

## **COVID-19 Phase 2-3 Safety Plan – Citywide Youth Athletics *Track and Field Safety Plan for Competition Meets***

The City of Seattle is working hard to protect the Health and Safety of its employees. This safety plan and checklist has been designed for staff's protection while engaging in designated or assigned work related to the City of Seattle's Tennis Center operations and/or activities, and in effort to comply with the guidelines detailed in the **Washington State Governor's Covid -19 Requirements for Sporting Activities** and other existing safety and health laws.

The Citywide Youth Athletics Track & Field is a 5-day operation and houses a unit that has staff that fall under the Phase 1, 2, 3- Low Risk Sports. Under the guidance from Seattle Parks and Recreation Safety Office, the Citywide Youth Athletics staff has created an operational plan that follows the strict requirement of the Governor's "Roadmap to Recovery" requirements.

### **Requirements:**

- A site-specific COVID-19 Supervisor shall be designated for the event to monitor the health of employees and presenters as well as to enforce the COVID-19 safety plan.
- Employees will be educated about coronavirus, how to prevent transmission, and policies related to COVID-19. SPR's COVID-19 training is available on Cornerstone and covers this requirement.
- Frequent and adequate hand washing with adequate maintenance of supplies will be met with single use disposable gloves where safe and applicable, to prevent transmission on tools and shared items. The gloves will be discarded after a single use.
- A housekeeping schedule that includes frequent cleaning and sanitizing with a particular emphasis on commonly touched services will be established.
- A minimum six-foot separation in all interactions will be pursued. When strict physical distancing is not feasible for a specific task, other prevention measures will be used such as barriers, minimization of staff and presenters in narrow, enclosed areas and staggered breaks, and work shift starts.
- Personal protective equipment (PPE) will be provided to all staff and presenters such as gloves, goggles, face shields and face masks as appropriate or required to employees for the activity being performed. **Cloth facial coverings must be worn by every individual at the location unless their exposure dictates a higher level of protection under Department of Labor & Industries safety and health rules and guidance.**
- All employees, program participants, and officials will be screened for signs/symptoms of COVID-19 when they arrived at the facility. Anyone not passing the screening will be sent home.

A site-specific COVID-19 Supervisor and Monitor has been assigned and trained to be onsite for the event. Staff have been briefed on who the monitor is, what the expectations are at the beginning of shift and throughout their work shift. Staff are aware that their shift begins by following the self-screening protocol, followed by a COVID-19 screening when they arrive at their designated park. Lead staff will stagger staff's start times to avoid a line at the screening entry point.

The assigned Monitor will do the mandatory evaluation of each employee's health prior to starting work onsite and enforcement of the COVID-19 protocols detailed in the city wide standard.

They have the authority to stop work/correct working conditions on a job site due to non-compliance with the protocols. The monitor will keep all information confidential and will notify their supervisor, the Safety and Health Team/HR using the [PKS\\_Covid19@seattle.gov](mailto:PKS_Covid19@seattle.gov), if they have to send staff home or if they have to stop a job.

The Monitor will provide all staff at the sites contact information at the start of the program. The monitor will provide direction in the field to ensure staff are following the guidelines at the sites and will identify and locate any hazards and notify the staff after conducting the screening. (such as aggressive animals, homeless encampment, blind spots, or restrooms). The monitor will conduct the dispatch meetings to reiterate and updated COVID-19 protocols.

#### COVID-19 Site Supervisor

1. Seattle Parks and Recreation (SPR) will designate on-site COVID-19 Supervisor for all hours of operation. The supervisor must be present during all activities.
2. The designated on-site COVID-19 Supervisor will provide the proper PPE and cleaning supplies for the staff and officials assigned to the facility
3. Ensure staff knows all entrance, rally points and safe exits
4. Identifies/Provide handwashing stations
5. Identifies/Provide access to bathrooms and sani-cans
6. Identifies/Provide spot marking for 6ft away social distancing
7. Identifies/Provide hand sanitizer (when soap and water is not available)

