



Chesterfield County, Virginia

Department of Parks and Recreation

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804-748-1623 – Fax: 804-751-4131 – www.chesterfield.gov/parks



Chesterfield County Parks and Recreation Guidelines Relating to COVID-19 for Athletic Facilities **Indoor Basketball Programs within Schools**

Chesterfield County Parks and Recreation is committed to ensuring the health and safety of all citizens as we respond to the constantly changing situation surrounding COVID-19. The department is continuing to take appropriate actions consistent with directives from the Virginia Governor's Office, CDC, and the Virginia Department of Health.

All questions related to COVID-19's impact on athletic programs should be directed to either the Athletics Manager, Bill Carlson at 241-8485 or the Director of Recreation, Bob Smet at 748-1623.

Co-sponsored groups, leagues, organizations:

- Will receive updated guidance as it is received by the department
- Sign and acknowledge Return to Play Protocols (below) and distribute to all teams, managers, coaches, players/parents, participants, instructors, officials/referees prior to the resumption of activities. All organizations must comply with these protocols as well as all state and local orders and regulations
 - Signed protocols should be emailed back to Ronnie Hobson at hobsonr@chesterfield.gov
- Currently all games, scrimmages, or tournaments require Parks and Recreation approval. Evaluation for approval will consider all of Virginia's phased reopening guidelines currently in effect and the activities ability to comply with social and physical distancing requirements.
- Daily screenings (completed by parents/guardians and/or coaches/instructors) should begin at least two weeks before the start of practices or programs and should include the following questions:
 - Is the participant currently experiencing fever (100.4 degrees Fahrenheit or higher) or a sense of having a fever?
 - Is the participant currently experiencing a new cough that cannot be attributed to another health condition?
 - Is the participant currently experiencing new shortness of breath that cannot be attributed to another health condition?
 - Is the participant currently experiencing new chills that cannot be attributed to another health condition?
 - Is the participant currently experiencing a new sore throat that cannot be attributed to another health condition?
 - Is the participant currently experiencing new muscle aches that cannot be attributed to another health condition or specific activity (such as physical exercise)?
 - Is anyone in the participant's household sick?
 - Has the participant had contact with anyone who has tested positive for COVID-19 in the last 14 days?
- If a participant answers "yes" to any of the questions above at any time before or during the activity, he/she will not be allowed to attend the activity and must stay home. The participant or his/her parent or guardian should immediately notify the league and department (Bill Carlson 241-8485 or Ronnie Hobson hobsonr@chesterfield.gov) that the participant will not be attending because of illness.
- Participants should continue daily self-screenings for the duration of said program using the questions listed above. If a participant answers "yes" to any of the questions above, he/she will not be allowed to attend the activity. The participant or his/her parent or guardian should immediately notify the league, program organizer, or instructor and department that they will not be attending.
- If a participant or someone in his or her household becomes sick with COVID-19 symptoms or is exposed to someone experiencing symptoms or who has tested positive, the participant or their parent or guardian should immediately notify the league, program organizer, or instructor and the department.
- If a participant, coach, official, etc. falls ill during an activity, it will be unknown if the illness is COVID-related. The ill participant should be isolated from the group immediately. A participant's parent/guardian should be notified to come pick them up as soon as possible. Isolation areas should be sanitized after 24 hours according to CDC guidelines. Any equipment or gear used by the ill participant should be sanitized after 24 hours. If this is not feasible, wait as long as

possible to sanitize the equipment to minimize risk of exposure. Indoor facilities will be closed for a minimum of 48 hours after a possible exposure.

- If a participant tests positive for COVID-19, the league or program organizer will also need to notify all participants within their program and any outside teams or leagues that could have come in contact with positive participant and provide proof of this correspondence to the Parks and Recreation Department. Send all correspondence to Ronnie Hobson at hobsonr@chesterfield.gov
- The Health Department is automatically notified of any COVID-19 positive test in the area. Leagues/Groups should keep the department updated on mitigation and prevention strategies.
- If a participant, coach, official, etc. test positive for COVID-19 within 14 days after the end of an activity, please notify Ronnie Hobson at hobsonr@chesterfield.gov

Co-sponsored Groups Responsibilities:

- Face Masks must be worn at all times indoors by parents, coaches, instructors, spectators, etc.
- Program participants/players must wear face masks when not actively participating in the program, or once they are off the court and out of the area of play
- If a participant (player, participant, coach, parent, official, spectator) or someone in his or her household becomes sick with COVID-19 symptoms or is exposed to someone experiencing symptoms or who has tested positive, the league/group representative should:
 - Report the issue to parks and recreation by calling Bill Carlson at 241-8485 or Ronnie Hobson hobsonr@chesterfield.gov; please have as much information as possible such as the day that the person may have become infected; what field(s) or school facility was used, or team(s) they would have played on or against; what steps the infected person has taken, etc.
 - The Health Department is automatically notified of any positive COVID-19 test in the area. Leagues/Groups should keep the department updated on mitigation and prevention strategies.
 - Notify all participants/coaches/officials/parents/instructors within your program and any outside teams or leagues that could have come in contact with positive participant and provide proof of this correspondence to the Parks and Recreation Department.
 - All correspondence can be emailed to Ronnie Hobson at hobsonr@chesterfield.gov
 - Ensure that positive participants take necessary pre-cautions in relation to your league; positive participants should not be involved with practices, games, etc. until proper quarantine period is over
 - Health Department and CDC links can be found below

Parks and Recreation Department Responsibilities:

- Ensure that all co-sponsored groups have received, reviewed and signed the Return to Play Protocols
- Keep up to date records of all reported cases via spreadsheet (Ronnie Hobson will track spreadsheet)
- Notify Assistant Director of Recreation, Director, Assistant Director of Parks, Chief of Parks, park employees that work in the specific district, all rovers, and any other employees that may have worked near the facility in question
- Notify School(s) and school facility scheduler immediately of any possible positive cases listed from above.
 - CCPS custodial support will be responsible for full sanitization of infected areas
- On case by case basis: close the facility or gym in question for at least 48 hours or until proper disinfection of the area can occur
- Ensure that league/group representative have notified all participants within the program and file all correspondence for future reference
- Notify all other user groups using common facilities

Virginia Department of Health <https://www.vdh.virginia.gov/coronavirus/local-exposure/>

804-318-8207

CDC <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

Resources to Print and Display:

CDC Symptoms English

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

CDC Symptoms Spanish

<https://espanol.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

CDC Printable Flyer English

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs.pdf>

CDC Printable Flyer Spanish

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs-sp.pdf>



Return to Play Protocol, General Guidelines for all Leagues/Sports/Co-sponsored Groups



League/Program Organizer	Coach/Instructor	Parent	Player/Participant	Parks & Recreation Dept.
<ul style="list-style-type: none"> • Distribute and post Return to Play protocols • Be sensitive to parents that may be uncomfortable with returning to play • Train and educate coaches, officials and members on return to play protocols • Provide adequate gym space for social distancing • Adhere to state and local guidelines • Masks must be worn at all times indoors by parents/coaches/instructors • Participants must wear masks when not actively participating in the program, or once they are off the court and out of the area of play 	<ul style="list-style-type: none"> • Follow all Return to Play protocols • Inquire how participants are feeling. If they are not feeling well, send them home. • Ensure all participants have their own individual equipment • Coach/Instructor is the only person to place/pick-up/ touch cones, equipment • Ensure all equipment is sanitized before and after practice/ game • Ensure drills/practices provide for adequate social distancing • Respect player's/parent's decisions that may not feel comfortable returning to play • Adhere to state and local guidelines 	<ul style="list-style-type: none"> • If you are not comfortable with returning to play, DON'T. You are the only one who will make the decision to return to play • Check child's temperature before coming to any practice/ game • Ensure all equipment (balls, batons etc.) are sanitized before and after practice/game • Notify program organizer/ instructor immediately if your child becomes ill for any reason • Supply your child with individual sanitizer • Adhere to social distancing requirements • Ensure your child has plenty of water/snacks • Adhere to state and local guidelines 	<ul style="list-style-type: none"> • If you are not comfortable with returning to play, DON'T • Adhere to Return to Play Protocols • Wash hands thoroughly before and after practice/ game • Wash and sanitize personal equipment after every practice/ game • Do not share water, food, or equipment • Respect and practice social distancing • Place personal equipment, bags, bats, etc. at least 6 feet apart • No high 5's, handshakes, or group celebrations • Adhere to state and local guidelines • Participants must wear masks when not actively participating in the program, once they are off the court and out of the area of play 	<ul style="list-style-type: none"> • Provide Return to Play Protocols to all leagues/ programs and staff • Ensure protocols are being followed • Provide adequate field/ facility space for social distancing • Communicate and posts signs that facilities may not be properly sanitized. • Removal of bleachers as needed • Proper signage placed throughout facilities/fields as needed

