



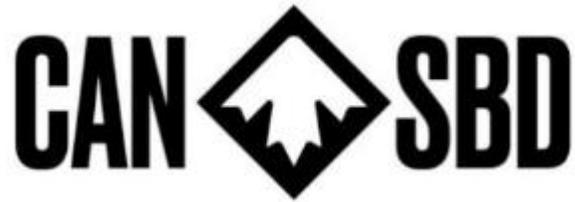
**DRAFT - Canada Snowboard Return to Competitions &
Training
(General Guideline/ Best Practices)**

November 25, 2021

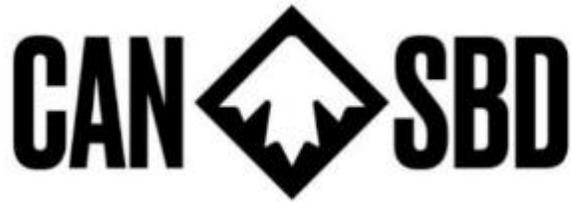
UPDATES IN RED

This document is intended for internal use only.

Canada Snowboards' Return to Competitions & Training General Guideline / Best Practices document is a reference document for PTSO Event Organizers. The objective of this document is to provide event/competition hosts with guidelines, when hosting competitions, to reduce the risk of COVID-19 within each province or territory. It is expected that each PTSO will create a Province or Territory specific competition and training guidelines to be used in conjunction with this document. In either case any portion of each regulation, which is the more restrictive, should be the guidance used.



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General

1. Procedure

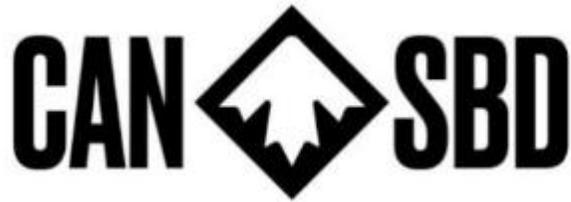
- a. Follow regular administrative procedures of hosting an event
- b. Event host must follow: CS/PTSA Sport-specific return-to-sport guidelines and protocols and Jurisdictional Public Health Guidelines and Standards
- c. Check with the resort on their guidelines on limiting any nonessential visitors, spectators, volunteers, and activities involving external groups or organizations, particularly at any high-profile events.

2. Event Sanctioning Process

- a. Event organizers must create an event sanction in SnowReg and submit for approval
- b. Fill out the Canada Snowboard Risk Assessment and Mitigation Checklist and include in event sanction. Follow its recommendations if the risk assessment placed the resort in any of these risk categories:
 - i. Very Low
 - ii. Low
 - iii. Moderate (low- moderate)

3. Facial coverings or non-medical masks

- a. Facial coverings are made of cloth or mask material to cover the mouth and nose without gaping.
- b. Wearing non-medical masks or cloth facial coverings is an additional personal practice that can help prevent infectious respiratory droplets (breathed by an unknowingly infected person) from coming into contact with other people.
- c. It is recommended that participants wear facial coverings, except for those participants who have a medical exemption or who are unable to remove their mask independently.
- d. Facial coverings may be removed temporarily when it is reasonably required to do so (for example, while eating or drinking). But otherwise, facial coverings should be worn at all times in enclosed spaces and whenever physical distancing is difficult.
- e. Participants should be asked to bring their own facial coverings however the technical leaders should have extra available on site in the event that a participant does not have 1 or they need to be replaced. Facial coverings and masks should never be shared.
- f. Hand hygiene should be performed before and after removing or putting facial coverings on. If masks are removed for eating or other necessary reasons, the masks should be stored in a safe place such as a plastic bag and measures should be undertaken to ensure participants do not mix up their masks or face coverings.



