOBC Sport Manager Helen Cheung, and SOBC Program Manager Michelle Cruickshank for timely responses.

RETURN TO SPORT INTRODUCTION

Sport and physical activity play an important role in the physical, psychological, and emotional well-being of athletes in Special Olympics. For these reasons, we are all eager to resume sport activities. However, the health and safety of all Special Olympics BC participants and the greater community must remain the number one priority.

This Return to Sport Plan is informed by the viaSport British Columbia provincial guidelines, sport-specific plans by other Provincial Sport Organizations, and provincial health recommendations.

SOBC will reopen a few sports at a time, carefully monitoring the situation throughout our province. Please bear in mind that we might find ourselves opening some sports then needing to close them or change the process; everything depends on what happens with the numbers of COVID-19 cases as our province continues to reopen. We will need to be flexible to respond to changes in community transmission, and changes in advice from the Provincial Health Officer.

For the purposes of this document, the following definitions are used:

Program is defined as any organized activity that is facilitated by Special Olympics BC or an SOBC-sanctioned Local Committee.

Volunteer is defined as any administrative volunteer, program volunteer, or coach.

Athlete is defined as any participant in an SOBC sport and training program, including Active Start, FUNdamentals, Club Fit, Sport Start, Athlete Leadership, and Healthy Athletes.

Caregiver is defined as any primary support worker, caretaker, guardian, or parent of an athlete.

Participant is defined as anyone involved in SOBC programs including volunteers, athletes, and caregivers.

PURPOSE

This plan is intended to help SOBC's volunteers, athletes, caregivers, and staff safely return to in-person programs in B.C. The SOBC Return to Sport Plan provides detailed information on expectations, information, and resources that can support decision-making and communication within our programs and Locals.

The Provincial Health Officer's direction is that Return to Sport Plans should cover three things:

- 1 Processes to open safely
- 2 Measures to keep people safe to avoid further outbreaks
- 3 A plan in the event that a case or an outbreak should occur

Our plan has been developed based on an assessment of the potential risks that may be faced by our organization. We have consulted with employees, volunteers, and athletes. Our organization will train and observe volunteers and athletes to ensure appropriate measures are implemented. Communications including signage and reminders will be used. Potential risks will be reassessed, and plans updated as needed.

Senior management of SOBC will be monitoring and evaluating the progress of returning to sport. This will include, but not be limited to, visits to programs to ensure the plan is being followed, and working with coaches to ensure the plan is workable as is.

As more information becomes available, the SOBC Return to Sport Plan will be updated on the SOBC website. This document is only valid as of the date listed on the first page. Please check our website for the most up-to-date version.

COVID-19 AND TRANSMISSION

COVID-19 is transmitted via liquid droplets when a person coughs or sneezes, but also may occur when someone is talking in very close proximity to another person. The virus in these droplets can enter the body of another person when that person breathes in the droplets, or when the droplets touch the eyes, nose, or throat of that person. This is referred to as 'droplet' transmission and is believed to be the primary way COVID-19 is transmitted.

COVID-19 can also be transmitted through droplets in the environment when someone touches a contaminated area, then touches their face without cleaning their hands. The virus does not enter the body through skin. It enters through the eyes, nose, or mouth when the person touches their face. Unfortunately, human beings touch their face often throughout the day, much more than they realize, which is why regular handwashing and cleaning of high-touch surfaces is so important.

Droplet transmission is much more likely when in close contact in an indoor setting. Transmission is less likely in an outdoor setting where there is more space for people to keep physically distanced. However, in the context of sport, risks exist even outdoors, due to high-touch surfaces because many sports involve objects that are normally shared among participants (balls, equipment, etc.).

[Please click here](#) to find current information from the BC Centre for Disease Control.

[Please click here](#) for a plain-language resource to help explain COVID-19.

SYMPTOMS OF COVID-19

COVID-19 symptoms are similar to other respiratory illnesses including the flu and the common cold. These symptoms include fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue, and loss of appetite.

It is also possible that people infected with COVID-19 may experience little or no symptoms. Illness may range from mild to severe.

Some people are more vulnerable to developing severe illness or complications from COVID-19, including older people and those with chronic health conditions.

[Please click here](#) to find current information from the BC Centre for Disease Control.

RISK MANAGEMENT

B.C. health officials say there are two variables that we need to address in order to reduce the risk of transmission:

- Contact intensity – how close you are to someone and for how long;
- Number of contacts – how many people are in the same setting at the same time.

The following levels of protection are listed from highest level of protection to lowest. Use the highest level of protection possible or appropriate for each situation.

- Physical distancing measures – reduce density of group (number and duration of contacts)
- Engineering controls – physical barriers, increased ventilation, traffic flow
- Administrative controls – rules and guidelines
- Non-medical masks (and other Personal Protective Equipment)

Each sport and training program is required to have a Program Safety Volunteer to help mitigate risk. See Appendix A for role and responsibilities.

PROGRAM OPERATIONS

SOBC is committed to the ongoing safety of athletes, coaches, volunteers, and other members of our community. Prior to returning to activity, SOBC will require all programs to agree to abide by the requirements for safety and sanitation (Appendix B). These have been built on the following criteria:

- Ensuring athlete and volunteer safety/health;
- Practicing physical distancing;
- Reducing shared equipment and touching of shared surfaces;
- Education on policies and procedures, and required cooperation of athletes and volunteers;
- Training of volunteers on enhanced cleaning and sanitizing procedures.

These requirements include general measures, as well as expectations that apply specifically to Local Committees, coaches, athletes, and caregivers. Please see Appendix B for the Return to Play Standard Protocols.

Members must abide by the protocols. If a program is found to not be in compliance with any safety protocols, the program will be cancelled until remediation is undertaken and provincial approval is granted.

Sport-specific protocols have also been developed to address practices, equipment, and etiquette unique to each sport. These protocols have been reviewed by key coaches in our organization. Please see Appendix C for the sport-specific protocols. In the initial return to sport, the focus is on restarting low-risk sports. Please see Sport Programming on page 10 for more sport-specific information.

All participants must have signed the Special Olympics BC waiver (Appendix J) prior to participating in any program. Waivers are to be collected and kept by the Local and must be submitted to SOBC VP, Sport within two weeks following the end of a program season (not sent at the end of every practice).

EDUCATION AND TRAINING

The Return to Sport Plan will be made available to all members of the SOBC community with specific education materials tailored to athletes, volunteers, and caregivers. All must be familiar with provincial and facility guidelines as well as the SOBC Return to Sport Plan prior to starting programs.

SOBC will create training videos for coaches and caregivers that review their expectations before, during, and at practice and review all forms and documents relevant to their role. All Head Coaches and Program Safety Volunteers must watch these training videos prior to starting programs. Coaches must have the approval of their Local and SOBC prior to starting. This application will include a checklist list of requirements. Please see Appendix D.

A large component of this education will focus on how to help athletes understand and follow the new protocols. This will be done by reviewing the resources we will be providing to athletes, such as handwashing videos and the required signage at programs (for samples, see posters under Appendix K).

Participants can decide whether they want to wear personal protective equipment during programs. If they do, they must dispose of it properly after use.

SYMPTOM SCREENING

Routine symptom screening for all athletes and volunteers will need to be conducted upon arrival at every practice and meeting.

Before starting a program, all participants will be required to sign the Declaration of Compliance (see Appendix E). The Head Coach must gather Declaration of Compliance forms from all participants before the program begins. These must be sent to SOBC Provincial Office within 1 week of the program start date.

Upon arrival at practices, participants must complete verbal health screenings. The Program Safety Volunteer will be responsible for ensuring completion of the health screening tracking document. Please see Appendix F for the Health Screening Tracking Form.

Records of attendance and screenings from every practice and meeting must be kept, in case contact tracing becomes needed.

Health Tracking Forms must be submitted within two weeks following the end of program season (not sent at the end of every practice). Records must be sent to the VP, Sport, who will ensure they are retained for a minimum of three years.

Each program is required to have a screening designate who is responsible for ensuring that the program meets the screening guidelines, and that athletes, other coaches, volunteers, and any other participants are screened upon arrival to program. For sport and training programs, this role will be assigned to the Program Safety Volunteer. Please see Appendix A for duties and responsibilities of the Program Safety Volunteer.