**Site Specific Covid-19 Person's name:** (print) \_\_\_\_\_

**Is their information posted in a visible area:**

Yes  No

**Daily dispatch meeting conducted:**

Yes  No

### **Citywide Youth Athletics Track & Field Operational Plan for Competitive Meets:**

On behalf of the City of Seattle Parks and Recreation Youth Athletics Unit, we would like to offer a safe, low cost, and active Track and Field program. Our goal is to offer athletic programs that gets the youth moving safely while staying within the safety guidelines recommended by the Center for the Disease Control (CDC) and World Health Organization (WHO). Also, the ultimate mission is to give our youth, especially those in our most underserved communities the opportunity to be active during this pandemic and to improve their well-being and adjusting back to normal. Below you will find the Track and Field safety plan for competitive meets in which all coaches will be trained to execute by the CYA staff.

### **The Citywide Youth Athletics mission also includes:**

- Provides safe opportunities for the kids to be active, be fit, and be healthy.
- Reduce sedentary behavior which is attributable to childhood obesity.
- Remove economic barriers to participation in youth sports.
- Bring our youth closer together through common interests in sportsmanship and competition.
- Teach sportsmanship, teamwork, and accountability, build character and discipline and love of sports.
- Encourage the players to have respect for the sport, others, and themselves safely.

### Lowell Berry Meet: May 2021

The Citywide Youth Athletic unit plans to open the West Seattle Stadium on Saturdays beginning May 1. This plan will host multiple track meets (2 to 3) within the same day. Each team will be scheduled to compete every weekend with staggered schedule times.

- There will be a maximum of 50 participants per team/site
- There will be a maximum of 3 teams competing per meet
- Maximum of 20 officials/staff will be on site during the track meet
- A maximum of 5 coaches per team are allowed in the stadium
- Track meets will be held on Saturdays from 9am to 5pm
- Each class will be a maximum of 1 hour. With a 30-minute transition period between classes
- Teams will be given their scheduled meet time prior to the start of the season
- Some races may alternate in order to stay on schedule
  - Examples: 3000, 1500, 200, and 400, will be held every other Saturday
- Lowell Berry Invitational Meet will be in replace of Citywide Championships

**Safety Measures:** Following the governors current COVID-19 guidelines, the following safety measures have been designed to keep our participants, coaches, and staff safe.

- Due to the facility capacity limitations, there will be no more than 190 people in the stadium
- All Track and Field Programs will have a maximum of 50 kids per team
- Coaches will be provided with all necessary PPE material including (hand sanitizer, masks, thermometers, and gloves).
- CYA staff will have PPE on site additional support
- Ages for the Track and Field program will be 7-18 years old.
  - No Fleas (5-6) will compete this 2021 Track and Field season
- Each community Center must have a minimum of 5 coaches per team
  - Ratio 1 coach per 10 kids
- Coaches and their leads have received video training on how to conduct Covid19 Health screening before being assigned to a facility.
- The head coach or a trained staff member will act as the Covid-19 monitor on this site for their team.
- There will be a Covid-19 monitor at the entry point of the facility to screen all staff, program participants and/or volunteers
- The entry point screener will be required to review the eleven symptoms and ask the four question before conducting a health screening (temperature check) of each person entering the stadium. Coaches must provide a pre-loaded sign-in roster to cross match with coaches and athletes.
- **Parents/spectators will not be allowed inside of the stadium (live streaming will be an option).**
- Masks will be required for everyone entering the facility
- All Volunteer Coaches must be registered with the Park's Volunteer Coordinator
- Athletes will be allowed to remove their mask during competitions (only)
- Out of order sign will be placed on outdoor water fountain, bottled waters will be provided to the participant before the meet.
- Designated Park's staff will be assigned to wiping down touch points and monitoring choke points throughout the meet. Sani-cans will be order and staged to minimize the expected choke points of participants needing to use the bathroom. Staff will frequently spray down the units
- There will be a 30-minute transition period for teams scheduled to compete
  - Teams should arrive no earlier than 30 minutes before there scheduled meet as we are trying to limit field capacity (Schedules will be provided)
- Coaches will ensure and remind participants to social distance throughout the duration of the competition, to remain in their designated area when they are waiting for their event, and to properly wearing of mask
- Sanitizer stations must be provided around the field/facility.
- CYA staff will create an area where an isolation tent will be set-up for emergency, such as heat injuries, or an individual starts to exhibits symptoms of Covid-19.
- All athletes, coaches, officials, volunteers, and other staff will be denied entry if any of the following questions result in a positive response (answer is Yes):
  - If anyone is currently experiencing any of the 11 symptoms such as: Fever or Chills, Cough, Shortness of Breath or Difficulty in Breathing, Fatigue, Muscle or Body Aches, Headache Recent onset of loss of taste or smell, Sore Throat Congestion Nausea or vomiting and Diarrhea