4. Physical Distancing

- a. Restrict or manage the flow of people in common areas, including hallways, entrances and foyers. For narrow hallways or aisles, wherever possible encourage unidirectional travel by placing indicators like arrows on the ground
- b. Ensure participants respect 2 - meter distancing during all activities

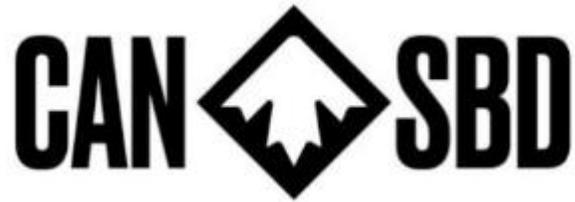
5. Hand and personal hygiene and sanitization

- a. Hand hygiene refers to washing hands with soap and water or with alcohol-based sanitizer. Participants should be reminded to wash their hands often, with soap and water for at least 20 seconds. Alcohol-based hand sanitizers should be used when soap and water are not available.
- b. Ensure that there are multiple hand sanitizing stations throughout the event, using a minimum 60% concentration, alcohol-based hand sanitizer. For a list of approved hand sanitizers, visit the [Government of Canada's guidelines](#).
- c. Encourage personal hygiene practices, including proper coughing and sneezing etiquette.
- d. Avoid having individuals share any equipment such as laptops, tablets, sport equipment, food and drink, utensils, markers, pens, pencils, ...
- e. Where equipment sharing cannot be avoided, the equipment should be sanitized with an approved disinfectant. Be sure to follow the instructions on the disinfectant's label including contact time (amount of time that the surface must remain wet with disinfectant in order to kill virus and germs). If equipment cannot be sanitized, then it should not be shared (for example: soft surfaces).
- f. Increasing ventilation (that is, by opening doors and windows) may help to reduce transmission, though evidence is limited as to its effectiveness, and therefore should not compromise safety. Room fans are not an adequate alternative, because fans can propel droplets in contaminated air.

6. Experiencing COVID-19 symptoms during an event or training

- a. Ask the participant to:
 - i. Leave for home
 - ii. Use applicable Public Health authority to determine whether to get tested and what steps, if any, to take
 - iii. Report back regarding positive or negative COVID-19 test
- b. Advise all participants to:
 - i. Wash clothing as soon as they get home
 - ii. Monitor themselves for symptoms
 - iii. Follow jurisdictional Public Health guidance (for example: quarantine or self-isolate at home for 14 days)
- c. Advise all participants that you will communicate with them (see contact tracing and post-competition information below).

7. Contact Tracing



- a. Event Organizer (Covid-19 Coordinator) should immediately contact their local Public Health Unit upon receiving information that a participant or attendee (including individuals at the venue of the event/training have done any of the following:
 - i. Developed symptoms of COVID-19.
 - ii. Tested positively for COVID-19 before, during or after the sanctioned activity.
 - iii. Found out that someone with whom they were in contact with prior to the sanctioned activity has tested positive for COVID-19.
- b. Event Organizer (Covid-19 Coordinator) will work with the Public Health Unit to supply the list of attendees and contact information.
- c. Event Organizer (Covid-19 Coordinator) will then follow guidance from their Public Health Unit on how to proceed. This might include contacting participants of the sanctioned activity or the Public Health Unit may do this.
- d. Event Organizer (Covid-19 Coordinator) should follow the instructions of the Public Health Unit to make sure that everything is done appropriately and notify their PTSA and Canada Snowboard immediately to let them know of the situation. Canada Snowboard will work with activity or event lead alongside the public health authority.

Pre-Event (Planning Stage)

2. **Develop a prevention and mitigation response plan**
 - a. plan must be in accordance with local rules and regulations
 - b. plan inclusions include but are not limited to; Coordinator contact details, procedures and contact details in case of COVID-19 related symptoms, etc.
3. **Assign a COVID-19 Coordinator**
 - a. The organizer must appoint a capable COVID-19/Health Coordinator
 - b. This is a dedicated position to the appointed individual, however depending on the nature and size of the competition/event, the Coordinator may also hold another role at the competition
 - c. **Suggested Requirements and Experience of a COVID-19 Coordinator:**
 - i. NSO/PTSO or Club Official at a minimum. (Depending on size and Nature of the event.)
 - ii. A medical background preferred
 - iii. Up-to-date knowledge of the local health directives
 - d. Coordinator contact information, name and contact details, must be shared with all participants pre, during, and after the event
 - e. Duties of a COVID-19 Coordinator
 - i. Responsible to execute the prevention and mitigation response plan
 - ii. Pre event - completion of duties as outlined in appendix A (If duties were assigned to various event staff then inclusion of contact details for these individuals must be included in the checklist)
 - iii. During the event - oversight of COVID-19 protocol adherence



