



COVID-19 & RETURN TO RINGETTE COACHES INFORMATION PACKAGE

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INTRODUCTION

This document should be used in conjunction with the most current version of [Ringette Canada's National Direction for Return to Ringette](#), [Ringette Alberta's Supplement](#) as well as the [Alberta Government's Guidance for Sport, Physical Activity and Recreation- Stage 2](#). The purpose of this document is to provide Alberta-specific outlines of safety protocols and requirements to assist PRA coaches, team staff, and safety officers to safely Return to Ringette. Failure to comply may result in the cancellation of our Local Ringette Season.

This document is the current as of its publication date. It meets the health and safety requirements of the Government of Alberta at the time and aligns with Ringette Canada's National Direction for Return to Ringette, this document will be updated and published to the Ringette Alberta and PRA websites.

The information in this document is not a substitute for professional medical advice, diagnosis, or treatment. The knowledge and circumstances around COVID-19 are changing constantly and Ringette Alberta recommends that the [Government of Alberta COVID-19 site](#) be accessed for the most up to date information.

WHO TO CONTACT WITH PRA

Specific questions regarding PRA COVID-19 Safety Protocols can be directed to: Jes Midgett - Association Safety Officer

E: Jessica.midgett@gmail.com

C: 780-307-8346

Other questions can be directed to our Executive Board Members- contact information for these individuals can be found on our website at <http://www.pembinaringette.ca/executive>.

DEFINITIONS

PHYSICAL DISTANCING	PARTICIPANTS	TEAM	COHORT	MINI-LEAGUE	SANCTIONED ACTIVITY OR EVENT
Maintaining a 2m distance between yourself and others, or between people from different households/cohorts. During moderate to intense physical activity, a distance of 3m is recommended.	For the purpose of this document, any individual participating in ringette activities; coaches, officials or athletes/players	Typical grouping within an association. Restrictions.	A group of people who cannot maintain physical distancing (do not remain 2 m apart); a closed group who participate in the same sport or activity. You may only participate in 1 Ringette Cohort and it is recommended that you only participate in 1 Sport Cohort at a time.	Another name for cohort; groups of teams which practice or play amongst themselves, up to 50 people under stage 2 of the Alberta Government Relaunch Strategy. Teams in different mini-leagues may not play one another.	Ringette Alberta has approved the activity or event. If the activity or event is sanctioned, the bylaws and policies of Ringette Alberta apply and Ringette Canada's liability and accident insurance is in effect. MEMBERS OF RINGETTE ALBERTA MAY NOT OPERATE UN-SANCTIONED EVENTS OR ACTIVITIES.

COACHES RESPONSIBILITIES- COVID-19 SAFETY

- ◆ Be familiar with provincial and local health guidelines and adhere to them.
- ◆ Review the Return to Ringette plans from Ringette Canada and Ringette Alberta.
- ◆ Be familiar with facility guidelines and requirements.
- ◆ Host an information meeting with parents/guardians/participants to review health and safety guidelines, on-ice and off-ice programming, and to allow for questions (virtually is preferred).
- ◆ Ensure parents and spectators are following all guidelines set out by AHS, RAB, and the local municipality. See section on Facility Use Guidelines and Spectators.
- ◆ At all times during both on-ice and off-ice sessions, team staff are responsible for ensuring that athletes are adhering to physical distancing guidelines from provincial authorities and facility operators.
- ◆ Encourage participants to minimize their time in or around the facility.
- ◆ Follow Ringette Canada, Ringette Alberta and government guidelines for best practices related to on- and off-ice activities.
- ◆ Assist other team staff in meeting requirements as needed during ringette activities while on or off the ice.
- ◆ Communicate that players are not to share equipment, water bottles or food.
- ◆ Ensure all participants sanitize their hands upon entry of the facility.
- ◆ Immediately bring breaches of protocol to the association so they can rectify the situation.
- ◆ Assist participants who become symptomatic at any sanctioned event, following the PRA COVID-19 Rapid Response Plan.
- ◆ Ensure an adequate supply of masks, gloves, and disinfectant are available at all events.
- ◆ Familiarise yourself with the Ringette Alberta Consequences document.