- Within the past 14 days have you had contact with anyone that you know had COVID-19 or COVID-like symptoms? Contact is defined as being 6 feet (2 meters) or closer for more than 15 minutes with a person or having direct contact with infectious fluids from a person with confirmed COVID-19 (for example being coughed or sneezed on).
- If they have had a positive COVID-19 test for active virus in the past 10 days?
- Within the past 14 days, has a public health or medical professional told you to self-monitor, self-isolate, or self-quarantine because of concerns about COVID-19 infection?

**Facial Coverings:** - Low contact outdoor sports athletes allowed to remove facial coverings for training and competitions. Facial coverings must be worn by athletes when not actively training or competing. Coaches, trainers, and officials must wear face coverings at all times.

Moderate contact outdoor sports athletes allowed to remove facial coverings for competitions. Facial coverings must be worn by athletes when training or when not actively competing in a game or match against another team or when on the bench waiting to play. Coaches, trainers, and officials must wear face coverings at all times.

Officials and referees supervising low or moderate contact outdoor competitions allowed remove their facial coverings if officiating requires them to run in the field of play. –

Facial coverings required for all high contact sports, indoor and outdoor for all participants, including coaches, trainers, and officials. - Facial coverings required for all moderate contact indoor sports for all participants, including coaches, trainers, and officials. –

Low contact indoor sports may remove facial coverings during competitions. Facial coverings must be worn by athletes when training or when not actively competing. –

Facial coverings required for all the situations described above with the following exceptions: - Competitive cheerleading and dance with contact (tumbling/stunting/flying) - Gymnastics (while on the different apparatuses, tumbling) - Watersports

**Long Jump:** To facilitate physical distancing, maximum of eight athletes per event will be imposed. It is important to know that there is no known method to ensure sand pits are properly sanitized. The following precautions will be taken during practice times:

- Athletes must sanitize their hands before and after each jump.
- Avoid getting sand in their eyes, nose, and mouth.
- The sand pit will be fully turned and raked after each athlete jumps
- Equipment's such as rakes measuring tapes will be managed by one dedicated individual coach.

**Running Events:** To facilitate physical distancing, only half of the lanes are to be used, leaving a free lane between each athlete.

**Throwing Events:** Due to the higher risk of transmission, Seattle parks and Recreation will eliminate all throwing events.

- Starting blocks will not be allowed during meets of practice
- No relays be allowed during the 2021 Track and Field season.
- Runners will be allowed to compete without wearing a mask (while competing only).

**First Aid:** SPR will provide staff with safety equipment for the season. This will include disposable gloves, eye protection, face shields, whistles, bag valve mask (BVM) with virus filtration, and reusable and disposable face masks for first aid. These items should not be shared.

### **EMPLOYEE/PROGRAM PARTICIPANTS HEALTH SCREENING**

This screening should be completed at the start of the workday on-site by the COVID 19-Monitor before an employee/staff, coach, official or a program participant is permitted to enter:

#### **1. Health Screening Questions**

*(NOTE: If any employee answer “Yes” to any of the following questions in 1A, 1B, 1C, 1D or testing in section 2B confirms employee has a fever, that employee will be sent home and will be instructed to contact HR for further directions on their options. Employees may not return to the worksite until at least 10 days have passed since symptom onset, and at least 24 hours have passed since resolution of fever without the use of fever reducing medications; and other symptoms have improved).*

**A.** Do you have any of these symptoms that are not caused by another condition?

- |  |  |
|--|--|
| ▪ Fever or Chills                                | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Cough  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Shortness of Breath or Difficulty in Breathing | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Fatigue  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Muscle or Body Aches                           | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Headache                                       | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Recent onset of loss of taste or smell         | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Sore Throat                                    | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Congestion                                     | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Nausea or vomiting                             | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Diarrhea                                       | <input type="checkbox"/> Yes <input type="checkbox"/> No |

**B.** Within the past 14 days have you had contact with anyone that you know had COVID-19 or COVID-like symptoms? Contact is defined as being 6 feet (2 meters) or closer for more than 15 minutes with a person or having direct contact with infectious fluids from a person with confirmed COVID-19 (for example being coughed or sneezed on).