If any of the screening questions result in a YES:

- Screening designate asks participant to return home. If the participant is an athlete, screening designate notifies their emergency contact. Screening designate immediately lets the SOBC Vice President, Sport, know (604-616-1341) that an individual has not passed the screening.
- Record the participant as **YES** on the form provided.
- Participants are required to use the [BC COVID-19 Self-Assessment Tool](#), or call 811, which is B.C.'s free-of-charge provincial health advice phone line. Participants must follow the guidelines provided by the tool or by a health-care professional.
 - If the participant is told by the tool result or 811 that they should not get the COVID-19 test, they need to tell the Head Coach, and the Head Coach will inform the SOBC VP, Sport.
 - If the Self-Assessment Tool or 811 recommend isolating, athletes must notify their Head Coach. The Head Coach will tell the SOBC VP, Sport. SOBC will follow up with athlete after 14 days.
 - If the Self-Assessment Tool or 811 recommend getting tested, the athlete must get the test and must continue to quarantine until the test results are confirmed.
 - If negative, they will be welcomed back to the program.

- If positive, they must notify their Head Coach, who will notify the SOBC VP, Sport. The SOBC VP, Sport will initiate the Positive Case Protocol (see page 15).

PARTICIPANTS

To safely deliver sport programming, the following requirements and expectations for participants must be communicated and observed.

HEALTH OF PARTICIPANTS

To protect the health of all participants, the following things need to happen at every program. Each program's screening designate will be responsible for ensuring these actions are completed, but every participant must play their part.

1. All athletes and coaches will complete the Waiver (Appendix J), Declaration of Compliance (Appendix E), the Symptom Screening process on page 7, and the SOBC Program Participation Agreement (Appendix G). Meeting and fundraising event participants will complete the Waiver (Appendix J) and Declaration of Compliance (Appendix E), and observe all health and safety requirements.
2. There will be zero tolerance for participating while sick – participants cannot be there if they have symptoms of any illness or are not feeling well.
3. All participants must follow enhanced hygiene protocols:
 - a. Frequent and proper hand washing or hand sanitizing;
 - b. Avoid touching eyes, nose, and mouth;
 - c. Coughing into your sleeve.

Individuals will be informed of the risks involved in program participation, but the decision to participate is theirs to make. The exception is an individual displaying signs and symptoms of COVID-19, as they will not be permitted to participate.

Individuals who are at higher risk of COVID-19 should consult with provincial health recommendations before participating. To find the BC Centre for Disease Control's information on priority populations, [please click here](#).

REGISTRATION

Participants in programs MUST have completed their official registration with Special Olympics BC and be in good standing.

Program coaches will take attendance and keep a record of all participants in case of a positive case.

COMMUNICATION

Coaches and volunteers leading programs will receive the following resources before starting programs:

- SOBC Return to Sport Plan;

- Webinars for coaches led by SOBC staff to review the plan, expectations, and questions;
- Support from an SOBC staff person to clarify any questions or situations that occur during implementation and delivery of programs.

Before participating, all SOBC volunteers and coaches leading programs will be asked to sign the participant agreement acknowledging they have read the guidelines and understand their risk. Athletes participating in programs will be contacted by coaches of that program prior to the start date to discuss their participation and go over program expectations. See Appendix G for SOBC Program Participation Agreements.

Participants will be made aware that they must leave the activity if they fail to comply with outlined expectations in the Agreement.

MASKS

Wearing a non-medical, cloth mask, or face covering is required by order of the Provincial Health Officer in indoor public, common, and shared spaces. Program participants in all indoor programs (except swimming), meetings, and events are required to follow these orders.

This is because some people can spread the virus when they have very mild symptoms or may not know that they have COVID-19 or are feeling unwell. In this case, wearing a mask can help protect others by containing your own droplets when talking, laughing, singing, coughing, or sneezing.

Any mask, no matter how good it is at catching droplets or how well it seals, will have minimal effect if it is not used together with other preventive measures, such as frequent hand washing and physical distancing.

Any participants who need to apply for an exemption for medical reasons are asked to contact SOBC staff at covid@specialolympics.bc.ca.

SPORT PROGRAMMING

Special Olympics BC's return to sport requires a gradual, thoughtful, and phased approach. We are working on a sport-by-sport basis, to ensure safety in each sport. Each sport reopens with strict limitations at first, followed by changes in restrictions as the SOBC and provincial health landscapes allow. In initial stages of reopening, SOBC sport programs need to operate under the following:

- Participants able to maintain physical distancing;
- Minimizing shared equipment and touching of shared surfaces;
- Focus on skill development and low-risk activities;
- No travel for SOBC programs outside home community.

Please visit the SOBC Return to Sport homepage to view what sports are currently open, at what levels.

The first stage of reintroducing each sport is a trial Pilot Program level, where a limited number of Locals are selected to start offering the sport under the new requirements. These pilot programs are used to evaluate the safety protocols and provide feedback on the successes and challenges. The information helps SOBC evaluate protocols and processes, and determine if changes need to be made before proceeding to the next level of reopening. Pilot programs include athletes of differing abilities.

Once we ensure the safety protocols are effective, we will expand the sport's reopening to all Locals that can meet all protocols and enhanced safety requirements required to start a program. We continue to keep lines of communication with Locals open to see how operations are running. Where possible, staff or volunteers visit programs to ensure adherence to health requirements and provide support where necessary.

Please refer to the chart below, which outlines how the return to sport progresses after the initial pilot phase for each sport. SOBC is reintroducing sports following this Return to Sport Plan and the ongoing guidance from the Provincial Health Officer. Levels identified in the chart do not correspond directly to the phases in B.C.'s Restart Plan. The level at which a sport starts is determined by the SOBC Provincial Office.

PROGRAM PROGRESSIONS

Note 1: Levels at which sport programs will start and operate are determined by Provincial Office on a sport-by-sport basis, not individual Locals.

Note 2: These levels do not correspond to the stages of B.C.'s Restart Plan.

	Pilot Program	Level 1 - Local Reopening	Level 2 - Transition Measures	Level 3 - Progressive Loosen	Level 4 - New Normal
Restriction	<ul style="list-style-type: none"> • Maintain physical distance • No non-essential travel 	<ul style="list-style-type: none"> • Maintain 3 metres physical distance • No non-essential travel 	<ul style="list-style-type: none"> • Maintain physical distance • Local programs only 	<ul style="list-style-type: none"> • Within-Region travel allowed 	<ul style="list-style-type: none"> • Refer to Provincial Health Officer and local health authorities
Health Requirements	<ul style="list-style-type: none"> • Increased hand hygiene • Health screenings at practices and meetings • Signage and markers to be used as visual cues for distancing 	<ul style="list-style-type: none"> • Continued hand hygiene • Masks required indoors • Health screenings at practices and meetings • Signage and markers to be used as visual cues for distancing • Masks required for indoor activities, strongly suggested for outdoor activities 	<ul style="list-style-type: none"> • Continued hand hygiene • Health screenings at practices and meetings • Signage and markers to be used as visual cues for distancing • Masks required indoors • Masks required outdoors where 2 metres cannot be maintained and suggested wherever possible 	<ul style="list-style-type: none"> • Hand hygiene • Masks recommended for indoor activities, encouraged for outdoor activities 	<ul style="list-style-type: none"> • Hand hygiene • Masks optional
Facilities	<ul style="list-style-type: none"> • Where possible, rent dedicated facility space to preserve boundaries • Have barriers in place to keep spectators at a distance • Refer to facility procedures and protocols 	<ul style="list-style-type: none"> • Where possible, rent dedicated facility space to preserve boundaries • Have barriers in place to keep spectators at a distance • Refer to facility procedures and protocols 	<ul style="list-style-type: none"> • Refer to facility procedures and protocols • Outdoor facilities encouraged 	<ul style="list-style-type: none"> • Refer to facility procedures and protocols 	<ul style="list-style-type: none"> • Refer to facility procedures and protocols

People	<ul style="list-style-type: none"> Individual activities in small groups of up to 12 athletes per training venue. Please refer to the sport-specific protocols to find coach to athlete ratios. No spectators 	<ul style="list-style-type: none"> Individual activities in small groups. Please refer to the sport-specific protocols to find each sport's maximum numbers per training venue. No spectators 	<ul style="list-style-type: none"> Group sizes may increase. Please refer to sport-specific protocols. No spectators 	<ul style="list-style-type: none"> Group sizes may increase* Groups sizes will be dependent upon sport Limited spectators Barriers in place to separate spectators from program 	<ul style="list-style-type: none"> Large groups allowed* No limit on spectators
Programs	<ul style="list-style-type: none"> Focus on individual sport skill development Coach and athletes may only participate in 1 SOBC program at a time 	<ul style="list-style-type: none"> Focus on individual sport skill development Coaches and athletes may only participate in 1 SOBC program at a time 	<ul style="list-style-type: none"> Coaches and athletes may participate in more than 1 program at a time Game play permitted for outdoor programs only if 2 metres physical distancing is maintained 	<ul style="list-style-type: none"> Expansion of training activities 	<ul style="list-style-type: none"> No restrictions on activities
Equipment	<ul style="list-style-type: none"> No shared equipment Any general equipment handled by coaches only (i.e. cones) 	<ul style="list-style-type: none"> No shared equipment Any general equipment handled by coaches only (i.e. cones) 	<ul style="list-style-type: none"> Minimal shared equipment between participants Disinfect shared equipment between training sessions 	<ul style="list-style-type: none"> Some shared equipment Disinfect shared equipment between training sessions 	<ul style="list-style-type: none"> Shared equipment Enhanced cleaning protocols considered best practice
Virtual Programs	<ul style="list-style-type: none"> Continue to offer a range of virtual opportunities 	<ul style="list-style-type: none"> Continue to offer a range of virtual opportunities 	<ul style="list-style-type: none"> Continue to offer a range of virtual opportunities 	<ul style="list-style-type: none"> Evaluate what virtual activities to continue and what should return to in-person 	<ul style="list-style-type: none"> Continue to offer virtual programs that fill gaps for in-person programs

*The number of maximum participants will be informed by Provincial Health Officer directives, and will be set before moving into this stage.