RAMP TEAM APP & DAILY ALBERTA HEALTH CHECKLIST

All players and coaches must be registered through the RAMP system and sign either a COVID-19 Assumption of Risk (for minors) or COVID-19 Waiver (18+) before attending any ice times. You can register by following this link <http://pembinaringette.rampregistrations.com/>

Ringette Alberta has worked with RAMP Interactive to add the [COVID-19 ALBERTA HEALTH DAILY CHECKLIST](#) to their team app. The RAMP Team App will include a reporting function for contact tracing in the event an individual in ringette tests positive for COVID-19. All participants **MUST** complete their checklist and sign off no more than 24 hours prior to their event/activity. Participants will not be permitted to attend any activities if they answer “Yes” to any questions or if they do not complete this assessment prior to their arrival at the facility.

An individual participant is under no obligation to inform sport organizations or other participants, coaches, instructors, officials or volunteers of the reason for missing a practice or game.

ASSOCIATION AND TEAM SAFETY OFFICERS

Association Safety Officer

As per Ringette Canada and Ringette Alberta, The Pembina Ringette Association (PRA) has appointed an Association Safety Officer who is responsible for overseeing and monitoring the local Return to Ringette Guidelines (based on the Ringette Alberta Return to Ringette plan) in addition to specific facility regulations and protocols. This individual is responsible for ensuring that all relevant information is shared across the membership in a timely fashion.

Specific responsibilities of the Safety Officer (or his/her delegate) may include but are not limited to:

- ◆ Accessing the latest available information and guidance on the COVID-19 outbreak (e.g., Health Canada websites, provincial health departments and local public health authorities).
- ◆ Liaison with Ringette Alberta to facilitate updates related to their Return to Ringette Guidelines and to fully understand the consequences of non-compliance.
- ◆ Liaison with local facilities to confirm guidelines, protocols, and updates.
- ◆ Ensuring teams are following the prevention guidelines set by Alberta Health Services, Ringette Alberta, and the Pembina Ringette Association, as well as any facilities and leagues.
- ◆ Maintaining Activity Logs that list all participants attending and/or participating in every ringette-related activity. The logs must be kept on file for at least 6 weeks.
- ◆ Collecting and maintaining documents (including attendance sheets, waivers, assumption of risk forms, and declaration of health forms / attestations).
- ◆ Reminding Team Staff that unsanctioned activities are not permitted.
- ◆ Ensuring that any COVID-19 cases are reported to the appropriate public health authority, Ringette Alberta, PRA, league, and facility.

In addition to the responsibilities outlined in the Ringette Canada guidelines, the Association Safety Officer is responsible for:

- ◆ Adding each team and/or cohort to the RAMP InterActive Team App
- ◆ Assigning each team and/or cohort a Safety Officer(s)
- ◆ Ensure these Safety Officers are completing their responsibilities as described in the next section.

Team Safety Officer- RAMP TEAM APP

In Alberta, each team and/or cohort also requires a TEAM Safety Officer. The Team Safety Officer will not have contact with any participants unless they are also a coach. The duties of the team safety officer are as follows:

- ◆ Adding ALL events and participants (players, coaches, officials) to the Team App in RAMP (Association Safety Officer will assist).
- ◆ Ensure all participants complete their COVID-19 Health Checklist prior (24 Hours Maximum) to participating in any sanctioned event.
- ◆ Remove team members who are marked available for an event but do not attend.

FACILITY USE GUIDELINES – TOWN OF WESTLOCK - 09/08/2020

Please refer to the Town of Westlock Facility Use Guidelines posted on our website for more information, any updates to these guidelines will be shared with coaches by the Association Safety Officer. Please note that facility guidelines may differ for each municipality.