Phase 3 (timing consistent with Governor's executive order(s))

- Instructors/Coaches/Participants/Spectators are required to wear face coverings over their nose and mouth
- Program participants/players must wear face masks when not actively participating in the program, or once they are off the court and out of the area of play
- Instructors/Coaches must ensure cleaning and disinfection of shared equipment after each use
- Parks and Recreation Department prohibits the use of any equipment that cannot be thoroughly disinfected between uses (e.g. mats, exercise bands, etc.). Also prohibited: the use of equipment requiring more than one person to operate.
- **School equipment is not to be used at this time. This includes benches, bleachers, chairs, score tables, etc. All equipment needed will need to be provided by the league and sanitized after each game/practice and before teams and spectators enter the gym for the next game/practice.**
- Occupancy must be limited to no more than 30% of the lowest occupancy load on the certificate of occupancy, if applicable, while maintaining a minimum of six feet of physical distancing between all individuals as much as possible. Occupancy refers to the total number of attendees, including both participants and spectators/parents.
- **The total number of spectators cannot exceed the lesser of 30% of the occupancy load or 25 spectators per gym**
- At least six feet of physical distance must be maintained while not actively participating in a sport or exercise. This includes spectators and parents.
- Instructors and all participants of group exercise and fitness classes must maintain at least ten feet of physical distancing between each other at all times while participating in a sport or fitness activity, where practicable. At all other times, at least six feet of physical distance should be maintained, including spectators.
- Daily screenings should be conducted by parents/guardians and/or coaches/instructors as noted within this document
- No sharing of water or equipment
- All shared items must be disinfected between each use to the extent practicable
- Practice/games/ programs should be set with gaps in between to maximize social distancing, allow for proper sanitation, and to maintain occupancy loads
- Post signage at the entrance that states that no one with a fever or symptoms of COVID-19, or known exposure to a COVID-19 case in the prior 14 days, is permitted in the school. (links to flyers can be found on page 2)
- Post signage to provide public health reminders regarding physical distancing, gatherings, options for high-risk individuals, and staying home if sick (links to flyers can be found on page 2).
- Guidelines can change at any time depending on amendments to governor's orders

General Restrictions

- If you or your child is sick or feel sick, STAY HOME
- At risk individuals, youth or adult, STAY HOME
- If you or your child has a temperature higher than 100.4, STAY HOME
- Face Masks must be worn at all times indoors by parents, coaches, instructors, spectators, etc.
- Program participants/players must wear face masks when not actively participating in the program, or once they are off the court and out of the area of play
- No one is to share water, towels, or any equipment. This includes, but is not limited to:
 - Shoes, socks, jerseys/uniforms, pinnies
 - School equipment should not be used at this time

- Practice vests/pinnies; at minimum should be washed after each use; Recommended issuing each player their own individual practice vest/pinnie
- Each player should provide their own equipment or be assigned their own individual equipment by the league/program
 - If the leagues assign individual equipment to a player:
 - This equipment should be kept by the player for the entire season and returned once the season is over
 - Players/parents become responsible for sanitization of equipment while in their possession
- Assign a “station” for each player to place their equipment, that they can return to during breaks
- No centralized hydration/water or refreshment stations (players should bring their own water bottles and/or snacks for personal use only)
- Team water jugs and refreshments stations are not allowed; water fountains should not be used unless filling a personal water bottle
- Spectators/Parents/Guardians should be limited, must wear face coverings indoors and must maintain minimum social distancing, as defined by the CDC.
- Make sanitizing options available
 - Hand sanitizer, disinfectant wipes to be used to wipe down all equipment
- Respect for each individual’s choices must be a priority. If a participant wishes to wear a face mask during play this should be allowed, and accommodations made if needed.
- No high fives, fist bumps, or team huddles
- Report all incidents, illnesses, etc. to both the league/program organizer and the Parks and Recreation Department by calling (804) 241-8485 or hobsonr@chesterfield.gov

