



Return to Play Protocols

Version 4.2 – September 24, 2020

Skate Ontario Return to Play Protocols (these “Protocols”)

Effective September 18, 2020

These Protocols are Skate Ontario’s rules and policies and are intended to enable a safe return to the sport. These Protocols are based on current Ontario statutes and regulations, current public health requirements and directives, and Skate Ontario’s desire to make our sport safe for all. These Protocols may be updated at any time; please be sure that you are referring to the most recent Version which will be posted from time to time on Skate Ontario’s website at www.skateontario.org. These Protocols are subject to all federal, provincial and municipal laws, regulations, by-laws and orders as they may exist from time to time.

Skate Ontario will communicate in subsequent Versions of these Protocols updated information as it becomes available.

Club and Skating School Operations

Area	Item	Protocol
Club / Skating School Operations CSO – 001	Compliance with regulations	<p>All figure skating activities must adhere to all federal, provincial and municipal laws, regulations, by-laws and orders as they may exist from time to time. This includes but is not limited to compliance with:</p> <ul style="list-style-type: none"> • Physical distancing measures • Health and safety regulations • Size of permitted gatherings • Skate Canada rules, policies and procedures • Skate Ontario rules, policies and procedures • All Safe Sport policies and procedures • Applicable occupational health and safety requirements
Club / Skating School Operations CSO – 002	Compliance with these Protocols	<p>Each club, skating school and coach conducting training (whether or not on rented non-club ice) must implement and comply with the current Version of these Protocols. Each club, skating school and coach is also responsible for implementing and complying with any updated Version of these Protocols as posted from time to time.</p> <p>The Acknowledgement, Release, Indemnity, and Assumption of Risk regarding COVID-19 form provided as part of these Protocols must be completed by each participant in club or skating school activities (including staff, skaters, coaches, choreographers and volunteers). This form must be completed prior to the start of participation in club or skating school activities. This form is only required to be completed one time by each participant. The club or skating school must keep this form on-file for each participant. It is not necessary to submit this to Skate Ontario, but it may be requested by Skate Ontario at any time.</p> <p>Any non-implementation or non-compliance may have consequences and could jeopardize insurance coverage.</p>



Club and Skating School Operations (continued)

Area	Item	Protocol
Club / Skating School Operations CSO – 003	COVID-19 Education	<p>Each club and skating school must ensure that staff, coaches, skaters, parents, members and volunteers receive education on new safety and hygiene protocols within the club / skating school as well as Government-approved information on ways to limit the spread of COVID-19 including:</p> <ul style="list-style-type: none"> • Respiratory etiquette • Hand hygiene • Physical distancing • Use of Personal Protective Equipment (e.g. face masks) <p><i>Note: Please see Appendix A for samples of these education tools</i></p>
Club / Skating School Operations CSO - 004	COVID-19 Response Plan	<p>Each club and skating school must develop a COVID-19 Response Plan which must include provisions:</p> <ol style="list-style-type: none"> 1. Designating groups of individuals to oversee the implementation of health and safety guidelines 2. Establishing a protocol to address situations where individuals become unwell or show signs of COVID-19 symptoms during club or skating school activities 3. Establishing a protocol for individuals to report to club and skating school members and external stakeholders (i.e. Skate Ontario, facility management) if they have developed, or been exposed to someone with COVID-19 symptoms 4. Establishing a protocol for the club or skating school to inform staff, coaches, skaters, parents, members and volunteers if there has been an exposure to COVID-19 within the club or skating school 5. Establishing procedures to modify, restrict, postpone or cancel training sessions or other activities based on the evolving COVID-19 pandemic 6. Establishing a communication plan to keep staff, coaches, skaters, parents, members and volunteers informed during Return to Play stages 7. Establishing a protocol for staff, coaches, skaters, parents, members and volunteers after a COVID-19 diagnosis <p><i>Note: Please see Appendix B for sample COVID-19 Response Plan protocols</i></p>
Club / Skating School Operations CSO – 005	Club / Skating School Offices	All club administrative activities should be conducted on-line and virtually whenever possible.
Club / Skating School Operations CSO - 006	Scheduling	Scheduling of on-ice sessions should be done on-line. Coordination with the relevant facility may be required in order to ensure staggered time between each session in order to allow for requisite cleaning and sanitizing of or by the facility between different user groups.
Club / Skating School Operations CSO - 007	Multiple facilities	<p>Coaching and skating at multiple locations are strongly discouraged. Clubs and skating schools may ask skaters, coaches or choreographers to inform them if they are attending training sessions in multiple locations. Individuals should consider the following:</p> <ul style="list-style-type: none"> • Use new face mask and gloves at each location • Managing schedules to avoid entering different facilities on the same day