Please follow these steps for each of your ice times in Westlock:

- ◆ Coaches are to meet players at their assigned entrance. This should be communicated via the Team Chat or email ahead of time. Players must remain in their vehicle until their designated entrance time. The Spirit Centre is asking that players not be late for ice times, as they are trying to eliminate the possibility of groups coming in contact with each other in the hallways and lobby. **If a player will be late, they are asked to use caution when entering the facility to get to the dressing rooms.**
- ◆ Take attendance and ensure Daily Health Assessments have been completed by all participants including coaches prior to entering the facility. Late participants must immediately check in with the coach before entering the dressing room or ice surface.
- ◆ Lead all players to the designated dressing room (sanitize hands upon entry). Only individuals identified in the cohort are permitted into the facility.
- ◆ If a male coach enters the dressing room they must be accompanied by a female coach. Male coaches are to never be alone in the dressing room alone with players.
- ◆ Warm ups are not allowed outside of the dressing room.
- ◆ Participants will have 30 minutes prior to ice time and 30 minutes after their time has concluded. Please come as dressed in as much gear as possible and leave dressing room time for skate tying.
- ◆ When your ice time is done please go directly to your dressing room. You must leave the facility within 30 minutes of the end of your ice time. Congregating in hallways and lobby is discouraged.
- ◆ Participants should immediately exit the facility. To minimize large groups in the facility, older players can reunite with family members in the parking lot.

DRESSING ROOMS – WESTLOCK SPIRIT CENTRE

- ◆ **Dressings rooms are Cohort Team Staff and Players ONLY as per Ringette Alberta.** Anyone who is not included in the cohort is not permitted in participant spaces, this includes dressing rooms. If a participant requires assistance from someone outside their ringette cohort, the participant must remove to a space when they can physically distance from the ringette cohort.
- ◆ **An exception may be made, on occasion and as required, to provide for supervision in a dressing room.** This supervisor must be registered Team Staff, must wear a mask, and must maintain physical distancing.
- ◆ Dressing room times and user numbers will be controlled by the facility. It will be important to respect all facility controls so adequate cleaning and disinfecting can be done.
- ◆ Each team will be assigned two change rooms per ice booking to try and provide as much social distancing as possible.
- ◆ Please note that it is highly recommended that athletes arrive fully dressed as change rooms are only available 30 minutes before and after ice sessions.
- ◆ Players should not shower at the facility.

- ◆ It is recommended that all players and especially U10 and Active Start Players dress at home if they require assistance. Skates, helmets and gloves can be put on after arrival at the rink.

SPECTATORS & PARENTS – TOWN OF WESTLOCK FACILITIES

- ◆ Spectators are allowed in designated areas of the Westlock Rotary Spirit Centre. Enter through the same door as your player and proceed directly to the arena seating areas.
- ◆ No one outside of the cohort is permitted on the bench during practices or games.
- ◆ The Government of Alberta strongly recommends that spectators wear masks. Some municipalities will have bylaws mandating the use of non-medical masks inside their facilities. Ringette Alberta members and participants must comply with these directives.
- ◆ As per the Guidance for Sport, Physical Activity and Recreation – Stage 2 Provincial documents, cheering and yelling is strongly discouraged.
- ◆ Restrictions on the number of spectators, and the total length of time groups are permitted in arena spaces is the decision of the municipality or facility.
- ◆ Visiting groups will follow all protocols and restrictions in our facility.
- ◆ Facility information will be available online or by calling the facility for further information.

NON-COHORT TEAM STAFF

- ◆ Non-cohort team staff are permitted at U14, U16, U19, Open and the NRL provided all the following conditions are met:
 - ◆ Non-cohort team staff must be identified* in advance and remain designated as such for the duration of the cohort.
 - ◆ The Rule of 2:
 - Must be adhered to at all times
 - During competition, there must be a minimum of 2 certified** and screened coaches from within the cohort on each players' bench
 - Non-cohort team staff may not enter the dressing room.
 - Non-cohort team staff may not access the players' bench during competition.
 - At all other times, non-cohort team staff must physically distance (3 metres during athletic activities)
- *Ringette Alberta will determine this process
**Requirements currently under review
- ◆ 3. Masks should be worn by all non-cohort team staff, however, wearing masks will not be considered an alternative to the physical distancing requirement.

