



CITY OF  
TALLAHASSEE

**PARKS, RECREATION & NEIGHBORHOOD AFFAIRS**  
*ATHLETICS DIVISION*

**TEAM SPORTS**

**OPERATIONAL PROTOCOLS**

*PANDEMIC PLAN*

# EMPLOYEE SAFETY GUIDELINES

- **Masks or face coverings are required for the duration of the work shift.**
  - They must be worn over the nose and the mouth.
  - Acceptable face coverings include medical-grade masks such as surgical face masks, and N95 respirators, and non-medical grade disposable face masks, cloth face coverings with ear loops or ties.
  - Neck gaiters, bandannas, and scarves may not be used as face coverings.
- **Face shields are permitted but a mask must also be worn.**
- **Each employee will have their temperature checked and will be asked standardized screening questions at the beginning of each shift.**
- **Please do not report to your shift and immediately contact your Site Supervisor if:**
  - You believe that you will not be able to work due to answering “yes” to any of the employee screening questions.
  - If you are sick or show signs of illness.

**Note: Employees can be sent for rapid testing as directed by the Department Director.**

- **Social distancing and adherence to all CDC guidelines is mandatory.**
- **Employees should make all efforts avoid direct contact with participants, parents, and other employees.**
- **Hugs, high-fives, and other greetings involving physical contact are not permitted.**
- **Staff should wash/sanitize hands regularly throughout their shift but definitely before and after handling items shared between people; after a bathroom break; after incidental direct contact with a participant, parent, or another employee; and when moving between spaces.**
- **All staff, parent, and/or coaches meetings should be conducted virtually or by phone. If an in-person meeting is required, employees, parents, and/or participants should be socially distant and wearing masks or face coverings. The number of attendees should be reduced.**
- **There will be no access to the inside of the facility. Please keep belongings inside of your vehicle or in a safe place near the outdoor program area.**
- **Employees who fail to comply with any of the safety guidelines will not be able to work.**
- **Employees should bring their own water bottle daily.**

# OFFICIAL SAFETY GUIDELINES

- **Masks or face coverings are required for the duration of the work shift.**
  - They must be worn over the nose and the mouth.
  - Acceptable face coverings include medical-grade masks such as surgical face masks, and N95 respirators, and non-medical grade disposable face masks, cloth face coverings with ear loops or ties.
  - Neck gaiters, bandannas, and scarves may not be used as face coverings.
- **Face shields are permitted but a mask must also be worn.**
- **Each Official will have their temperature checked and will be asked standardized screening questions at the beginning of each shift.**
- **Please do not report to your shift and immediately contact your League Supervisor if:**
  - You believe that you will not be able to work due to answering “yes” to any of the employee screening questions.
  - If you are sick or show signs of illness.
- **Social distancing and adherence to all CDC guidelines is mandatory.**
- **Officials should make all efforts avoid direct contact with participants, parents, and other employees.**
- **Hugs, high-fives, and other greetings involving physical contact are not permitted.**
- **Officials should wash/sanitize hands regularly throughout their shift but definitely before and after handling items shared between people; after a bathroom break; after incidental direct contact with a participant, parent, or another employee; and when moving between spaces.**
- **There will be no access to the inside of the facility. Please keep belongings inside of your vehicle or in a safe place near the outdoor program area.**
- **Officials who fail to comply with any of the safety guidelines will not be able to work.**
- **Officials should bring their own water bottle daily.**

# TEAM SPORTS

## COVID GUIDELINES

- ***STAY AT HOME IF YOU ARE SICK***
- Coaches, players, staff, and spectators must conduct daily symptom assessments (self-evaluation)
- Anyone experiencing the following symptoms should not attend a game or practice:
  - o Cough, shortness of breath, or difficulty breathing
  - o Fever or chills
  - o Muscle or body aches
  - o Vomiting or diarrhea
  - o New loss of taste or smell
  - o Temperature above 100.4 degrees
- Do not attend if you have had close contact with anyone who has a suspected or diagnosed case of COVID-19

## TEAMS

- Arrive no more than 10 minutes before your scheduled game or practice
- Do not enter playing areas until other teams have exited and practice social distancing while entering and exiting playing areas
- Leave playing areas immediately following the conclusion of the game or practice; congregating is not permitted
- No handshakes, high fives, huddles, or close contact
- Teams must maintain at least 6 feet of social distancing while not actively participating on the field of play
- No team water coolers, or shared drinks. Coaches and players should bring individual water containers.
- Spitting, chewing gum, and sunflower seeds are not permitted
- Post-game snacks are not permitted

# TEAM SPORTS

## COVID GUIDELINES

### COACHES AND PARTICIPANTS

- Wait in vehicles until 10 minutes before scheduled game or practice time
- Face masks are required
- It is recommended that participants wear face masks at all times, however masks are required only while not actively participating on the field of play.
- Equipment will not be shared, and individual/personal equipment should be kept 6 feet away from other participants
- Bring hand sanitizer and use it frequently

### PARENTS AND SPECTATORS

- Wait in vehicles until 10 minutes before scheduled game or practice time
- Face masks are required if attending an indoor sport and if unable to socially distance at an outdoor sport
- Bring chairs or seating and maintain at least 6 feet of social distancing between other spectators unless coming from the same household
- Indoor sports (volleyball, basketball) are limited to 1 parent/spectator per player;  
Outdoor sports (football, soccer, baseball, softball) are limited to 2 parents/spectators per player

### OFFICIALS

- Face masks are required
- Practice social distancing while officiating when possible
- Make every effort to avoid direct contact with coaches, participants, parents, employees, and other officials

### SPORT-SPECIFIC GUIDELINES

- Official pre-game meetings will be permitted with one official and one representative per team; social distancing and face masks will be required
- Football - Each team will play offense with their own team's ball; coaches should wipe down balls between offensive possessions
- Football officials will place the line of scrimmage marker and the offensive team will place the ball; officials will not touch the ball
- Baseball/Softball- Each team will play defense with their own team's ball
- There may be additional guidelines and protocols enacted by leagues and governing bodies; coaches will provide this information prior to the first practice or game

# TEAM SPORTS COVID GUIDELINES

## PROTOCOLS : CONFIRMED OR SUSPECTED CASE OF COVID-19

### **Symptomatic coach/player with suspected or confirmed case COVID-19:**

- Inform the coach and contact the Athletics Supervisor immediately
- Cannot attend games or practices until:
  - o At least 24 hours with no fever (100.4 degrees F) without fever-reducing medication and other symptoms of COVID-19 are improving

**AND**

10 days have passed since symptoms first appeared.

### **Asymptomatic Coach/Player with confirmed case of COVID-19:**

- Inform your coach and contact the Athletics Supervisor immediately
- Cannot attend games or practices until:
  - o 10 days after the date of their first positive COVID-19 test, assuming no symptoms since that time

### **Asymptomatic Coach/Player following direct exposure to a suspected or diagnosed case of COVID-19:**

- If asymptomatic after 10 days since last exposure, a participant or coach can return to participation

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**When PRNA is notified that a coach or participant has tested positive for COVID-19, a notification will be sent to the entire team and any opposing teams with whom they may have come into contact. PRNA will then determine if the coach or participant had close contact with any other participants or coaches (as defined by the CDC). Those individuals will be notified and will be required to quarantine based on testing results and/or the protocols above.**

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