Club and Skating School Operations (continued)

Area	Item	Protocol
Club / Skating School Operations CSO - 008	Facility Coordination	<p>Each club and skating school must coordinate with the relevant facility in order to ensure compliance with these Protocols. This includes at minimum:</p> <ul style="list-style-type: none"> • Implementing effective measures to manage the flow of traffic in and out of the facility • Ensuring that any person who enters or uses the facility maintains a physical distance of at least 2m from any other person who is using the facility unless they are from the same household or social circle • Scheduling and implementing cleaning between each training group on the ice or the use of any other facility • Wiping down / sanitizing high touch areas such as entry / exit doors to the ice, etc. • Facilitating compliance by the facility operator with the advice, recommendations and instructions of public health officials, including any advice, recommendations or instructions on physical distancing, cleaning or disinfecting
Club / Skating School Operations CSO - 009	Self-screening measures	<p>All individuals taking part in club / skating school activities must self-screen in accordance with current public health guidelines before each training session. Individuals must not attend any training sessions or club activities if they:</p> <ul style="list-style-type: none"> • Exhibit any COVID-19 symptoms, such as a fever, cough, difficulty breathing, or other symptoms identified by health experts • Have been in contact with someone with an active case of COVID-19 in the past 14 days • Have returned from travel outside of Canada and do not have a Travel Exemption as per the Government of Canada. <p>Individuals who are considered a vulnerable or at-risk (individuals over 70 years, weakened immune system or medical conditions such as heart disease, lung disease, cancer etc.) should strongly consider their participation in club/skating school activities.</p>
Club / Skating School Operations CSO - 010	Health Screening of Individuals	<p>Conduct a screening protocol whereby individuals are screened on-site on a daily basis before participation in any club or skating school activities. This screening may be conducted verbally.</p> <p>When skating is taking place on rented ice in a non-club setting, the coach is responsible for ensuring this screening is taking place.</p>
Club / Skating School Operations CSO - 011	Tracking of participants in club and skating school activities	<p>Track all skater / coach / choreographer participation in club or skating school activities on a daily basis. This must be recorded and kept in order to assist with contact tracing in the event of any positive COVID-19 cases within the club or skating school.</p> <p>When skating is taking place on rented ice outside of a club setting, the coach is responsible for ensuring this logging and tracking is taking place.</p>



Club and Skating School - Programming

Area	Item	Protocol
Club / Skating School Programming CSP - 001	Programming	<p>Clubs and skating schools shall limit programs as follows:</p> <p>Effective June 29, 2020: Competitive Skate – Pre-Novice, Novice, Junior and Senior - Singles, Pairs and Ice Dance. STARSkate - STAR 5 to Gold, Pre-Juvenile, Juvenile and Adult - Singles, Pairs and Ice Dance.</p> <p>STAR 1-4 – All disciplines SYS in Beginner levels and higher, CanPowerSkate</p> <p>Please note, CanSkate is permitted to begin as of September 1, 2020</p> <p>Special Olympics programming is permitted to begin. Please consult Special Olympics Ontario for further information.</p> <p>Special Olympic Return to Programming protocols can be found at https://www1.specialolympicsontario.com/return-to-program/</p>
Club / Skating School Programming CSP - 002	Assessment Days	<p>As of August 15th, Assessment Days may proceed with the approval of Skate Ontario. The following guidelines must be followed:</p> <ul style="list-style-type: none"> • Evaluators must be scheduled by Skate Ontario • Clubs are required to screen Evaluators prior to their participation in an Assessment Day and must also conduct daily health screening when the Evaluator arrives on-site at the arena • Physical distancing measures between the Evaluator and skaters, coaches and volunteers must be maintained at all times during the Assessment Day • Clubs must follow all guidelines with respect to training group sizes during an Assessment Day • Attention should be paid to ensure that the area where the Evaluator will be located has been sanitized prior to their arrival



Club and Skating School – Programming (continued)