Some sports will contain exceptions, identified in the respective sport-specific protocols.

The provincial government plans to lift restrictions in phases, while closely monitoring population health patterns to minimize risk to all British Columbians. SOBC must remain mindful of the phase that the province is in, and avoid moving too quickly to introduce higher-risk activities. However, we recognize that each sport is different and may transition through levels at different times. The SOBC Provincial Office will direct and approve all transitions through various levels and any relaxing of restrictions that may occur. As a result, there are no specific dates attached to these levels as each progression will be determined based on the SOBC Return to Sport Plan and assessments of current situations.

COMPETITION

In the Pilot Program level, competition is not allowed. In Level 1, within-program competition may be allowed as long as protocols are followed. Level 2 will expand to within-community competition, with an expansion of events offered. Sports may need to make modifications to rules and gameplay during initial stages. In Level 3, travel to compete in nearby communities may be allowed, but will be as per the guidance of the Provincial Health Officer. Level 4 will see the return of larger-scale events, including provincial competition.

As the health landscape of B.C. changes, we will be considering the types of competition can be allowed and what SOBC can reasonably support. Levels at which competition is in will align with the program progression level the sport is currently operating in. Any pre-approvals needed in a level will come from SOBC Provincial Office.

COMPETITION PROGRESSION

	Level 1 - Local Reopening	Level 2 - Transition Measures	Level 3 - Progressive Loosen	Level 4 - New Normal
Re-Opening Competition	Within-program skill development competition allowed under protocols.	Within-Local competition allowed under protocols.	Regional competition may be considered.	Provincial-scale competitions and large-scale events may return.
Competition Protocols	Sport-Specific Competition protocols produced by SOBC.	Sport-Specific Competition protocols produced by SOBC. Expanded event options.	Return to pre-COVID competition framework with modifications as needed to align with RTS Protocols	Return to pre-COVID competition framework.
Competition Delivery	Competition delivered within a program and by individual sport programs (For example, Monday night bocce may only compete with those in Monday night bocce in that community). Competition based on individual events and skill-based competition.	Competition delivered within one Local.	Multi-Local competition within pre-approved local groupings in both individual and team sports.	Multi-Local and cross-regional competition in both individual and team sports.
Competition Coordination	Execution of events completed within and managed by Local programs. Provincial collection of results may allow for virtual competition against other athletes.	Execution of events completed within and managed by Local programs. Provincial collection of results may allow for virtual competition against other athletes.	Competition will be planned by Volunteer Competition Coordinators supported by SOBC. Competition must be sanctioned by SOBC.	Competition at the Local and Regional Level will be planned and executed by Volunteer Competition Coordinators. Competition must be sanctioned by SOBC.

EMERGENCY RESPONSE

FIRST AID

If first aid is required during a program, all persons attending to the injured individual must first put on a mask and gloves prior to assisting that individual. Locals must provide masks for coaches to support participants who need first aid or urgent health support; if you encounter any issues sourcing appropriate masks, please contact SOBC staff for assistance.

SOBC does not require coaches to have first aid training or to provide first aid. We ask that you assess the situation, and if the athlete is safely able to continue to participate, allow them to do so. If they are not able to participate but could safely leave with their parent/caregiver, assist them to do so. If the injury is such that further medical attention is required, follow your Emergency Action Plan and call 911.

A guide for employers and Occupational First Aid Attendants:

<https://www.worksafebc.com/en/resources/health-safety/information-sheets/ofaa-protocols-covid-19pandemic?lang=en>

First aid protocols for an unresponsive person during COVID-19:

<https://www.redcross.ca/training-andcertification/first-aid-tips-and-resources/first-aid-tips/first-aid-protocols-for-an-unresponsive-personduring-covid-19>

RETURN TO MEETINGS

SOBC put the safety of their volunteers and staff first and foremost when determining these return to meeting protocols.

Any individuals who do not feel well, are experiencing any symptoms of COVID-19, or who have been advised to self-isolate are not permitted to attend meetings. Please consult the [BC Centre for Disease Control](#) for the most up-to-date information on symptoms and steps.

Wherever possible, the option to attend meetings virtually (via video or conference call) should be provided to Local Committee members.

Prior to setting up an in-person Local Committee meeting, the Local Coordinator or their designate will provide their Region's SOBC Community Development staff member with details about the meeting venue, to ensure it meets the requirements below.

All individuals attending an in-person Local Committee meeting must have signed the waiver and must complete the Health Screening Declaration. At each meeting, the Local Coordinator or their designate must ask the questions as seen on the Health Screening Tracking document (Appendix F) and receive a verbal NO confirmation in order to allow meeting participants to join the in-person meeting. The minutes **must** include the names of Local Committee members in attendance and the screening results of everyone in attendance.

Protocols for outdoor meetings:

- Meetings must be limited to a maximum of 10 committee members. With social distancing in mind, the Local Coordinator must ensure that the meeting is productive and that all members can actively participate, hear everyone, and be heard. Only elected Local Committee members may attend. There may be no guests in attendance, other than SOBC staff or Regional Coordinators.
- The space must be private to ensure confidentiality of information.
- In using a public space that does not have open public washrooms, the Local Coordinator will ensure the committee members are aware of this. If using a committee member's backyard, individuals comfortable to do so may use the washroom in the home. The host should ensure there is soap as well as disinfectant wipes/sprays for use by the committee members.
- All committee members must ensure social distancing during the arrival and departure process and during the meeting. We ask that members do not congregate prior to or after the meeting unless continuing to follow social distancing.
- All committee members may bring their own chair. If chairs/tables are provided, the Local Coordinator must ensure that all surfaces are thoroughly cleaned with a disinfectant product prior to the meeting and at the end of the meeting.
- All members must bring their own water bottle, coffee mug, snacks, etc. There should be no sharing of food.
- The Local Coordinator will provide hand sanitizer for use by all committee members.
- All other aspects of the meeting must follow the SOBC Local Committee Meetings – Annual Meeting and Regular Meetings policy.

Protocols for indoor meetings:

- The venue may not be a home.
- Meetings must be limited to a maximum of 10 committee members. With social distancing in mind, the Local Coordinator must ensure that the meeting is productive and that all members can actively participate, hear everyone, and be heard. Only elected Local Committee members may attend. There may be no guests in attendance, other than SOBC staff or Regional Coordinators.
- The venue must have a COVID-19 risk assessment plan that includes cleaning protocols for all surfaces. If they have an entry and exit plan (different entrances), ensure the committee members are made aware of this prior to the meeting.
- All committee members must ensure social distancing during the arrival and departure process and during the meeting. We ask that members do not congregate prior to or after the meeting unless continuing to follow social distancing.
- All members must bring their own water bottle, coffee mug, snacks, etc. There should be no sharing of food.
- The Local Committee must buy hand sanitizer for use at meetings, and the Local Coordinator must ensure it's at the meeting for use by all committee members.
- All other aspects of the meeting must follow the SOBC Local Committee Meetings – Annual Meeting and Regular Meetings policy.

RETURN TO FUNDRAISING

When determining return to fundraising protocols, SOBC's priority is the ongoing safety of athletes, coaches, volunteers, and other members of our community.

Any fundraising event that can be hosted in a virtual environment should pursue that option. When a virtual event is not feasible, event organizers must familiarize themselves with the venue safety standards and the SOBC Standard Program Protocol (Appendix B), and ensure they are followed. All event participants must be made aware of these requirements prior to attending the event.

All fundraising events must follow to the guidelines issued by the Provincial Health Officer, including social distancing, travel restrictions, minimizing touching of shared surfaces, and enhanced cleaning and sanitizing procedures.