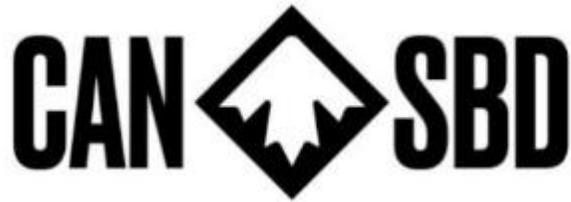
*For a more detailed list of COVID-19 Coordinator Duties please see Appendix A

4. Alignment to public and local health authority guidelines

- a. All federal and provincial / territorial health guidelines must be met and supersede Canada Snowboard recommendations
- b. Ensure participation of athletes outside your region are permitted to participate in
- c. Ensure alignment with all health authority cleaning protocols examples include but are not limited to;
 - i. Disinfection of start handles, video equipment, team radio, etc.
- d. Strongly recommended to limit close contact between participants from different clubs and organizations.
- e. Older adults and/or those with underlying health conditions, or those living with or have consistent contact with those populations, should consider limiting their participation as volunteers or not participating.

5. Competition considerations

- a. Competition size
 - i. The **MAXIMUM** number of participants at Canada Snowboard / PTSA hosted events shall not exceed either the provincial/territorial guidelines *The more restrictive guidelines must be followed.
 - ii. Consider competition size and redesigning of competition structure to ensure alignment with physical distancing guidelines as outlined by local health authorities and resort.
- b. Explore new competition formats to keep local competition engaging while enduring formats are in line with competition requirements where relevant (e.g., FIS events).
 - i. Utilize heat formatting and staggered starts when possible to reduce the number of athlete participants gathering in the start area or on course at one time.
- c. Masks are not required for practice or competition. Snowboarders will be required to follow local mask guidelines for other areas in the venues. (Please check with your local health authorities as facial covering guidelines will vary between different provinces and territories)
- d. All Canada Snowboard / PTSA stakeholders that are participating in any of the listed activities in Appendix A of the Canada Snowboard Vaccination Policy must be fully vaccinated. To review the policy visit the [Canada Snowboard Covid-19 webpage](#)
- e. Develop an equipment plan detailing the arrival, setup and dismantling of all necessary event equipment and limit person-to-person transfer wherever possible
 - i. distribution of equipment, flags, radios, etc. should be done so at the onset of the event and the official/volunteer keeps the equipment until the end of the event. Upon return all equipment must be sanitized.



- f. Develop a plan to manage field of play;
 - i. Course set-up and tear down
 - ii. Athlete movement flows at start, on course, and finish areas. Consider separations techniques like; paint lines, ribbon, fencing, plexi shields, etc.
 - iii. Warm up activities, these should be conducted outside where physical distancing is possible (i.e., parking lot or base area).
 - iv. Waxing activities, these should take place outside or in a well-ventilated indoor space and physical distancing should be maintained at all times.
 - v. Sanitization protocols for all team/site equipment before, during and after the event.
 - vi. Gloves and masks should be worn when handling of fencing systems – (POP, B-NET etc.) – installation, removal and transporting needs a care

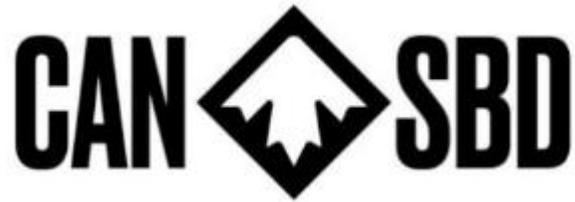
6. Arrival of participants considerations

Work with the resort to develop appropriate plans and procedures. which include, but aren't limited to:

- a. Venue entrance and traffic flow; ensure to abide by resort procedures
- b. Use of change room and restroom facilities, food and beverage services. Keep in mind we discourage the use of change room facilities and recommend athletes and staff come race ready
- c. Registration office
 - i. establish location suitable for event and resort
 - ii. consider an external office for example a tent. Race offices should have a unique entry and exit traffic flow.
 - iii. eliminate line-ups at registration by ensuring all registration, waivers and self-declarations are collected online (or prepare with visual markers for physical distancing).
- d. Bib assignment
 - i. Consider pre-assigning bibs to limit or prohibit person-to-person transfer
 - ii. The use of regular bibs is permitted, however, the use of paper bibs can be considered accreditation for athletes, allowing for easy identification for officials and resort staff
- e. Officials and Volunteers
 - Please refer to the [Please refer the Return to Activity Guidelines for Technical Leaders](#)
- f. As long as Provincial / Territorial Guidelines are being followed, in-person Team captains' meetings, jury meetings, and protest meeting locations can be held *In extreme conditions, case by case meetings can be held while maintaining social distancing
- g. **For information on international arrivals to Canada please visit the [Canada Snowboard Covid-19 Webpage](#)**

7. Communication to participants

Organizers should include the following information in all event communications;

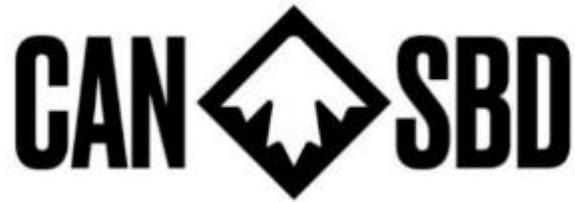


- a. Expectations for participants to follow, based on jurisdiction
- b. Health considerations/knowledge
 - i. local health authority guidelines, recommend inclusion of link to local guidelines
 - ii. resort guidelines, for example use of common facilities, change rooms, food and beverage etc.
 - iii. health considerations for non-participation; COVID-19 symptoms, etc.
 - iv. use of PPE; face covering, gloves, hand sanitizer, antibacterial wipes and soap on their person. This should align with local health authority guidelines
 - v. COVID-19 transmission routes and mitigation strategies – through email notifications to participants around steps which are being taken by event organizers to reduce risks
- c. Registration requirements
 - i. **online registration is highly recommended, however, in extreme cases on-site registration may be permitted**
- d. Participants;
 - i. must bring their own water bottles (filled), towels, radios, drills, cameras and other equipment needed. Do not allow sharing of items. All individual participant equipment should be sanitized before, during and after competition each day, or as often is reasonable within the competition parameters.
 - ii. are highly recommended to arrive changed and ready to train or compete
 - iii. bring a fully sealable bag to store all personal items in
 - iv. clean all of their own equipment with a disinfectant before and after training or competing
- e. COVID-19 symptom reporting protocols

Execution of the Competition (Inspection, training, qualifying, and finals)

1. Scheduling

- a. In order to reduce areas of high traffic, like a start section, organizers are strongly encouraged to modify the event schedule to reduce the number of people in high traffic zones. Considerations include, but are not limited to;
 - i. staggered start times by club and/or team, limiting contact between different clubs/teams
 - ii. consider increasing the amount of time between practice and competition allowing for one club and/or team to depart before another club and/or team enters the venue/area
 - iii. assign inspection times and practice times per heat when possible or by club and/or team when not possible

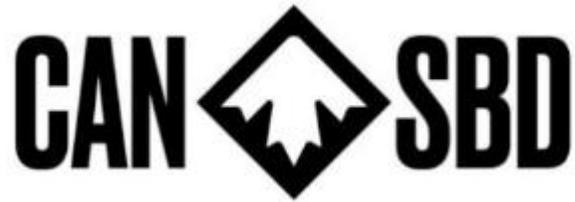


2. Course

- a. The course build plan should be followed by all course workers, ensuring safe distribution and set up / tear down of equipment
- b. Course workers are discouraged from sharing equipment. Sometime this may not be avoidable, therefore ensure course workers carry hand sanitizer / wipes which must be used if equipment is to be shared
- c. Start area
 - i. Start areas tend to be very congested with officials, volunteers and athletes. Designated zones will be required to manage social distance, and should include the following but aren't limited to;
 1. team specific tuning zone
 2. scoring zone
 3. on deck zone
 4. entry to start gate zone
 - ii. controlled access from zone to zone will need to be actively managed, limiting the number of people in each zone
 - iii. consider additional safeguards on start features like plexiglass partitions on start gates
- d. On course management of officials and athletes should consider, but are not limited to;
 - i. limit the number of people on course reducing the number of people touching equipment like flags, etc.
 - ii. provide course workers with information pertaining to interaction with athletes on course. While officials aren't to touch a injured rider the proximity to that athlete may be less than 2 meters, therefore they should always wear a facemask, carry hand sanitizer and sanitizer wipes, and where possible maintain 2 meters of separation
- e. Finish area;
 - i. Athletes must not linger, once a run has been completed, they must exit provided they are not planning on protesting their result
 - ii. Athletes are encouraged to head back to their start zone, rather than hang around other areas of the resort
- f. Spectator zone
 - i. It is highly recommended to discourage spectators from congregating at the finish line. Additional volunteers should be added to ensure people move along or if they must stay are adhering to social distancing guidelines.