Area	Item	Protocol
Club / Skating School Programming CSP - 003	Limitations on size of training groups	<p>All training sessions must follow provincial and local public health as well as facility guidelines with respect to the size of gatherings.</p> <p>Limitation on size of training groups:</p> <p>Stage 3: Maximum Training Group Sizes – Effective August 17th, 2020</p> <p><i>STARSkate/Competitive/Special Olympics:</i> Maximum number of individuals on the ice is 20. This number includes skaters and coaches. Any individuals in excess of 20 must be off the ice (i.e. coaches, officials, music players etc.) and must follow all physical distancing requirements unless they are from the same household or social circle. There must be a minimum of one coach on the ice for each session.</p> <p>Stage 3: Maximum Training Group Sizes – Effective September 1, 2020</p> <p><i>CanPowerSkate:</i> Maximum number of skaters on the ice is 30, maximum number of individuals including program assistants and coaches is 38.</p> <p><i>CanSkate:</i> Maximum of 36 skaters, maximum of 45 individuals including program assistants and coaches. Skaters must be working on Stage 2 or equivalent in order to participate in this session. Stage 1 skaters can participate in the session if they can get up on their own and manoeuvre without hands-on assistance.</p> <p>CanSkate Parent & Tot (for skaters who are unable to get up on their own and manoeuvre without assistance): Maximum 42 skaters/parents, maximum 50 individuals including program assistants and coaches*</p> <p>CanSkate /CanSkate Parent & Tot Hybrid: Maximum 40 skaters/parents, maximum 45 individuals including program assistants and coaches*</p> <p>All CanSkate programming must follow the program guidelines as set out in the following resource: Program Requirements and Delivery Standards – CanSkate - with COVID-19 Considerations</p> <p>*For further detail on CanSkate Parent & Tot session delivery guidelines, please refer to the following resource: CanSkate Parent-Tot Delivery Requirements with COVID considerations</p> <p><i>Synchronized Skating:</i> SYS teams may resume training together as a whole team while maintaining physical distancing.</p> <p>Clubs must consider size of ice surface, level of skaters and facility access when determining numbers for their sessions.</p> <p>Skate Ontario will communicate in subsequent Versions of these Protocols updated information as it becomes available.</p>



Club and Skating School – Programming (continued)

Area	Item	Protocol
Club / Skating School Programming CSP - 004	Pairs and Ice Dance	<p>Pairs / Ice Dance couples should follow the guidelines below in resuming training:</p> <ul style="list-style-type: none"> • Skaters are permitted to contact each other within the facility, provided they are part of the same household or social circle • Skaters are encouraged to continue hand hygiene practices by sanitizing their hands before and after all training sessions where contact has taken place <p>Skate Ontario will communicate in subsequent Versions of these Protocols updated information as it becomes available.</p>
Club / Skating School Programming CSP - 005	Synchronized Skating	<p>All Synchronized Skating training must comply with current Ontario Provincial Gathering guidelines.</p> <p>SYS should consider the following:</p> <ul style="list-style-type: none"> • Alternating athletes between on-ice and off-ice training • Skaters are not permitted to contact each other on the ice • Skaters must respect physical distancing guidelines within all parts of the facility by staying at least 2m apart. • All warm-ups and off-ice training should comply with physical distancing requirements <p>Skate Ontario will communicate in subsequent Versions of these Protocols updated information as it becomes available.</p>