HYGIENE & SANITIZATION

Prevention Kit: In addition to the required equipment in each participants ringette bag, consider adding the following prevention kit:

- ◆ Personal protective mask
- ◆ Latex (or equivalent) disposable gloves
- ◆ Alcohol-based hand sanitizer containing at least 60% alcohol
- ◆ Tissue
- ◆ Personal water bottle labelled with first and last name for all coaches and players.
- ◆ Skate guards, plastic preferred
- ◆ Separate cloth bag for helmet and gloves after practice
- ◆ Practice jersey & Practice Pants- Should be washed after each use

Hygiene & Sanitizing Fundamentals

WASH HANDS WITH SOAP AND WATER FOR AT LEAST 20 SECONDS

- ◆ Coaches must communicate proper hygiene practices in advance to all participants.
- ◆ Promote strict hand hygiene (washing and sanitizing) before and after ringette activity.
- ◆ COVID-19 enters the body through the eyes, nose or mouth (not through the skin) when an individual touches their face.
 - Attendees should refrain (to the extent possible) from touching their eyes, nose, mouth and face during activities.
- ◆ Respiratory etiquette is important to prevent the spread of droplets that may contain the COVID-19 virus. Attendees should refrain from spitting and clearing their nasal passages during activities. Sneeze or cough into your elbow.
- ◆ Limit celebration gestures or customs during activities (e.g., handshakes, high fives, fist bumps, chest bumps, hugs) that bring attendees within 2 metres or promote physical contact.
- ◆ Use alcohol-based hand sanitizer containing at least 60% alcohol if soap and water are not available. It is recommended that all participants bring their own hand sanitizer to all ringette activities.
- ◆ Team Staff must bring their own coaching equipment: boards, cones, etc. and sanitize it after every session. All teams must carry sanitizing wipes and hand sanitizer in their equipment bags.
- ◆ Clean and sanitize team equipment (i.e. rings, pylons, etc.) after every session.
- ◆ Athletes, parents and coaching assistants should avoid handling equipment with their bare hands. Ringette sticks can be used to move equipment.
- ◆ Attendees should proactively and regularly monitor for symptoms. Symptomatic individuals are prohibited from participating.
- ◆ Participants shall not share any equipment (including sticks), water bottles, or food.

On The Ice

- ◆ Equipment should not be shared, except for the ring.
- ◆ If the ring is shared for activities, the following must be implemented:
 - Handled only with a ringette stick
 - No touching with hands or playing gloves
- ◆ Coaches, athletes and officials should keep rings, equipment and other ringette-related objects in a clean, separate space in their own homes.

- ◆ Each coach, player and official MUST have his/her own labeled water bottle and his/her own towel (if they choose to bring one). Sharing is not permitted.
- ◆ Athletes should take water breaks in small groups and not as an entire team. They must not spit water onto the ice or the bench and should avoid spraying water into their mouths.
- ◆ Team staff should send activity plans to athletes at least 12 hours in advance to avoid close gatherings around white boards and to make the most of limited ice time.

ATTENDING TO AN INJURED ATHLETE

Per Ringette Canada Guidelines

- ◆ The Trainer/First Aider is required to wear at all times while attending to an athlete: ➤ A Mask and Surgical gloves
- ◆ The protective gear must be changed if soiled.
- ◆ Wash or sanitize your hands regularly, according to public health guidelines.
- ◆ Disinfect highly touched surfaces (scissors, treatment table/chair, etc) before and after any intervention. If you cannot ensure effective disinfection, refrain from using such tools.
- ◆ Encourage athletes to remove tape on their own at home.
- ◆ Restrict access to the first aid kit
- ◆ Ensure that you have the updated emergency action plan (EAP) according to the most recent instructions in relation to COVID-19. When necessary, review updates to protocols with parents, athletes and coaches.
- ◆ Ensure the coaches, athletes and parents are following the guidelines concerning COVID-19 screening as prescribed by your provincial ringette association and/or public health authority.
- ◆ Ensure the Rapid Response Plan is followed in the event of a suspected case of COVID-19.