The involvement of SOBC athletes with in-person fundraising events should be kept to an absolute minimum.

Any individual who does not feel well, is experiencing any symptoms of COVID-19, or who has been advised to self-isolate is not permitted to attend a fundraising event. Please consult the [BC Centre for Disease Control](#) for the most up-to-date information on symptoms and steps.

All individuals attending a sanctioned SOBC fundraising event must sign the SOBC waiver and complete the SOBC Declaration of Compliance (please see Appendix E).

Anyone who does not comply with venue and SOBC protocols will be instructed to leave the event immediately.

A complete listing of attendees must be compiled for every event, which includes contact numbers to be used for contact tracing in the event of a positive case. A copy of this list must be forwarded to the SOBC Fund Development Manager within one week of the event.

Prior to hosting an in-person fundraising event, the event organizing committee must submit an event plan to the Fund Development Manager (ctaylor@specialolympics.bc.ca), copied to appropriate SOBC Community Development staff member. This plan must clearly outline the event details, any and all athlete involvement, and all procedures that will be put in place to ensure the safety of participants.

RETURN TO SPECIAL EVENTS

Our priority for special events is the ongoing safety of athletes, coaches, volunteers, parents, and caregivers.

Within the Special Olympics BC Return to Sport Plan, “special events” refers to non-sport in-person gatherings hosted by Special Olympics BC Locals. Examples include, but are not limited to, in-person registration events, award ceremonies, and celebrations such as year-end banquets.

All special events must follow the protocol listed below. All individuals attending an in-person special event must be registered members of Special Olympics BC, or must sign SOBC’s one-time event participant waiver. To be a registered member of SOBC, individuals must have completed the SOBC registration form and SOBC Return to Sport Waiver, COVID-19 Declaration and Agreement, and Athlete or Coach Participation Agreement (see Appendices). Event organizers can contact SOBC staff to receive the event waiver to distribute to participants.

Prior to the event, one organizer must complete the SOBC training session for Return to Events, and be clear on the Positive Case Protocols.

Any individual attending a special event will be required to complete a health screening questionnaire administered by an event safety volunteer before entering the event.

Any individual who does not feel well, is experiencing any symptoms of COVID-19, or who has been advised to self-isolate will not be permitted to attend the event.

Protocol for special events:

- 1) A plan for the event must be presented to the SOBC Community Development Coordinator for that Region at least 14 days prior to the event. All event proposals will be reviewed to ensure that they meet the overall intent of the Return to Sport Plan. No event can move forward without the approval of the plan.
- 2) The plan must include, but is not limited to, the following:
 - a. Name of the facility that will be used for the special event (this may include outdoor venues). NOTE: if the facility is being rented, please include a copy of their COVID-19 protocols;
 - b. Number of people expected to attend the event. NOTE: this number cannot exceed the maximum number of people allowed to gather as set out by the B.C. government and the BC Centre for Disease Control;
 - c. Measures that will be undertaken to ensure social distancing;
 - d. Measures that will be undertaken to ensure sanitation, both of the facility and for individuals.

POSITIVE CASE PROTOCOLS

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, SOBC will put an immediate pause on any program or activity where a participant has been diagnosed with the virus.

All volunteers will receive information and training on the Positive Case Protocols prior to the initial start of their program. Each program will keep attendance records for each practice and each meeting will keep minutes of the meeting 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 practice or training venues. Please consult the BC Centre for Disease Control for the most up-to-date information on symptoms and recommendations.

Please note positive test protocols are different for Local meetings, fundraising events, and sport and training programs.

IF SOMEONE TESTS POSITIVE FOR COVID-19 – LOCAL MEETING:

If a Local Committee member receives a confirmed COVID-19 diagnosis, they are required to contact the Local Coordinator **immediately**.

- The Local Coordinator will immediately contact the VP, Sport* (604-616-1341) to notify SOBC of the case.
- The VP, Sport and the Local Coordinator will work together to notify all Local Committee members of the case. The Local Coordinator will ensure they keep the identity of the individual diagnosed confidential, as per the BC Privacy Act. They will only share the name with the VP, Sport. All participants will be notified that Local Committee in-person meetings are on pause until further notice. They will also advise committee members to watch for signs of illness and that they can access further information on the BC Centre for Disease Control website.
- The VP, Sport will notify the CEO and Communications Manager of the case. The CEO will inform the SOBC Board of Directors and Special Olympics Canada. The Communications Manager will provide key messaging that will be shared with staff and the Local to ensure consistent messaging.
- The Local Coordinator and VP, Sport will follow up with the individual diagnosed to provide any support needed. They will also follow up with the other committee members to monitor their health.

If, after 14 days, there are no further cases amongst the committee, the Local will be notified regarding the resumption of Local meetings.

*If the VP, Sport is unavailable, notify the CEO (604-616-1340)

IF SOMEONE TESTS POSITIVE FOR COVID-19 – FUNDRAISING:

If an individual who has attended an SOBC fundraising event in person receives a confirmed COVID-19 diagnosis, they are required to contact the event organizer **immediately**.

- The event organizer will immediately contact the VP, Sport* (604-616-1341) to notify SOBC of the case.
- The VP, Sport and the Fundraising Manager will work together to notify all individuals who attended the Fundraising event. SOBC will ensure they keep the identity of the individual diagnosed confidential, as per the BC Privacy Act. They will also advise event participants to watch for signs of illness and that they can access further information on the BC Centre for Disease Control website.
- The VP, Sport will notify the CEO and Communications Manager of the case. The CEO will inform the SOBC Board of Directors and SOC. The Communications Manager will provide key messaging that will be shared with staff and the Event organizers to ensure consistent messaging.
- The Fundraising Manager and VP, Sport will follow up with the individual diagnosed to provide any support needed.

*If the VP, Sport is unavailable, notify the CEO (604-616-1340)

IF SOMEONE TESTS POSITIVE FOR COVID-19 – SPORT PROGRAM

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

- Inform SOBC Head Coach or SOBC VP, Sport* of the positive COVID-19 test.
- Follow BC Centre for Disease Control guidelines for self-isolation and remain self-isolated until your 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 SOBC VP, Sport.
- Immediately inform the SOBC VP, Sport* (604-616-1341).
- The VP, Sport 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 VP, Sport is notified of a positive COVID-19 case, they must:

- Respect privacy laws and only reveal the name to the CEO of SOBC.
- Inform the Local Coordinator for that program that there has been a positive test.
- Inform the SOBC 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 BC Centre for Disease Control website.
- Put the program on pause for a minimum of 14 days from time of last program.

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

- Advise the SOBC Board of Directors and SOC of the case and the action taken.

When the 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.

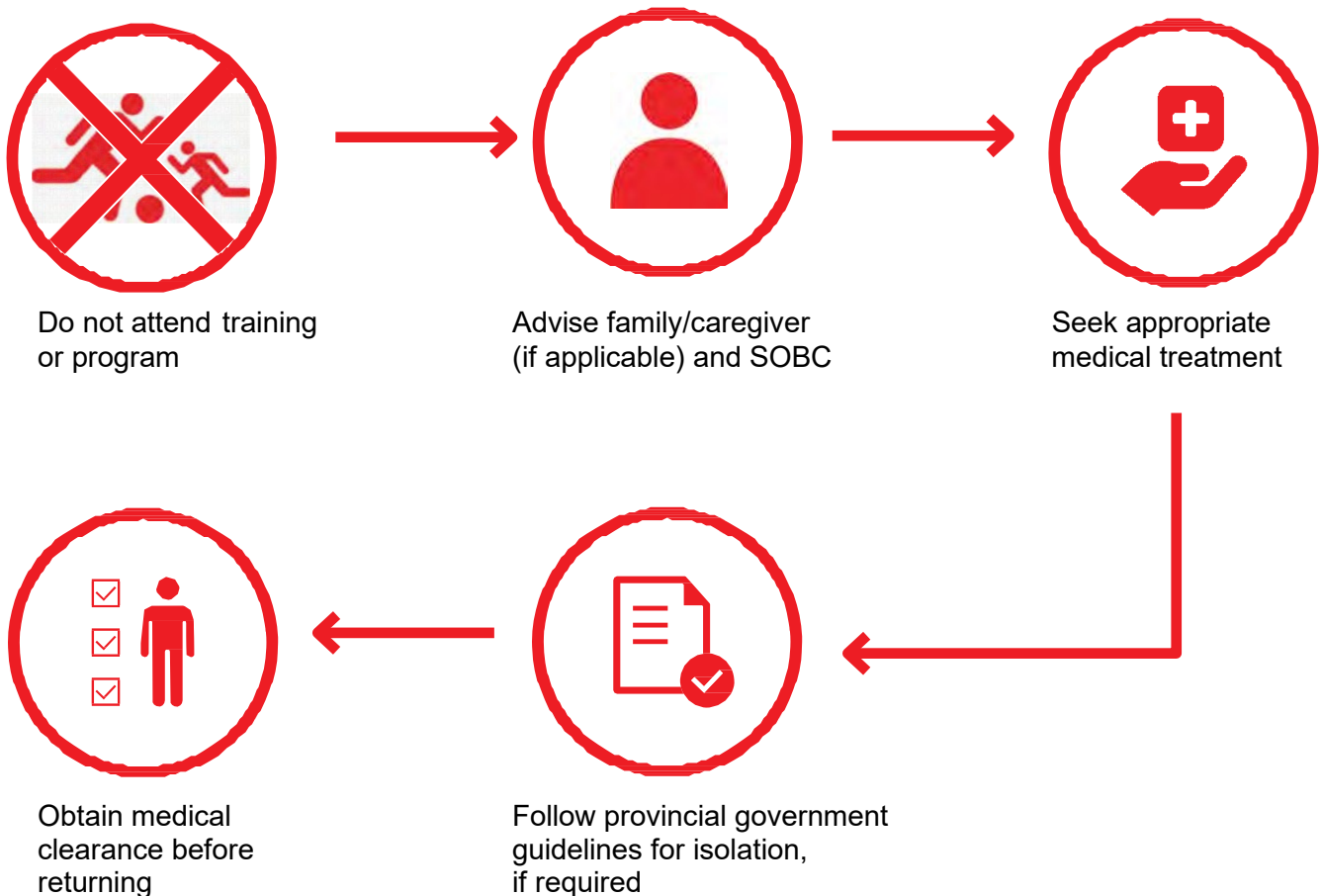
Throughout the 14-day quarantine period, the VP, Sport will:

- 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.

These steps are summarized in the Positive Case Timeline in Appendix I.

*If the VP, Sport is unavailable, notify the CEO (604-616-1340)

If someone feels ill:



INSURANCE

The Ministry of Tourism, Arts and Culture announced a Ministerial Order extending liability protection to not-for-profit amateur sport organizations for damages resulting from exposure to COVID-19. This coverage applies during the period this order was made and ends on the date on which the last extension of the declaration of a state of emergency made March 18, 2020 under section 9 (1) of the Emergency Program Act expires or is cancelled. In part, the order provides:

(1) A sport organization, or a director, officer, employee or volunteer of a sport organization, is not liable for damages resulting, directly or indirectly, from an individual being or likely being infected with or exposed to SARS-CoV-2 as a result of the organization, administration, facilitation or provision of an organized sport activity if, at the relevant time, the sport organization, or director, officer, employee or volunteer of the sport organization,

(a) was organizing, administering, facilitating or providing the organized sport activity in accordance with all applicable emergency and public health guidance, or

(b) reasonably believed that the organization, administration, facilitation or provision of the organized sport activity was in accordance with all applicable emergency and public health guidance.

(2) Subsection (1) does not apply to a sport organization, or a director, officer, employee or volunteer of the sport organization if, in organizing, administering, facilitating or providing the organized sport activity, that sport organization or director, officer, employee or volunteer was grossly negligent.

Furthermore, Special Olympics BC is part of a national insurance program covering Special Olympics entities in Canada, insured by Ecclesiastical Insurance Canada for general liability and through Travelers Guarantee Co. of Canada for Directors & Officers Insurance. We have been informed that there is no exclusion clause for pandemics or infectious diseases in these policies, but Special Olympics Canada is having these policies reviewed by legal counsel to provide better understanding of the protection that is in place through these policies.

LEGAL

Declarations or attestations used have been reviewed and prepared by lawyers nationally for use by sport in Canada, and then customized to include specific information relative to Special Olympics British Columbia, such as our legal name. Waivers are being reviewed and prepared, with added COVID-19 clauses, by legal counsel retained by Special Olympics Canada for the use of all Special Olympics entities in Canada.

APPENDIX A

ROLE OF PROGRAM SAFETY VOLUNTEER

This volunteer position will support coaches by ensuring that all COVID-19 safety protocols and processes for the sport program are in place and adhered to by all participants.

This volunteer will attend the necessary COVID-19 related learning sessions prior to the program starting so that they understand the expectations in place to provide a safe and positive return to sport for all involved.

If there is only 1 coach in the program, that coach must take on the tasks and duties of the program safety volunteer.

Duties include:

- Ensures program has hand sanitizer and cleaning supplies prior to start;
- Ensures and enforces that physical distancing rules are followed upon arrival, during, and departing the program;
- Ensures signage and physical distancing barriers are in place prior to athletes arriving;
- Ensures that the Health Screening Tracking Form (Appendix F) is completed and recorded as each participant enters the program;
- Ensures that all attending are registered with Special Olympics BC, and that emergency contact information is on hand at every program;
- Ensures program has gloves and masks available for situations requiring first aid or medical attention until first responders arrive;
- Ensures participants know where hand sanitizer/hand washing station is located and that each participant washes their hands prior to and subsequently during the program;
- Supports athletes in recognizing if washroom facilities are available, and that only one person is using the facilities at a time (this may differ based on facility protocols);
- Ensure athletes are not sharing equipment or personal items such as water bottles;
- Ensures all athletes have been picked up or left the program area at the end of the program;
- Ensures that all equipment used is cleaned at the end of the program;
- And ensures that those wearing masks are doing so correctly.

APPENDIX B

STANDARD PROGRAM PROTOCOL

General	All athletes, coaches, and Local Committees members must follow municipal and provincial mandates for all facilities. Where there is a discrepancy between the facility and SOBC directives, protocol will be decided by the directive with a higher level of protection and safety.
General	Athletes, coaches, and Local Committee members are to be familiar with and follow protocols prior to starting programs. It is their responsibility to regularly check the Return to Sport Plan to ensure they are using the most current protocols.
General	If a program is found to be ignoring any safety protocol, that program will be cancelled until further notice/remediation.
General	At any one time, size of individual training groups is limited to the maximum of participants per program, as noted in the sport-specific protocols.
General	<p>The following individuals will not be permitted to attend practice or training venues:</p> <ol style="list-style-type: none"> 1. Any person experiencing any symptom(s) of COVID-19 (fever, cough, sore throat, runny nose, headache or shortness of breath). This includes seasonal allergies. If these symptoms begin while at a training venue or within 14 days of having attended a program, the individual must leave immediately and contact their local Public Health Office for recommendations. 2. Any person who receives a positive diagnosis for COVID-19. Individuals must comply with the current mandated self-isolation policy as per the B.C. Ministry of Health (www.gov.bc.ca). 3. Any person who has been told to self-isolate at home. 4. Any person who lives in a home with, or has been in close contact with, someone with symptoms of COVID-19. 5. Any person who lives in a home with, or has been in close contact with, someone who has been told to self-isolate at home. 6. Any person who has arrived in British Columbia from outside of Canada within the last 14 days as they are mandated to self-isolate and monitor for symptoms for 14 days upon their arrival.
General	Individuals that belong to a higher risk demographic for COVID-19 related symptoms are recommended to consult with provincial health authorities/organizations before participation.
General	Practice social/physical distancing always. When indoors, physical distancing of 3 metres (10 feet) must be in place. When outdoors, physical distancing of 2 metres (6 feet) must be in place.
General	Wearing masks is required of all participants in all indoor programs (except swimming), meetings and events. Any participants who needs to apply for an exemption for medical reasons are asked to contact SOBC staff at covid@specialolympics.bc.ca .