Off-Ice Activities

Area	Item	Protocol
Off-Ice Activities OFA – 001	Facility access and traffic flow	Individuals shall follow facility guidelines by using designated entry and exit doors in the facility and any guidelines to manage the flow of people within the facility.
Off-Ice Activities OFA – 002	Spectators	The total number of spectators permitted to be at the facility at any one time must be limited to the number that can maintain a physical distance of at least two metres from every other person in the facility. Individuals from the same household or social circle are not required to follow physical distancing requirements. Clubs/skating schools must follow the facility guidelines with respect to spectators.
Off-Ice Activities OFA – 003	Personal Hygiene	Individuals should wash / sanitize hands upon entry to facility.
Off-Ice Activities OFA – 004	Warm-up / Cool down	Warm-ups and cool downs may be conducted inside and outside of the facility following facility and physical distancing guidelines. Individuals from the same household or social circle are not required to follow physical distancing requirements.
Off-Ice Activities OFA – 005	Personal Protective Equipment	Individuals must follow local Public Health guidelines with respect to wearing face masks within facilities. Coaches: Recommended to wear a non-medical face mask when in open areas of facility Skaters: Recommended to wear a non-medical face mask when in open areas of facility and if warming up inside facility
Off-Ice Activities OFA – 006	Dressing Rooms	Skaters are encouraged to arrive at the arena in their skating clothes. Facilities may provide access to dressing rooms and are required to ensure that any of these areas that are open to the public are cleaned and disinfected as frequently as is necessary to maintain a sanitary condition.
Off-Ice Activities OFA – 007	Skates On /Off	Skaters should follow facility guidelines with respect to putting their skates on. They may put their skates on / remove skates outside of the arena respecting physical distancing protocols and remaining at least 2m apart. Skaters can use their own vehicles, outdoor benches or bring their chairs (i.e. camping chairs). Alternatively, skaters may put their skates on / remove skates using open areas of the arena or dressings rooms that the facility has made available, while following physical distancing guidelines and remaining at least 2m apart.
Off-Ice Activities OFA – 008	Personal Items	Personal items like skating bags should be left in the relevant individual's vehicle if available (in a safe and secure location) and where possible, not be brought into the arena. Skaters and coaches may carry their own water bottle, tissue box etc. into the arena.
Off-Ice Activities OFA – 009	Entry / Exit from ice	Skaters must follow physical distancing protocols and remain at least 2m apart from any other individual while waiting to enter and exit the ice. Individuals from the same household or social circle are not required to follow physical distancing requirements.
Off-Ice Activities OFA – 010	Off-Ice Classes	Off-ice classes may be conducted inside and outside of the facility following facility and physical distancing guidelines. Individuals from the same household or social circle are not required to follow physical distancing requirements.



On-Ice Activities

Area	Item	Protocol
On-Ice Activities ONA-001	Personal Protective Equipment	<p>Individuals must follow local Public Health guidelines with respect to wearing face masks within facilities.</p> <p>Coaches:</p> <ul style="list-style-type: none"> • Recommended to wear a non-medical face mask while coaching • Any winter gloves that are worn should be washed daily <p>Skaters:</p> <ul style="list-style-type: none"> • Not required to wear a non-medical face mask while skating • Any winter gloves that are worn should be washed daily
On-Ice Activities ONA-002	Physical Distancing	Individuals are required to maintain a physical distance of at least 2m from any other person during the session. Individuals from the same household or social circle are not required to follow physical distancing requirements.
On-Ice Activities ONA-003	Personal Items	Skaters must use individual water bottles, tissue boxes etc. during training sessions. No sharing of these items is permitted. Skaters must have their own closed containers (i.e. Ziploc bag) for disposing of used personal items such as tissues. These must be disposed of at home or in a lidded garbage container in the facility.
On-Ice Activities ONA-004	Playing Music	<p>Determine safe way to play music while following physical distancing and hygiene measures. Consider the following:</p> <ul style="list-style-type: none"> • Designating one person per session to play music • Providing access to music playing equipment in an open area (i.e. long cord to rinkside for use with phones) • Providing sanitizing wipes to be used in between each session or user of music equipment • Permitting individuals bring their own speaker for use in playing music
On-Ice Activities ONA-005	On-Ice Coaching	Coaches and choreographers are recommended to coach from one spot on the ice or over the boards at rinkside. Coaches, choreographers and skaters must remain at least 2m apart from each other with the exception of those in the same household or social circle.
On-Ice Activities ONA-006	Harness	<p>Effective August 17th, the use of harnesses is permitted in the following situations:</p> <ul style="list-style-type: none"> • Mounted and portable harnesses are permitted • The skater and coach must wear a non-medical face mask at all times when the harness is in use • The harness must be disinfected and/or sanitized before and after each use using a spray or wipe • The coach/skater should sanitize their hands before and after use • Where possible, coaches are encouraged to stay more than 2m apart from skaters during harness lessons • Harness lessons should be limited to no more than 15 minutes with adequate time allowed in between lessons to disinfect the equipment • Consideration could be made to making a secondary disinfected harness or chest strap available in order to more easily rotate skaters between harness lessons



On-Ice Activities cont'd

Area	Item	Protocol
<u>On-Ice Activities</u> <u>ONA-007</u>	<u>Synchronized Skating</u>	<u>Any props or items are being used by synchronized skaters must be cleaned between each training session group and at a minimum each hour.</u> <u>Props or items should be assigned to a specific group where possible and not shared with other groups.</u> <u>Whenever using props or items, individuals who are not part of the same social circle must maintain a physical distance of 2m apart at all times.</u>



Appendix A: COVID-19 Education Resources

Clubs/skating schools must ensure that staff, coaches, skaters, parents, members and volunteers receive education on new safety and hygiene protocols within the club / skating school. Members should be sent Government-approved information on ways to limit the spread of COVID-19.