PRA RAPID RESPONSE PLAN - COVID19

Pembina Ringette Association (PRA) is required to have a Rapid Response Plan in place to manage symptomatic/sick participants. Participants are defined as players, coaches, or officials. The following are guidelines for coaches, Safety Officers, parents and guardians for participants who are sick or showing symptoms of COVID-19. It is important to remember that public health authorities and advice from physicians must be followed in any situation where a participant is sick. More information can be found on the Alberta Health Services- [GUIDANCE FOR SPORT, PHYSICAL ACTIVITY AND RECREATION – STAGE 2.](#)

If an attendee becomes sick ([see Symptoms](#)) while participating, the following requirements apply:

- ◆ **INFORM THE COACH**
 - Participants must immediately inform the coach if they begin to feel ill or show symptoms of COVID-19.
- ◆ **PUT ON A MASK**
 - While preparing to immediately leave the facility or event, symptomatic/sick individuals should perform proper hand hygiene, put on a non-medical face mask, and maintain at least 2 meters

distance from others. Anyone assisting or caring for this individual must also put on a mask. Guidance for wearing of non-medical face masks can be found [here](#). Infographic on How to Wear a Non-Medical Mask can be found [here](#).

◆ **GO HOME, ISOLATE, AND CONTACT AHS**

- Parents/guardians are advised and will immediately take the participant home to begin isolation. If the participant is an adult, they will leave immediately if well enough to drive. If there is a delay in leaving the facility, they should find an area to isolate. Public transportation like buses, taxis, or ride sharing should be avoided.
- Participants should contact their physician or the Alberta Health Services line at 8-1-1 and follow isolation requirements of public health authorities.

◆ **SANITIZE & DISINFECT**

- Once the symptomatic individual has left the facility or event, all surfaces and areas with which the individual may have come in contact with should be disinfected. All participants should immediately sanitize their hands.

◆ **CONTINUING WITH THE ACTIVITY/EVENT**

- Provided that the guidance in the [GUIDANCE FOR SPORT, PHYSICAL ACTIVITY AND RECREATION – STAGE 2](#) is being followed, there is no need to cancel an activity, or postpone the undertaking of a cohort group or mini-league, in the event that an individual becomes sick. Team officials should immediately consider and record the names of all participants in which the sick individual has been in contact. This information may be necessary to assist public health officials if the sick individual later tests positive for COVID-19.

If a Participant advises Team staff they are not feeling well or have symptoms of COVID-19 and will not be attending.

An individual participant is under no obligation to inform sport organizations or other participants, coaches, instructors, officials or volunteers of the reason for missing a practice or game.

- ◆ Participants should contact Alberta Health Services line at 8-1-1 and follow isolation requirements of public health authorities.
- ◆ Any participant with suspected or confirmed COVID-19 should not return to ringette until all public health authority steps have been completed.
- ◆ If a participant is confirmed to have COVID-19, refer to the section regarding positive testing communication.

Positive Test of COVID-19

Important! If a sick participant (or their parent/guardian, if the participant is a minor) elects to inform a team/ringette association that they have been diagnosed with COVID-19, the individual informed shall seek the sick participant/their guardian's consent to contact public health authorities in order to obtain advice on communication with other potentially impacted participants. The sick participant (or their parent/guardian if the participant is a minor) should be asked to advise Public Health of this consent. Explain the communication will take place and NEVER disclose the sick person's name.

- ◆ If an attendee tests positive, AHS will only request information about the attendee’s participation in sport, physical activity or recreation if it is deemed that a potential exposure is likely to have occurred during such activity.
 - When interviewing a person who has tested positive, AHS public health investigators will determine if there are close contacts that should be made aware/notified based on the period of infectivity and the organization’s compliance with public health guidance. This might involve a call to the team representatives or players, but only if necessary.
 - An individual participant is under no obligation to inform sport organizations or other participants, coaches, instructors, officials or volunteers of:
 - the reason for missing a practice or game,
 - if they are pursuing COVID-19 testing, or
 - the results of a COVID-19 test.
- ◆ Organizations and team officials should be respectful of the privacy and sensitivity of every participant’s personal health information at all times, and comply with relevant requirements set out in Alberta’s Health Information Act.