**C.** Have you had a positive COVID-19 test for active virus in the past 10 days?

**D.** Within the past 14 days, has a public health or medical professional told you to self-monitor, self-isolate, or self-quarantine because of concerns about COVID-19 infection?

#### **2. Entry Point Temperature Screening**

**A.** Must occur after questioning from section 1.

- Must occur utilizing a ‘no contact/no touch’ style thermometer.
- Thermometer must be disinfected between each use.

**B.** Is the Individual’s Temperature  $\geq 100.4^{\circ}\text{F}$   Yes  No

**If no symptoms are present and fever is negative, employee can enter and perform work following all social distancing, COVID-19, and workplace safety practices.**

#### **3. If an employee/program participant develops any of the symptoms listed in section 1A during the event:**

**A.** They must immediately notify the site COVID 19 Monitor and/or their Supervisor.

- They should do this with their assigned coach and/or back it up with an email from home from the parent.
  - B. They must immediately be sent home following the health screening NOTE in Section 1.
    - SPR staff should reach out to SPR HR options at [PKS\\_COVID19@seattle.gov](mailto:PKS_COVID19@seattle.gov)
    - Supervisor is to notify SPR HR that the staff member went home.
- 4. Outside of work.**
- A. If employee develops symptoms (see section 1) outside of work hours, they should report to their supervisor via phone or email. They should also contact SPR HR at [PKS\\_COVID19@seattle.gov](mailto:PKS_COVID19@seattle.gov) for leave options.
  - B. Employees may not return to the worksite until at least 10 days have passed since symptom onset, and at least 24 hours have passed since resolution of fever without the use of fever reducing medications; and other symptoms have improved.

## **EMPLOYEE PERSONAL PROTECTIVE EQUIPMENT REQUIREMENTS**

- 1. Face Covering (includes paper masks & cloth masks)**
  - A. Face coverings must be used in accordance with Washington Department of Health guidelines, or as required by Washington Department of Labor & Industries (L&I) safety rules.
  - B. Must be worn coincidingly with social distancing (physical separation of  $\geq 6'$  between workers).
    - If workers break the 6' distance standard repeatedly, must meet with others for more than 10 minutes or the job task normally requires use of respiratory protection the employee is required to wear a respirator and will need to be in the respirator program. Contact the Safety and Health Team if you need to be in the program.
- 2. Eye Protection**
  - A. Is required to be worn by every employee at all times while on-site or performing of any construction, landscape/outdoor maintenance or industrial work and must be Z-87 impact rated.
  - B. For all other sites, while conducting a health screening eye protection or Face Shield is required when checking in the person.
- 3. Gloves**
  - A. Are required to be worn by every employee at all times while on-site or performing of any construction, landscape/outdoor maintenance, or industrial work.
    - a) Type of gloves worn should be appropriate to the task i.e., Leather glove use with a chain saw, chemical resistant gloves with chemicals, etc.



- b) If gloves are not typically required for the task, any gloves may be used (at a minimum nitrile gloves).
- B. Must be worn at all times at drop in sites (at a minimum nitrile gloves).
- C. Must be worn while conducting health screenings (at a minimum nitrile gloves).
- D. Must be worn at all times when using chemicals. Gloves must be rated for the protection based on the Safety Data Sheet requirements for PPE.

#### **4. Hand Washing**

- A. Hand wash stations must be made available on all landscape/outdoor maintenance sites.
- B. Employees are required to wash hands frequently with soap and water and following any restroom use, food prep and consumption, sneezing, coughing, or blowing of nose.
- C. If hand washing is not available immediately, the use of a hand sanitizer with either 60% ethyl or 70% isopropyl alcohol must be utilized until employee can utilize soap and water to wash hands.