3. Chairlift

- a. Chairlift protocols will be set by the resort, ensuring that all participants are aware of protocols and abide by them.
- b. Canada Snowboard highly recommends limiting the number of people per chair where possible, especially sharing with people outside of their club and/or team



4. Sanitation

- a. Sanitation plans must be followed and should include, but are not limited to, disinfection of start gates, bibs (if disposable bibs not used), gates, promotional materials, etc.
- b. Sanitation of the start gates must be done after each rider/heat, any surfaces touched by the athlete

5. Officials / Volunteers

- a. interaction between Officials and Volunteers must follow social distancing guidelines

6. Completion of competing and/or competition

- a. Athletes eliminated from the competition will not be granted further access to the start area and should be encouraged to leave the venue.
- b. Athletes are encouraged to leave the venue once they have completed the competition, limiting the number of people in the spectator zone.

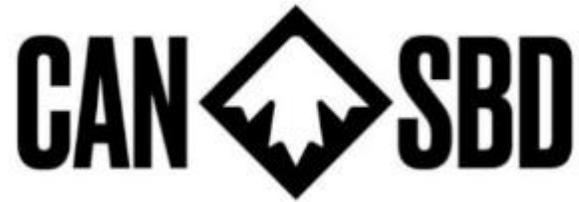
Post Competition

1. Prize ceremonies

- a. In person Prize ceremonies will be permitted as long as person to person transfer of items is not occurring
 - i. Accommodate for physical distancing and without person-to-person transfer of items (i.e. awards).
- b. Participants should leave immediately after the competition and not linger, chat, or socialize at the resort or competition area.
- c. Upon completion of event, competition equipment to be loaded out of the resort as soon as possible.

2. Communication with participants:

- a. Event Organizer (Covid-19 Coordinator) must collect and maintain accurate records of attendees, including contact information. Records should include a complete list of all the individuals who attended each day of the sanctioned event/training.
- b. Follow jurisdictional Health Guidelines for timelines to destroy data collected in the appropriate way.
- c. At the end of the event/training please encourage the participants to notify the local health authority and Canada Snowboard (if you feel comfortable) after the event/training if the following has happened:
- d. Encourage participants to notify the event organizer if any of the following happen:
 - i. They become ill.
 - ii. They experience COVID-19 symptoms.



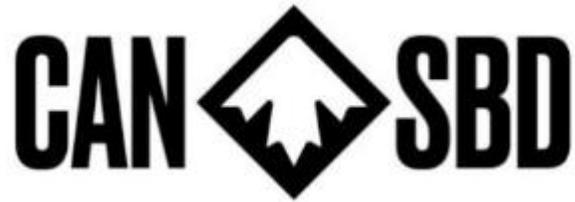
- iii. They find out that someone with whom they have been in contact prior to the activity/event/training has tested positive for COVID-19.
- e. State that confidentiality will be respected.
- f. Individual health privacy must be respected. While the event organizer may request that the individual notify them of a positive COVID-19 test result, they can't mandate that participants notify them.
- g. If individuals do not wish to share the results with the event organizer or Canada Snowboard, or you are unsure of how to handle the situation, contact your local Public Health Unit for advice on how to proceed.