	Masks are encouraged for outdoor programs and required in instances where physical distancing cannot be maintained.
General	In emergency instances where 3 metres cannot be maintained in outdoor programs, meetings, and events participants involved are required to wear face masks. If contact is necessary by coaches, gloves and masks must be worn by coaches.
General	Participants must wash their hands or use hand sanitizer prior to entering the program area, and after any trips to the washroom. Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, alcohol-based hand rubs (ABHR) can be used to clean your hands if they are not visibly soiled. If they are visibly soiled, use a wipe and then ABHR to effectively clean your hands.
General	Do not touch your face, eyes, nose, or mouth.
General	Cover your mouth and nose with a disposable tissue or the crease of your elbow when you sneeze or cough.
General	Restrict personal items to only what is needed for practice. Each participant's personal belongings need to be in a marked designated space and be kept apart. Do not share food, drinks, utensils, water bottles, etc.
General	Where necessary, put in place physical barriers to separate athletes from the public. (i.e. cones or markers may be used to cordon off areas used for training). Use tape, chalk, floor markers, hula hoops, cones, or other equipment to help create a physical space for each individual athlete.
General	If equipment is kept and stored by the coach or Local, it must be cleaned and after each practice.
General	You are encouraged to use a washroom before you arrive. If washrooms are open for use, use only for necessity and limit occupancy if possible
General	To reduce liquid droplets in the air, do not yell or spit.
General	Where permitted or able, doors and windows must be left open to allow adequate air flow. Ventilation systems – if in place – must be on for the duration of the practice.
Transportation	If participants travel to the venue as a group in the same vehicle, drivers are to follow protocols as set out by WorkSafeBC under the Taxi, Limo, Chauffer, and Ride Hailing section on the Transportation and COVID-19 Safety webpage . This includes, but is not limited to, avoiding physical contact with passengers, ensuring passengers are not seated immediately beside another passenger, and ensuring handles and seats are wiped down after passengers have been dropped off. Masks must be worn by the driver and passengers while sharing a vehicle to and from SOBC programs.
Transportation	When carpooling to a program venue, health screenings must be done prior to entering the vehicle.
Local Expectation	COVID-19 Declaration must be signed prior to attending any program. Completion of screening must be documented, and records sent to SOBC Provincial Office.
Local Expectation	Provide programs with Personal Protective Equipment kit including, but not limited to:

	<ul style="list-style-type: none"> • Disinfectant wipes and/or spray as listed by Health Canada • Hand sanitizer as listed by Health Canada • Gloves • Masks and eye protection (goggles, glasses, or face shield) for emergency purposes where 3 metres cannot be maintained
Local Expectation	Set training schedules that will allow programs to meet all limits imposed on group size and to avoid congregation of athletes and coaches (i.e. stagger training start times and/or training group locations within facilities) to ensure everyone can arrive and depart safely and that there is enough time for cleaning of equipment.
Coach Expectation	The responsibilities of the Program Safety Volunteer must be completed at each practice. (Please see Appendix A for role description.)
Coach Expectation	At training venue, ensure there can be a self-isolation containment area for coaches and athletes showing symptoms of illness while they wait for transportation to a medical centre or home.
Coach Expectation	Review your EAP and update to ensure it meets all physical distancing measures prior to the first practice.
Coach Expectation	If athletes require additional or 1-1 support, modifications must be made while still maintaining the maximum group size and ratios as listed on the Sport Specific Protocols.
Coach Expectation	If a coach is sick or unwell and the ratios cannot be maintained, they will need to inform the athletes that that particular practice has been cancelled.
Athlete Expectation	Arrive ready to begin practice right away – i.e. put on practice wear before arriving, bring a pre-filled water bottle, etc.
Athlete Expectation	No handshaking, high fives, hugging, etc. from arrival of program until departure.
Athlete Expectation	Do not loiter at the facility or in the parking lot before or after training sessions.
Athlete and Coach Expectation	Failure to observe safety protocols risks the closure of the facility and all programs. If you do not keep your distance from others you will be asked to leave practice and may be suspended from future participation.
Parent/Caregiver Expectation	Be aware of any safety procedures set by your athlete's program. Prepare your athlete for training to look different when they return to sport. Help educate them on these new processes and expectations.
Parent/Caregiver Expectation	Abide by barriers coaches have put in place to separate athletes from the public. Do not loiter at facilities, including parking lots, unless working directly with your athlete. <i>Exception: 1-to-1 support</i>
Parent/Caregiver Expectation	Drop off and pick up your athletes at designated areas. Do not socialize while at the training venue.

APPENDIX C

SPORT-SPECIFIC PROTOCOLS

Please click the below links to find the sport-specific safety and competition protocols.

Athletics	Swimming	Bowling (5- and 10-Pin)
Basketball	Alpine Skiing	Club Fit
Bocce	Cross Country Skiing	Active Start
Golf	Curling	FUNdamentals
Powerlifting	Figure Skating	
Rhythmic Gymnastics	Floor Hockey	
Soccer	Speed Skating	
Softball	Snowshoeing	

APPENDIX D

Application to Start a Program

Please send the completed form to Helen Cheung hcheung@specialolympics.bc.ca, your Community Development Coordinator, and your Local Coordinator. Programs will be unable to start until this form has been completed and SOBC Provincial Office has approved the program.

Local: _____

Program: _____

Training Venue : _____

Start Date: _____ Projected End Date: _____

Program Day(s): _____ Program Time(s): _____

Head Coach: _____ Contact Email: _____

Which Return to Sport Training webinar did each coach attend?

Coach First and Last Name	Training Webinar Date

Names of athletes that have confirmed they can follow all protocols and would like to participate:

Athlete First and Last Name

Please confirm that you or your designate have satisfied the following safety considerations prior to the first practice.

- I have read and understood the SOBC Return to Sport Plan. I understand that the Return to Sport Plan and protocols will be updated regularly and will stay up to date on all changes.
- I have worked with the Local to ensure that all participants are registered and have signed waivers for the current year.
- I have the COVID-19 Declaration forms and Participation Agreements from all athletes and coaches attending practice, and have immediate emergency contact information should someone need to leave immediately.
- I will provide ongoing education to athletes about the importance of physical distancing, hand hygiene, return to sport expectations, and reducing touch points.
- I have a PPE Kit including the following items:
 - Sanitizing wipes and/or sanitizing spray
 - Masks (for emergency purposes where physical distancing cannot be maintained)
 - Gloves (to be kept in pocket during practice)
 - Eye protection (ie. goggles or face shields)
- I have defined parameters of the area the program will be held, including areas of entry/exit. This may include cordoning off an area for the program if necessary.
- I will arrive early to prepare a screening station and sanitation station at every practice.
- At the beginning of each practice, I will ensure all athletes and fellow coaches have been screened using the symptom screening protocol.
- I will take all reasonable measures to ensure that all program participants are maintaining a distance of 3 metres between each other from the time they arrive at practice to the time they depart.
- I will sanitize any equipment before putting away after each practice.
- I will ensure each coach has an assigned role during practice to limit unnecessary movement of athletes and volunteers throughout training.
- I understand the role of the program safety volunteer and will ensure that these duties are completed at each practice.
- I will notify SOBC when I am planning to host a competition and follow all competition protocols. I understand that SOBC will need to approve this plan before the competition can take place.

Please share with us any program details you think are helpful for SOBC to know when reviewing your Return to Sport Program Application:

APPENDIX E

SPECIAL OLYMPICS BC 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:

- Does not knowingly have COVID-19.
- Is not experiencing any known symptoms of COVID-19, such as fever, cough, shortness of breath, or feeling unwell.
- Has not travelled internationally during the past 14 days.
- Has not, in the past 14 days, knowingly come into contact with someone who either:
 1. has COVID-19,
 2. has known symptoms of COVID-19, or
 3. is self-quarantining after returning to Canada.
- 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:

- 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.
- Follow the guidelines and protocols mandated by Special Olympics for COVID-19.
- Take the following actions if they experience any symptoms of illness, such as a fever, cough, difficulty breathing, shortness of breath, or feeling unwell:
 - immediately tell a representative of the organization of the symptoms,
 - identify everyone with whom they had contact at the organization’s events, programs, activities or facilities, the symptoms experienced; and
 - 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 British Columbia 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

HEALTH SCREENING TRACKING FORM

Program: _____

Program Location/Venue: _____

Screening Designate Name: _____ **Signature:** _____

The Program Safety Volunteer must ask participants all of these questions (verbally and reinforced through visuals and explanations where appropriate). If the participant can answer NO to all of these questions, enter NO in the Screening Result Column. If the participant needs to answer YES at any time, enter YES.

1. Do you have COVID-19?
2. Are you feeling sick? Do you have a fever, cough, or shortness of breath? (If the participant is experiencing any known symptoms of COVID-19, they must immediately leave the event.)
3. In the past 14 days, have you come into contact with someone who:
 - a) has COVID-19?
 - b) has known symptoms of COVID-19?
 - c) is self-quarantining after returning to Canada?
4. Have you travelled outside of Canada during the last 14 days? If yes, 14-day isolation is mandatory – please call the emergency contact and send them home immediately.
5. Everyone needs to physically distancing during this practice. Is there any reason why you can't practice physical distancing today?

ATHLETE/COACH	Waiver signed & submitted	Declaration signed & submitted	Date	Screening Result	Date	Screening Result	Date	Screening Result

G1. SOBC ATHLETE PROGRAM PARTICIPATION AGREEMENT

Return to Sport Expectations for Athletes

This form has been developed to help athletes understand what is expected of them during Special Olympics BC's Return to Sport. The goal is to ensure that athletes are properly prepared and have a safe, positive experience.

