



RESPONSE ACTION PLAN GUIDE

GUIDELINES FOR ALL SOCCER ORGANIZATIONS

Every organization should establish a Response Action Plan to assist their Return to Soccer Plan. In most cases, the Provincial or Territorial Government (or Health Agency) or in some circumstances, the Municipal Government will have outlined the process for such a plan. However, in the absence of that, Canada Soccer, with the assistance of its Sport Medicine Committee, has created the following template for Member Associations and their Clubs and Organizations to use as a guide in establishing a Response Plan.

Designated COVID-19 Single Point of Contact (SPOC)



Designate a staff person to be responsible for responding to ALL COVID-19 concerns. All coaches, staff, officials, and families should know who this person is and how to contact them.

Consistent with Federal and Provincial/Territorial privacy regulations, acts, laws, etc. - coaches, staff, officials, and families of players should self-report to the SPOC if:

- A) they have symptoms of COVID-19, or
- B) a positive test for COVID-19 is recorded, or
- C) were exposed to someone with COVID-19 within the last 14 days.

Advise Sick Individuals to Stay Home



Sick coaches, staff members, officials, or players should not return until they are well enough based on Public Health Agency of Canada and Provincial / Territorial Health Authority guidelines.

Isolate and/or Transport Those Who are Sick at Club Activities



Make sure that coaches, staff, officials, players, and families know that sick individuals should not attend a club activity, and that they should notify club officials (*the SPOC*) if they (staff) or their child (families) become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case.

Isolate and/or Transport Those Who are Sick at Club Activities



Coaches, staff, officials, and players with COVID-19 symptoms (i.e., fever, cough, shortness of breath) at any club activity must be immediately separated and isolated. Individuals who are sick should go home or to a healthcare facility, depending on how severe their symptoms are, contact their Family Physician, and follow [Health Agency guidance for caring for oneself](#) and others who are sick. Individuals who have had [close contact](#) with a person who has symptoms should be separated and sent home as well. If symptoms develop, individuals and families should follow Health Agency guidelines for caring for oneself and others who are sick.

Isolate and/or Transport Those Who are Sick at Club Activities



Establish procedures for safely transporting anyone who is sick to their home or to a healthcare facility. That means having parent contact information readily available; parents within a safe, socially distanced but easily accessible waiting area; or if you are calling an ambulance or bringing someone to the hospital. If calling an ambulance, please alert them that the person may have COVID-19.

Clean and Disinfect Areas



Close off areas used by a sick person and do not use these areas until after cleaning and disinfecting them (for outdoor areas, this includes surfaces or shared objects in the area).

Ensure safe and correct use and storage of cleaning and disinfection products, including storing them securely away from children.

Notify Local Health Officials and Close Contacts



In accordance with Federal, Provincial and Territorial privacy and confidentiality laws and regulations, the SPOC should notify local health officials, Provincial or Territorial Associations, club staff, officials, and families immediately of any case of COVID-19 while maintaining confidentiality in accordance with applicable laws and regulations.

SPOC should work with local health officials to develop a reporting system (e.g., letter) to notify health officials and close contacts (logs and/or contact tracing information) of cases of COVID-19.

Notify Local Health Officials and Close Contacts



The Provincial and Territorial Health agencies and their Contact Tracing procedures will be responsible for advising those who have had [close contact](#) with a person diagnosed with COVID-19 and determine whether someone should stay home and self-monitor for symptoms. Members of the club should continue to self-monitor for symptoms.

The SPOC must notify the Provincial or Territorial Association of any cases of COVID-19.

A weekly reporting system should be instituted for SPOC to advise the Provincial or Territorial Association of any cases of COVID-19, suspected cases, and where athletes or staff have been refused admittance to any training session. Even if there are no suspected cases, a 'nil' report should be required.