The following links can be sent by clubs/skating schools to their members:

Ontario Public Health Public Resources: <https://www.publichealthontario.ca/en/diseases-and-conditions/infectious-diseases/respiratory-diseases/novel-coronavirus/public-resources>

The following resources are also available on the Ontario Public Health website. Please ensure you are using the most up-to-date version of these tools by consulting the address above.

Topic	Tool
Hand Hygiene	https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/factsheet-covid-19-hand-hygiene.pdf?la=en
Physical Distancing	https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/factsheet-covid-19-guide-physical-distancing.pdf?la=en
How to self-monitor	https://www.publichealthontario.ca/-/media/documents/ncov/factsheet-covid-19-self-monitor.pdf?la=en
When and How to Wear a Mask	https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/factsheet-covid-19-how-to-wear-mask.pdf?la=en
How to Self-Isolate	https://www.publichealthontario.ca/-/media/documents/ncov/factsheet-covid-19-how-to-self-isolate.pdf?la=en
You were tested for COVID-19: What you should know	https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/2020/06/factsheet-covid-19-test-what-you-should-know.pdf?la=en

Ministry of Health – Ontario: COVID-19 Reference Document for Symptoms:

http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/2019_reference_doc_symptoms.pdf

Ontario COVID-19 Online Self-assessment Tool <https://covid-19.ontario.ca/self-assessment/>

Ontario COVID-19 Online School Screening Tool: <https://covid-19.ontario.ca/school-screening/>



Appendix B: COVID-19 Club Response Plan

The following draft information has been developed to assist clubs and skating schools develop and implement a COVID-19 Club Response Plan.

Contents

1. Contact list for COVID-19 Club Oversight Group
2. Club/skating school COVID-19 Protocols
3. Club/skating school COVID-19 Communication Plan



Contact List for Club COVID-19 Oversight Group

The purpose of this group is to oversee the implementation of safety and health guidelines within the club/skating school. Depending on the size of the club/skating school we recommend 3-5 people aged 18 and older.

This information should be communicated to club/skating school members in an e-mail communication and posted to the club website if applicable. We recommend a minimum of 3 individuals be designated as the COVID-19 Oversight Group.

Dear Club/Skating School Members,

We would like to inform you of the individuals who will be acting as the COVID-19 Oversight Group as we transition back to skating activities. The following people will comprise this COVID-19 Oversight Group.

Name	Position	Phone	E-mail

Should you have any questions about any aspects of the Return to Play protocols or other policies and procedures related to COVID-19, please contact one of the individuals above.



Club/Skating School COVID-19 Protocols

Clubs and skating schools must create and follow a set of protocols to deal with situations related to the COVID-19 pandemic that might occur. These protocols should be included in an e-mail to members before skating activities resume. Clubs and skating schools should also consult with their facility to ensure alignment between facility and club/skating school protocols. Skate Ontario has developed the draft information below for consideration by clubs and skating schools in creating their protocols.

Completion of Skate Ontario COVID-19 Waiver

All individuals participating in club/skating school must complete the Skate Ontario Acknowledgment, Release, Indemnity and Assumption of Risk regarding COVID-19 ("**COVID-19 Waiver**"). Failure to do so means that individual must not participate in club/skating school activities.

Any individual participating in club or skating school activities is required to complete a COVID-19 Waiver, or have a signed COVID-19 Waiver on-file with Skate Ontario:

- Skaters
- Coaches
- Staff
- Board Members
- Volunteers
- Officials (please note: this will be kept on file with Skate Ontario)

An individual becomes unwell with symptoms of COVID-19

- If an individual becomes unwell with symptoms of COVID-19, or if someone is aware of an individual that becomes unwell with symptoms of COVID-19, that individual must immediately stop participation in club or skating school activities.
- The individual should be isolated from all others in a well-ventilated area, or outside and provided with a non-medical face mask if one is available
- The individual shall be sent home and instructed to follow public health guidelines regarding self-isolation and testing
- The facility should be informed in order to determine if any areas need to be closed off and/or require additional cleaning/disinfecting
- A member of the COVID-19 Oversight Group should be informed of the situation and should contact the individual or their parent/guardian to determine if next steps are being taken regarding testing