Appendix A - Role of COVID-19 Coordinator

Duties include (if not already done by the PTSA Representative/Event Organizer):

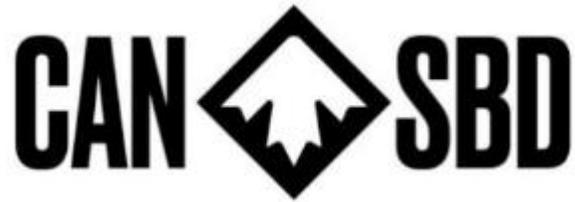
- Liaise with local and Provincial Health authorities on specific rules and regulations around COVID-19, including but not limited to emergency protocols.
- Liaise with venue/resort partner for any specific COVID-19 policies and procedures they may require, including but not limited to: ski patrol, emergency protocols, and any designated-on site quarantine space(s).
- Establish a central contact point for all participants and staff for COVID-19 questions and concerns.
- Monitor compliance of required symptom checks if required by the PTSA. Ensure attestations are completed and follow up with appropriate action as needed.
- Maintain a record of contact information for **all** participants in attendance at the event or competition for notification and Health Authority' contact-tracing purposes. A [Canada Snowboard Contact Tracing](#) document is available online should event organizers choose to use it.
- Develop back-up staffing and volunteer plans, including cross-training individuals and maintain a roster of trained back-up personnel.
- Consider virtual training for your coaches/event staff and key volunteers on all safety protocols
- Make available (electronically or otherwise) the COVID-19 mitigation strategies that the competition is utilizing.



Appendix B - Pre-Event Participant Communication Checklist

Organizers must include the following information in all event communications;

- Expectations for participants to follow, based on jurisdiction
- Health considerations/knowledge
 - i. local health authority guidelines, recommend inclusion of link to local guidelines
 - ii. resort guidelines, for example use of common facilities, change rooms, food and beverage etc.
 - iii. health considerations for non-participation; COVID-19 symptoms, etc.
 - iv. use of PPE; face covering, gloves, hand sanitizer, antibacterial wipes and soap on their person. This should align with local health authority guidelines
 - v. COVID-19 transmission routes and mitigation strategies – through email notifications to participants around steps which are being taken by event organizers to reduce risks
- Registration requirements
 - vi. online registration, no on-site registration is allowed
- Participants;
 - vii. must bring their own water bottles (filled), towels, radios, drills, cameras and other equipment needed. Do not allow sharing of items. All individual participant equipment should be sanitized before, during and after competition each day, or as often is reasonable within the competition parameters.
 - viii. are highly recommended to arrive changed and ready to train or compete
 - ix. bring a fully sealable bag to store all personal items in
 - x. clean all of their own equipment with a disinfectant before and after training or competing
- COVID-19 symptom reporting protocols



Appendix C - Post Event Participation Communication Checklist

At the end of the activity please encourage the participants to notify the local health authority and Canada Snowboard (if you feel comfortable) after the activity/event/training if the following has happened:

Encourage participants to notify the event organizer if any of the following happen:

- o They become ill.
- o They experience COVID-19 symptoms.
- o They find out that someone with whom they have been in contact prior to the activity/event/training has tested positive for COVID-19.

State that confidentiality will be respected.

Individual health privacy must be respected. While the activity leader may request that the individual notify them of a positive COVID-19 test result, they can't mandate that participants notify them.

If individuals do not wish to share the results with yourself or Canada Snowboard, or you are unsure of how to handle the situation, contact your local Public Health Unit for advice on how to proceed.

Contact Tracing and managing positive COVID-19 test results, exposure or symptoms

Event Organizer (Covid-19 Coordinator) should immediately contact their local Public Health Unit upon receiving information that a participant or attendee (including individuals at the venue of the event/training have done any of the following:

- o Developed symptoms of COVID-19.
- o Tested positively for COVID-19 before, during or after the sanctioned activity.
- o Found out that someone with whom they were in contact with prior to the sanctioned activity has tested positive for COVID-19.

Event Organizer (Covid-19 Coordinator) will work with the Public Health Unit to supply the list of attendees and contact information.

Event Organizer (Covid-19 Coordinator) will then follow guidance from their Public Health Unit on how to proceed. This might include contacting participants of the sanctioned activity or the Public Health Unit may do this.

Event Organizer (Covid-19 Coordinator) should follow the instructions of the Public Health Unit to make sure that everything is done appropriately and notify their PTSA and Canada Snowboard immediately to let them know of the situation. Canada Snowboard will work with activity or event lead alongside the public health authority.