### **WORK AREA**

#### **1. Cleaning and Disinfecting of work area**

- A. Employees are responsible for the daily cleaning and disinfection of their workspace including desks, vehicles, tools, and equipment on site.
- B. An EPA/Department of Health approved cleaning agent is to be utilized.

#### **2. Signage on site**

- A. Self-Assessment (See Employee Health Screening section)
- B. Hygiene Practices
- C. Disinfecting procedures
- D. Social distancing
- E. COVID-19 Exposure, Mitigation, and Recovery Plan
- F. Site COVID-19 Safety Plan

- 3.** Identification of choke points (areas where social distancing standard will not be met) and a work plan to avoid these hazard. This must occur by the Site Monitor at the beginning of each day with employees and program participants, but if new or additional choke points are recognized please notify the Monitor so they may correct them.



### EMPLOYEE/PROGRAM PARTICIPANTS HEALTH SCREENING

This screening should be completed at the start of the workday on-site by the COVID 19-Monitor before an employee, coach or a program participant is permitted to enter:

#### ENTRY POINT CHECKLIST:

A. Do you have any of these symptoms that are not caused by another condition?

- |  |  |
|--|--|
| ▪ Fever or Chills                                | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Cough  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Shortness of Breath or Difficulty in Breathing | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Fatigue  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Muscle or Body Aches                           | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Headache                                       | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Recent onset of loss of taste or smell         | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Sore Throat                                    | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Congestion                                     | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Nausea or vomiting                             | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| ▪ Diarrhea                                       | <input type="checkbox"/> Yes <input type="checkbox"/> No |

B. Within the past 14 days have you had contact with anyone that you know had COVID-19 or COVID-like symptoms? Contact is defined as being 6 feet (2 meters) or closer for more than 15 minutes with a person or having direct contact with infectious fluids from a person with confirmed COVID-19 (for example being coughed or sneezed on).

C. Have you had a positive COVID-19 test for active virus in the past 10 days?

D. Within the past 14 days, has a public health or medical professional told you to self-monitor, self-isolate, or self-quarantine because of concerns about COVID-19 infection?

**If you answered yes to any of the above questions please step away from this entry point and return to your vehicle.**

If you are a **SPR employee**, please step away from this entry point and call your supervisor/lead from your vehicle. They will instruct you of your options. You might be experiencing some COVID 19 symptoms, and we would like to protect you and your co-workers.

If you are a **participant, or vendor** and have read the screening questions A through D and answered yes to any of them you will not be allowed access to this facility. Please call your contact person to notify and reschedule your appointment.

## CHECKLIST REMINDERS FOR PROGRAM STAFF WORKING OUTSIDE

### Before I enter the facility:

#### Do I have my:

- Eye protection  Yes  No, better go get it
- Hand protection  Yes  No, better go get it
- Hearing protection  Yes  No, better go get it if needed
- Hand Sanitizer:  Yes  No, better go get it
- Cloth/Disposable Mask  Yes  No, better go get it

### While on the worksite, will there be any place to wash my hands with soap and water frequently:

- Do I have a bottle of water  Yes  No
- Do I have access to a bar or liquid soap  Yes  No
- Is there a comfort station near  Yes  No,
- Did I notify the Lead  Yes  No,
- Are there any gloves available  Yes  No,

### If I do not have access to a hand washing station, do I at least have access to hand sanitizer with at least 60% ethyl or 70% isopropyl Alcohol content that I can use until I get to a station?

- Yes
- No, I may just need to leave this site and report it to my supervisor or the COVID 19 Monitor.

### Do I know who the COVID-19 site Monitor is today?

- Yes
- No, contact your supervisor

Date: \_\_\_\_\_ Site: \_\_\_\_\_  
Monitor: \_\_\_\_\_

	Time	Parks/ ARC/ Other	Name (if writing name please Print Name clearly)	Employee ID#	Pass/ Fail	No Tap?	Notes- (Phone # or Other City Dept. Name – way to contact person if needed)
1					P / F		
2					P / F		
3					P / F		
4					P / F		
5					P / F		
6					P / F		
7					P / F		
8					P / F		
9					P / F		
10					P / F		
11					P / F		
12					P / F		
13					P / F		
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19					P / F		
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