Basketball Restrictions:

- A team e-mail must be sent to all teams, team managers, coaches, players/parents, and officials/referees prior to the opening of the season. This e-mail should include 1) this document “Indoor Basketball Return to Play Protocol”; 2) explain that only 25 spectators are allowed in the gym per game and encourage all event attendees to practice social distancing; 3) explain that any person who is experiencing symptoms of sickness will be prohibited from attending the venue of play; and 4) make clear that all posted and published local- and state-regulated guidelines shall be followed and can change at any time
- Provide adequate court space for social distancing
- **The total number of spectators cannot exceed 25 spectators per gym or 30% of the occupancy load, whichever is less (spectators include parents)**
- Each player should bring their own water or snacks as needed and leave in the hallway for use as needed
- Jump balls will be eliminated; suggested to use a coin toss to determine which team is awarded the ball
- No team huddles, no walk outs, time-outs should be limited to the coach and one or two players unless appropriate social distancing practices can be followed
- No high fives, knuckles, handshakes or group celebrations are allowed. This includes shaking hands after the game is completed
- Only coaches should touch cones and team used equipment
- Participant/Coaches/Scorekeeper/Clock Operator benches, tables and chairs may not be available for games or practices. If they are available coaches/league officials would be responsible for sanitizing the above listed items after each game/practice and before teams and spectators enter the gym for the next game. If not available, leagues may provide their own score table and chair(s) and ask players to stand or bring their own chairs. Sanitization of items responsibilities will remain the same.
- Team benches/chairs: social distancing must be practiced; chairs must be spaced out to ensure six feet of social distancing; team benches must be opposite to spectator seating; additional chairs or rows may be added to allow for proper social distancing.
- Bleachers will not be available for practice and/or games. Parents/spectators should stand or bring their own floor appropriate chairs. Parents/spectators should be asked to sit on opposite side of gym as players to allow for social

distancing of actual players. Parents/spectators should follow social distancing and sit at least 6 feet apart unless among the same household.

- During practice, balls should be sanitized frequently, preferably between drills
- During games, balls should be sanitized frequently; preferably at each whistle, time-out, between change of possession, and between each quarter/half, etc.
- After each practice or game, coaches/league officials should disinfect/sanitize any areas used during practice or game. This includes seating, tables, balls, door handles, water fountains, equipment, etc. and ensure that all trash is placed in proper receptacles
- Restrooms will be cleaned throughout the day by school custodians.
- Mandatory breaks of at **least 30 minutes** should be scheduled between each practice and game. This will give players, parents, coaches a transition period to pack equipment, disinfect and sanitize areas, and return to cars while social distancing from the next teams to practice or play games. Coaches/league officials will sanitize all high-touch areas between games and practices.
- All players/parents/spectators should report to their cars after practice or game to allow for facility to be properly sanitized and the next group to come into the school
- Teams (players, coaches, parents) waiting to practice or play the next game should remain in their cars until prior teams have completely left the school. Gym monitors/coaches/league officials should work together to alert others that practices/games have concluded, building has been sanitized and next team is allowed to enter.
- Warm-ups for upcoming games should take place only on court once other teams have departed from prior game; warm-ups should not take place in open areas near an on-going game
- Participants should only be in the gym or nearby restrooms, use of school hallways and other classrooms is strictly prohibited.
- Limit restroom use as a team. Do not send the whole team to use the restroom at once, stagger the amount of players that are sent at one time
- Individual Leagues may also add more regulations and/or restrictions within their rules that should also be adhered to.

I have read and understand the protocols and guidelines above. My organization has sent out information to all teams, team managers, coaches, players/parents, and officials/referees prior to the resumption of activities. This correspondence 1) explained that organizations will comply with all state and local orders/mandates 2) contained the Return to Play Protocol - General Guidelines for all Leagues and Sports; 3) encouraged all event attendees to practice social distancing; 4) explained that any person who is experiencing symptoms of sickness should not enter the venue of play; and 4) make clear that all posted and published state and local guidelines shall be followed.

My signature serves as written acknowledgement of the above.