CONSEQUENCES- RINGETTE ALBERTA- August 20, 2020

To ensure the safety of all participants and to reinforce the importance of following the return to ringette protocols, the following have been approved by the Ringette Alberta Board of Directors. Participants should expect unannounced and random verification.

- ◆ An activity that is sanctioned as physically distanced, but violates the physical distancing requirement*, will have its sanctioning withdrawn immediately and all participants taking part will be suspended from all ringette activities for 14 days.
- ◆ An individual who is supposed to physically distance from a cohort and who violates that requirement is immediately suspended for 14 days. Those from the cohort who were present at the time of the violation must be isolated from the rest of the cohort for 14 days (they are not suspended and can continue to participate, i.e., practice / train but may have no contact with the rest of their cohort).
- ◆ Where a cohort violates the requirements of being a cohort (e.g., more than 50, moves individuals in and out of the cohort, other) all members of that cohort are immediately suspended for 14 days.
- ◆ All games must be scheduled through the authorized body**. No 'self-scheduled' games permitted. Violation of this requirement will result in a 14-day suspension for all participants scheduled for or taking part in that activity.
- ◆ All ringette activities must be entered in the RAMP Team App (or alternative approved by Ringette Alberta). When an activity takes place, which was not entered into the RAMP Team App (or approved alternative), and therefore attestations*** were not recorded as required, all participants in that activity will be immediately suspended for 14 days.
- ◆ Where a participant takes part in an activity but has not completed the attestation, all participants in that activity, defined by attendance and/or indicating their intent to participate and / or completing their attestation, are suspended for 14 days.
- ◆ Second offense for any of the above results in a 30-day suspension.
- ◆ Third offense for any of the above results in a suspension for the remainder of the 2020-21 season.
- ◆ Suspensions will be communicated to the authorised body and Group Members / Leagues.

* With moderate to intense exercise, 3 metres is the required spacing. All athletic activities will be considered moderate to intense.

**NAWRA, CORA, BGL, Chinook League or, when these leagues are not applicable, another predetermined / authorised body.

***Attestation = completing attendance confirmation and health check questions When scheduling has included a change of cohorts, and a suspension overlaps the timing of this change, the suspension must be completed prior to joining a new cohort.

RESOURCES

RINGETTE CANADA COVID-19 RESOURCES HUB-

<https://www.ringette.ca/covid-19-resource-hub/>

RINGETTE ALBERTA RETURN TO RINGETTE RESOURCES

<https://ringettealberta.com/return-to-ringette/>

PEMBINA RINGETTE ASSOCIATION- RETURN TO RINGETTE/COVID-19 RESOURCES

<https://www.pembinaringette.ca/covid>

GOVERNMENT OF ALBERTA GUIDANCE FOR SPORT, PHYSICAL ACTIVITY AND RECREATION- STAGE 2

<https://www.alberta.ca/assets/documents/covid-19-relaunch-sports-physical-activity-and-recreation.pdf>

GOVERNMENT OF ALBERTA- COVID-19 INFORMATION FOR ALBERTANS

www.alberta.ca/covid19

VERSION HISTORY			
Date	Version	Updated By	Notes
09/07/2020	Draft_09/07/2020	Kelley Hudson	
09/08/2020	V1.0_09/07/2020	Kelley Hudson	Updated Lethbridge Rink Procedures
09/10/2020	V1.1_09/10/2020	Kelley Hudson	Requirement of Sick Note Removed from Rapid Response Plan- Per RAB
09/13/2020	V1.1_09/13/2020	Jes Midgett	Alterations specific to Pembina Ringette Association
10/01/2020	v.1.1_10/01/2020	Jes Midgett	Updates to reflect new WSRC procedures