Athletes who want to return to sport programs must have a family member, caregiver, volunteer, or emergency contact that is able to review the below guidelines with them.

We want Return to Sport to be a safe and positive experience, but we understand that it will also be a unique one and may not be the most suitable experience for all athletes. It is important to do an honest appraisal as to if an athlete will be able to cope in the environment below. Although athletes will be supervised and supported by an assigned coach, this is generally on a 3:1 ratio and athletes will need to manage many aspects of the guidelines relatively independently.

ATHLETE NAME: _____

LOCAL: _____

SPORT: _____

The completed form must be returned to the Head Coach.

Please confirm the athlete will be able to meet the requirements as listed.

Athlete participating **MUST** be a currently registered athlete with Special Olympics BC, having completed the current registration and medical form. If there have been any recent medical changes, the coach must be notified prior to participating.

Athlete participating **MUST** have a contact that is available by phone during their sport practice time, in the event they need to be called immediately.

Contact's Name: _____

Contact's Phone #1: _____

Contact's Phone #2: _____

Requirements to Participate:

Athlete must be familiar with and abide by all SOBC requirements before starting programs. They must take any required training prior to starting. (Coaches will contact athletes to review all expectations before the program starts.)

- Athlete must always understand the guidelines around physical distancing and abide by those guidelines while at the sport practice (Keeping three metres (nine feet) away from others).
- Athlete must understand the purpose of physical barriers to separate athletes from the public during programs, and must be able to independently stay within these barriers. (i.e. cones or markers may be used to cordon off area to be used for training.)
- Athlete must understand that failure to observe physical distancing risks the closure of the facility and all programs, and as such, if you can't keep your distance from others, you will be asked to leave practice and may be suspended from future participation.
- Wearing masks is required of all participants in all indoor programs (except swimming). Any participants who need to apply for an exemption for medical reasons are asked to contact SOBC staff at covid@specialolympics.bc.ca.

Consider your own risk - if you are at higher risk of experiencing serious illness from COVID-19, consider limiting or avoiding participation in the sport activities for the time being.

Personal Hygiene Expectations:

- Athlete must be willing to wash or sanitize their hands when asked throughout the duration of the sport practice.
- Athlete must understand and be physically able to cover mouth and nose with a disposable tissue or the crease of your elbow when you sneeze or cough.
- No handshaking, high fives, hugging etc. from arrival at the program until departure.
- Do not assume that washroom facilities will be open at any training facility, so you must use a washroom before you arrive. If washrooms are available/open, coaches will provide direction on use.

Program Arrival/Departure

- Athlete must have transportation, or mode of transportation, that does not force them to loiter for long periods of time at the training venue before and/or after practice.
- Athlete must understand if they arrive prior to the coaches, they need to remain a reasonable distance from the point of entry, as well as physically distancing from any other athletes or individuals that may also be waiting.
- Athletes will be asked to wait until coaches tell them to enter the program area.
- Athlete agrees to go through a health screening with their coach prior to each practice. Clearance will be recorded by their coach.

Behavior Expectations:

Athlete must be willing to follow all coach direction; if there any behavioral occurrences, the athlete will be asked to leave immediately and not return for the duration of the practice season.

Athlete must display a positive, calm behaviour for the duration of the program. To reduce liquid droplets in the air, no yelling or spitting.

Personal Items:

Athlete must be able to bring their own water bottle and any requested equipment. If they are comfortable and prefer to wear a mask, they must bring their own.

Prior to every practice, ask yourself if you are feeling sick or experiencing any of these symptoms:

- Fever, chills, cough or worsening of chronic cough, shortness of breath, sore throat, runny nose, loss of sense of smell or taste, headache, fatigue, diarrhea, loss of appetite, nausea and vomiting, or muscle aches.

You should not come if:

- You are not feeling well or experiencing **any** of the symptoms above;
 - someone in your household has COVID-19 or is showing symptoms of COVID-19;
 - you have traveled outside of Canada within the last 14 days; or
 - someone in your household has traveled outside of Canada within the last 14 days.
-

As a parent, caregiver/guardian, emergency contact, or volunteer of the above athlete, you state that you have reviewed the return to sport expectations with this athlete and that they understand them and have the ability to follow them without support.

I hereby state that this athlete has been informed of and can abide by the expectations and protocols above.

Parent, guardian, caregiver, volunteer signature

Date

I state that I understand and can meet the above expectations & and protocols.

Athlete signature

Date

G2. SOBC COACH PROGRAM PARTICIPATION AGREEMENT

Return to Sport Expectations for Coaches

This form has been developed to ensure the understanding of coach expectations for Special Olympics BC's Return to Sport Protocol.

Our intent is that Return to Sport is a safe and positive experience, but we understand that it will also be a unique one and may not be the most suitable experience for all. It is important to do an honest appraisal as to if a coach in a program you are willing to participate within the below circumstances. The goal of this document is to ensure that as a volunteer, safe and appropriate protocols are in place to provide a positive Return to Sport experience.

VOLUNTEER NAME: _____

LOCAL: _____

SPORT: _____

The completed form must be returned to the Local Coordinator.

Please confirm that you will be able to meet the following requirements.

Coach participating **MUST** have completed the current Special Olympics BC registration forms for this season.

Coach must have a contact that is available by phone during the sport practice time, in the event they need to be called immediately.

Contact's Name: _____

Contact's Phone #1: _____

Contact's Phone #2: _____

Stated Protocol to Follow:

Must review the Return to Sport Plan and attend all required Return to Sport training.

Must follow municipal and provincial mandates for all facilities. Where there is a discrepancy between the facility and SOBC directives, protocol will be decided by the directive with a higher level of protection and safety.

APPENDIX H

IMMEDIATE EMERGENCY CONTACT LIST

All participants must have a contact that is available by phone during their sport practice time, in the event they need to be called immediately.

Participant: _____
Contact's Name: _____
Contact's Phone #1: _____
Contact's Phone #2: _____

Participant: _____
Contact's Name: _____
Contact's Phone #1: _____
Contact's Phone #2: _____

Participant: _____
Contact's Name: _____
Contact's Phone #1: _____
Contact's Phone #2: _____

Participant: _____
Contact's Name: _____
Contact's Phone #1: _____
Contact's Phone #2: _____

Participant: _____
Contact's Name: _____
Contact's Phone #1: _____
Contact's Phone #2: _____

Participant: _____
Contact's Name: _____
Contact's Phone #1: _____
Contact's Phone #2: _____

APPENDIX I

POSITIVE CASE TIMELINE

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

*If the VP, Sport is unavailable, notify the CEO

APPENDIX J

Special Olympics British Columbia

the “Organization”

PARTICIPATION WAIVER AND PROMOTIONAL MEDIA OPT-OUT FORM

What this form is

This form is the agreement between you and Special Olympics needed when you participate in Special Olympics programs and activities as an athlete or volunteer. It contains:

1. Important terms to ensure the safety and well-being of all participants, and to protect Special Olympics.
2. The opportunity for you to opt out of allowing Special Olympics to use promotional media.

In this document, “Special Olympics” refers to Special Olympics Canada, to the provincial and territorial chapters of Special Olympics in Canada, to Special Olympics International, and to all the agents, employees, and volunteers of each of these organizations.

Please check the appropriate box:

I _____ (first name, last name) am the age of majority in my province or territory. I am registering as a Special Olympics athlete and signing this waiver on my own behalf.

I _____ (first name, last name) am the age of majority in my province or territory. I am registering as a Special Olympics volunteer and signing this waiver on my own behalf.

I am the parent or legal guardian of _____ (first name, last name), an athlete/volunteer (please circle the appropriate role) who is under the age of majority or who is not capable of giving legal consent on their own. I am signing this waiver on behalf of the person named above.

What you need to do before you sign this form

Before you sign this form, please carefully read all of the following terms and conditions. If you have any questions about what any of the terms and conditions mean, please ask the staff at the registration desk (for in-person registration) or contact us at registration@specialolympics.bc.ca

This form must be completed and signed by a person who has legal capacity to consent, or by the parent or guardian of a person under the age of majority or who otherwise does not have the capacity to provide legal consent on their own.