An individual is tested for COVID-19

- Any individual that is part of a club or skating school that is unwell and has been tested for COVID-19 must not participate in club or skating school activities while waiting for the results of the test
- Any individual that is part of a club or skating school that has been tested for COVID-19 and has no COVID-19 symptoms, no known exposure to COVID-19 and no travel history is permitted to participate in club or skating school activities while waiting for the results of the test



An individual tests positive for COVID-19

- If an individual tests positive for COVID-19, they should inform a member of the club/skating school COVID-19 Oversight Group
- The COVID-19 Oversight Group will work where requested with the facility and public health officials to assist in contact tracing. The Session Participation tracking sheets may be used to assist public health officials in informing other club/skating school members who may have been in close contact with the individual
- Any club/skating school members who were in close contact with the individual should not participate in club/skating school activities for 14 days and should follow public health guidelines regarding self-isolation and testing
- It is recommended to also inform all club/skating school members of a positive COVID-19 result within the club/skating school setting
- The club/skating school should inform and work with the facility in the case of a positive COVID-19 result and determine if any additional cleaning/disinfecting should be performed as per the facility's guidelines
- The club/skating school will inform Skate Ontario of a positive COVID-19 diagnosis by e-mailing clubsupportservices@skateontario.org

Return to club/skating activities following illness or exposure to COVID-19

- Individuals must follow all public health and facility guidelines with respect to returning to skating following an illness or exposure to COVID-19
- If a COVID-19 test was negative and there was no known exposure to COVID-19, the individual may return to club/skating school activities once they no longer have any symptoms of COVID-19 for at least 24 hours
- If a COVID-19 test was negative and there was a known exposure to COVID-19, the individual may only return to club/skating school activities fourteen days after any symptoms started and once they no longer have any symptoms of COVID-19

Return to club/skating activities following COVID-19

- Following a positive COVID-19 test, an individual must follow all public health guidelines regarding return to activities.

Modification/restriction/postponing or canceling of club/skating school activities

- Based on the evolving COVID-19 pandemic, the club/skating school must be prepared to follow public health, municipal/provincial government and sport recommendations regarding modifying/restricting/postponing or canceling activities
- Clubs should establish a program cancelation policy if one does not exist already
- Clubs/skating school members should be informed as soon as possible of any modifications/restrictions or cancelations
- Clubs/skating schools must keep any modifications and restrictions in place until advised that it is safe to resume activities by public health, government or sport officials



Public Health Guidelines

Club and skating school members should follow all public health guidelines regarding COVID-19. These may include:

- Any club/skating school members who themselves have travelled outside of Canada, ~~or has someone in their household who has travelled outside Canada~~ must self-isolate and not participate in club/skating school activities for 14 days, unless the individual has a Government of Canada Travel Exemption
- Any individual who has been exposed to someone with a confirmed case of COVID-19 should self-isolate and is not permitted to participate in club/skating school activities for 14 days, unless they engaged in consistent and appropriate use of PPE (i.e. healthcare workers)
- Any individual with symptoms of COVID-19 is not permitted to take part in club or skating school activities
- ~~Any individual who has been in close physical contact in the last 14 days with someone who is currently sick with a new cough, fever, difficulty breathing, or other symptoms associated with COVID-19, should not participate in club/skating school activities~~

Club/skating school COVID-19 Communication Plan

Clubs and skating schools should ensure effective communication is taking place with their membership during the Return to Play Stages. The following should be considered by the clubs/skating schools.

1. Ensure up to date contact information for all club/skating school members is on-file
2. Determine best method to distribute information (i.e. Facebook page, direct e-mail lists, webinars...)
3. Determine the responsibility for communication within the club/skating school during the Return to Play stages (i.e. staff, volunteer, COVID-19 Oversight Group)
4. Establish consistent cadence of communication to maintain connection with club/skating school members during Return to Play (i.e. Weekly. Bi-weekly)
5. Consider holding a virtual Town Hall / Webinar to deliver information on Return to Play protocols and answer any questions / concerns
6. Consider where communications/documents can be stored on a website or social media site for future reference by club/skating school members
7. Designate member of COVID-19 Oversight Group to follow up with any individuals who become unwell with symptoms of COVID-19 during club/skating school activities
8. Determine paper or virtual storage location for daily Session Participation Tracking sheets
9. If it is determined that a club/skating school member has been tested for COVID-19, work with Public Health to inform all club/skating school members that may have been in close contact with that individual
10. Ensure the facility and Skate Ontario are informed if a club or skating school member is diagnosed with COVID-19.