PART 1: HEALTH AND SAFETY

Terms and conditions for ALL athletes and volunteers

1. I understand that Special Olympics activities involve health and safety risks, and that Special Olympics, its coaches, volunteers, venues, staff, and agents cannot reasonably remove these risks. By signing this form, I agree to accept all risks associated with being present at or participating in Special Olympics activities. I also state and understand that Special Olympics relies on my statement that the person named on this participation waiver is physically and mentally fit to participate in all activities in which they are registered.
2. I agree that the person named on this participation waiver is required to follow the Special Olympics Code of Conduct at all times. I also agree that Special Olympics has the ongoing right to revise the Code of Conduct, and that the athlete/volunteer is bound by the most up-to-date version of the Code. I also understand that the Code of Conduct applies everywhere that Special Olympics programs and activities are taking place, including where an athlete/volunteer is a spectator and when travelling to and from events.
3. Has the athlete/volunteer named on this participation waiver:
 - a. ever been convicted of any criminal offence (including as a youth under the Youth Criminal Justice Act);
 - b. ever been convicted of any offence under the laws of another country that would be a criminal offence in Canada;*
 - c. ever been charged with a criminal offence (unless those charges ended with acquittal or an absolute discharge)?*

Please confirm: Yes No Name: _____ (first name, last name)

[*IMPORTANT: If you answered yes to any of the statement, please contact SOBC Vice President, Sport, Lois McNary to discuss the individual situation after you sign this form. An individual's participation will depend on the specific terms of the case. Contact Lois McNary via email at lmcnary@specialolympics.bc.ca or cell at 604-616-1341.

4. I agree that I will inform Special Olympics right away if the athlete/volunteer named on this participation waiver is charged with any criminal offence, and that Special Olympics may request a criminal background check of the athlete/volunteer at any time. I also agree and that if the athlete/volunteer has a criminal record or pending criminal charges against them, Special Olympics may suspend or remove them from participation, whether or not the charges are in any way connected with Special Olympics.
5. I agree that Special Olympics may accept or not accept the registration of new athletes and volunteers for any reason. I also agree that Special Olympics may suspend or remove anyone registered in Special Olympics activities or programs for any reason. This includes any conduct that, in the opinion of Special Olympics, poses a risk to the comfort or safety of the person themselves or for others. I further agree that Special Olympics has the right to remove anyone (including parents and spectators) from Special Olympics venues for any of the following reasons:
 - (a) In the opinion of Special Olympics, the person has breached the Code of Conduct.
 - (b) The safety of the person or other participants is at risk.
 - (c) The person has failed to follow the principles of fair play and respect for all athletes, coaches, and volunteers.

6. I authorize Special Olympics to arrange for medical and hospital treatment and to take any action advised by a licensed medical professional for the emergency care and treatment of the athlete/volunteer if the emergency contact person designated in the person's application is unable to provide consent in a timely manner.
7. By signing this Participation Waiver, either for myself as an athlete or volunteer, or as the legal guardian on behalf of an athlete or volunteer, I agree:
 - (a) That I release Special Olympics from all legal liability associated with attending or participating in all Special Olympics activities to the maximum allowed by law. This release extends to the agents, staff, directors and officers, coaches, athletes, sponsors host, venues and other participants of Special Olympics (called the "Special Olympics Parties").
 - (b) That this release is made for the person signing this form, the athlete or volunteer, and all their heirs, dependants, and estates (called the "Participant").
 - (c) That I give up the right of the Participant to make any claim of any description against the Special Olympics Parties including any claim for damages of any kind associated with the athlete/volunteer participating in Special Olympics activities.
8. I confirm that I understand and accept full responsibility for the risks and dangers that are inherent in participating in Special Olympic events. These include, but are not limited to, the potential of the following:
 - (a) Bodily injury or illness (including contracting COVID-19).
 - (b) Exposure to or infection with COVID-19 or other communicable illnesses by being close to or in contact with individuals, surfaces, equipment, fixtures, or other objects that may be infected.

I agree that I give up the right of the Participant, to the maximum extent permitted by law, to make any claim against the Special Olympics Parties relating to any illness or injury. I also agree that the Special Olympics Parties will have no liability relating to any illness or injury suffered by the Participant.

Additional terms and conditions for volunteers concerning privacy policy

9. I acknowledge that I, as a volunteer, may have access to the confidential personal information of others while carrying out volunteer duties. I agree to regularly review and stay up-to-date on the latest version of the Privacy Policy of Special Olympics available [here](#), and will follow that policy at all times when handling personal information. I agree that breaching the Privacy Policy is grounds for my immediate removal as a volunteer.

PART 2: PROMOTIONAL MEDIA OPT-OUT

What is promotional media?

Special Olympics creates promotional media, which includes getting photographs, videos, interviews, and images of program and event participants. Special Olympics shares these images and stories with the public to help the public learn more about the Special Olympics movement, to gain support from sponsors and others, and to help them grow the Special Olympics movement and to keep it thriving.

What does it mean to opt out?

By participating in Special Olympics events, you are giving permission to Special Olympics to include you in promotional media as they see fit. This includes using your picture, words or voice (or those of the person for whom you are signing as parent or guardian).

If you do not wish Special Olympics to use your picture, words or voice in promotional media, you may opt out by checking the box and signing below. If you opt out, you (or the athlete or volunteer for whom you are signing as parent or guardian) may still participate in Special Olympics.

NOTE: Special Olympics promises to make every effort to ensure that you, or the athlete/volunteer for whom you are signing, are not included in promotional media. Special Olympics may not be able to prevent other media and people from making and using images of athletes or volunteers at our events.

Only complete this section if you do NOT want to allow Special Olympics to use your picture, words or voice in any promotional media. If opting out, please check the appropriate box and sign below.

I do not want Special Olympics to use my picture, words or voice in promotional media.

I am the parent or legal guardian of _____ (first name, last name). I do not want Special Olympics to use their picture, words or voice in promotional media.

Date: _____

Name: _____

Signature: _____

PART 3: SIGNATURE

This is a legal document and by signing it you are giving up any right you have to make any claims against Special Olympics. You are also acknowledging that you will abide by all of the Organization's policies and procedures as posted on their website. If you are signing as a guardian for someone else, you are giving up that person's right to make any claims against Special Olympics. You are also acknowledging that the athlete/volunteer will abide by all of the Organization's policies and procedures. Please check the appropriate box and sign below.

I am an athlete or volunteer. I confirm that I understand and agree to the terms and conditions in this Participation Waiver.

Date: _____

Name: _____

Signature: _____

I am a parent or guardian providing consent on behalf of the athlete or volunteer named on this participation waiver. I confirm that I understand and have explained the terms and conditions in this form to the athlete/volunteer 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 listed on this form. I

understand that Special Olympics is relying on my statement to be true 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 Participation Waiver form without legal authority to do so.

Date: _____

Name: _____

Signature: _____

APPENDIX K

RESOURCES

SUPPORTING PSYCHOLOGICAL WELL-BEING OF PARTICIPANTS

[Special Olympics BC Fact Sheet](#)

PROVINCE OF BRITISH COLUMBIA

B.C.'s Restart Plan: https://www.scribd.com/document/460236402/B-C-s-Restart-Plan-Next-Steps-to-Move-Through-the-Pandemic#fullscreen&from_embed

PHO Orders: <https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/current-health-topics/covid-19-novel-coronavirus>

BC COVID-19 Self-Assessment Tool: <https://bc.thrive.health/covid19/en>

DISINFECTANTS

Health Canada List of Disinfectants for use against COVID-19:

<https://www.canada.ca/en/healthcanada/services/drugs-health-products/disinfectants/covid-19/list.html>

BCCDC Cleaning and Disinfecting:

http://www.bccdc.ca/HealthInfoSite/Documents/CleaningDisinfecting_PublicSettings.pdf

POSTERS

Physical Distancing: http://www.bccdc.ca/Health-ProfessionalsSite/Documents/COVID19_PhysicalDistancingPoster.pdf

Hand Washing:

http://www.bccdc.ca/HealthProfessionalsSite/Documents/COVID19_Handwashing%20Poster_MD%20Offices.pdf

Putting On and Removing Masks: http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19_SurgicalMaskPoster.pdf

VIDEOS

Physical Distancing: <https://www.youtube.com/watch?v=j4AkiCgXtLc>

Proper Hand Washing: https://www.specialolympics.org/videos/proper-hand-washing-techniques?_ga=2.171957728.1374998168.1592851629-1722470243.1592851629

Wearing a Non-Medical Mask or Face Covering: <https://www.youtube.com/watch?v=qvLA--hGU70&feature=youtu.be>

NON-MEDICAL MASKS AND FACE COVERINGS

Government of Canada: <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/prevention-risks/about-non-medical-masks-face-coverings.html>

BC Centre for Disease Control: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks/masks>

CONTACT

If you have any questions relating to this plan, please don't hesitate to reach out to:

covid@specialolympics.bc.ca

This email address is being monitored by SOBC Vice President, Sport Lois McNary, SOBC Sport Manager Helen Cheung, and SOBC Program Manager Michelle Cruickshank for timely responses.