



SSC COMPETITION GUIDELINES

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COMPETITION GUIDELINES

Speed Skating Canada's number one priority is the health and well-being of our speed skating community and the general public who live, work, and play in our shared spaces.

The following guidelines are reasonable precautions to create conditions for competitions that are representative of our sport and are not unduly hazardous for all participants - athletes, coaches, officials, volunteers, and spectators. These guidelines must be put in place as minimum standards for all SSC sanctioned national competitions and should be considered by organizers of other competitions at the provincial and local level.

Federal, provincial, and local health authority requirements must be met before implementing the SSC competition guidelines. Facility requirements regarding venue capacity and the permitted use of the space must also be considered in the planning for a competition.

Please note that in order to maintain a safe environment for all participants and spectators, expect the competition to take longer. Plan accordingly.

This document is subject to change as we learn from our experiences and are made aware of new information.

Venue Preparation

1. Engage with the local health authority
 - a. To be aware of relevant protocols regarding situations that may arise during the competition.
 - b. To confirm required responses to reports of COVID-19 symptoms and/or a positive test.
2. Meet with the venue
 - a. To ensure appropriate environmental hygiene practices are in place.
 - b. To confirm venue staffing for the event.
 - c. To confirm entry and exit points that will be used during the competition.
3. In consultation with the venue
 - a. Create a designated "flow" through the venue including directional traffic in hallways and through shared spaces indicated by appropriate signage.
 - b. Place signage throughout the venue to remind participants and spectators of physical distancing, mask use, and to practice good hand hygiene.

Know Who's There

1. Registration

- a. Register all participants, coaches, officials, volunteers, and skaters in the organizer's database. For SSC sanctioned national competitions, this information must be shared with SSC staff prior to the beginning of the event.
- b. Registration must include at least one phone and/or email contact for each person.
- c. Use registration information to support sharing of pre-event information package and any required response to a potential COVID-19 case.
- d. No media inside the venue during the competition in order to manage venue capacity.
 - i. Organizers may arrange outdoor interviews with masks and physical distancing or,
 - ii. Provide a designated indoor area for media AFTER the competition concludes each day

2. Daily Health Screening (see [Appendix A](#))

- a. All participants (including coaches, officials, and volunteers) complete an online self-assessment screening daily before arrival at the venue.
- b. Use a provincial self-assessment tool whenever possible, specific to the location of the competition.
- c. Participants must confirm completion of the screening tool daily by email to the competition organizer before arriving at the venue.
- d. Spectators (if permitted by the facility) also complete an on-line self-assessment screening daily before or upon arrival at the venue.
- e. Spectators confirm completion of self-assessment and provide email/phone contact.
- f. Maintain daily attendance records and associated contact information for 21 days. This will help to facilitate contact tracing should an attendee test positive for COVID-19.


Meetings

1. No face-to-face meetings for coaches and/or officials.
2. Coaches' and officials' meetings may be held online.
3. In place of meetings, information will be posted online and/or shared through email or Dropbox.
4. No social gatherings outside the competition associated with the event such as banquets or team dinners.

Pre-Event Package

In the absence of face to face meetings the event organizers must prepare a pre-event information package. The package will be distributed to registered participants and may include the following.

1. SSC competition guidelines (required)
2. Travel advisory (see [Appendix E](#))
3. A copy of SSC's COVID-19 best practices (required)

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4. A virtual tour of the facility (video) to familiarize participants and spectators with how the competition venue will be managed to keep everyone as safe as possible (optional)
 5. Links to the self-assessment tools in use for the competition (required)
 6. SSC competition guidelines for officials (optional)
 7. Competition schedule including the earliest time participants may enter the facility (required)
 8. List of competitors (required)
 9. Messaging from the chief referee regarding aspects related to racing and the application of rules in the competition (optional)
 10. Messaging from the organizer regarding the running of the competition and information related to having the safest possible environment for racing (required)

First Aid


1. Competition organizers to confirm with first aid personnel that personal protective equipment (PPE) is available as follows:
 - a. Medical grade PPE available for first aid personnel, including masks, eye protection, and gloves.
 - b. Disposable masks available as required for skaters requiring an assessment/treatment for an acute injury.
 - c. Sanitizing materials to clean and sanitize all surfaces in first aid room after each assessment/treatment.

Enhanced Emergency Action Planning (see [Appendix B](#))

1. In addition to the Emergency Action Plan (EAP) for competition that complies with rule D5-100 (requirements for all SSC sanctioned events), an enhanced EAP should include a planned response to the following:
 - a. Withdrawal of a competitor, official, or volunteer from competition due to symptoms of COVID-19.
 - b. Withdrawal of a competitor, official, or volunteer due to a positive test for COVID-19.
 - c. A post-competition report of a positive test for COVID-19 linked to participation in the competition or attendance at the venue during the competition.
 - d. A request for attendance records for the purposes of contact tracing for each day of the competition for up to 21 days after the final day of the competition.
 - e. A participant or spectator that repeatedly fails to follow these guidelines and, refuses to do so after a reminder from the safety officer resulting in a denial of access to the venue.

Considerations for Capacity Management

1. Implement an “In and Out” participation model to reduce time skaters spend at the venue and limit interaction between groups of participants. Potential solutions may differ between short track and long track, but may include:
 - a. Split schedule (e.g., men in the morning and women in the afternoon).
 - b. Competition cohorts, for example 12-16 skaters, enter and exit the venue together maintaining the same cohort for the entire competition.
 - c. Multiple cohorts to limit interactions while maintaining overall number of skaters.

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- d. Increase timing between distances to allow skaters to clear the venue before the next group of participants enters.
 2. It may also be necessary to reduce the number of skaters permitted in the competition. For SSC sanctioned national competitions, this decision must be taken in collaboration with SSC staff.
 3. Less is better, keep numbers well below the maximum venue capacity.

Dressing Rooms


1. Use dressing rooms only if permitted by the facility, if appropriate sanitization is available and if minimum physical distancing of 2m can be maintained.
2. If no access to dressing rooms, assign designated waiting areas throughout the venue with physical distancing for athletes not racing.
3. Bags, clothes, jackets, and shoes remain in a designated change area until race is completed.

Warm-Up

1. Athletes will warm-up in the same group that they will race
2. Athletes to warm up outside in a designated area if possible. Avoid any shared space with the general public.
3. Designate an indoor warm-up area if permitted by the facility,
4. Limit time spent in an indoor warm-up area to 15 minutes.
5. Maintain physical distancing and limit numbers in the warm-up area.
6. Monitor environmental hygiene in the warm-up area and wipe down touch points at regular intervals.
7. If stationary bikes are available and permitted by the facility, wipe down before and after each use. Bikes should be physically distanced, or a barrier placed between bikes.
8. Hand sanitizer must be available in the warm-up area.
9. Limit on-ice warm-ups to small groups (e.g., no more than 16 skaters at a time for short track; as per facility guidelines and physical distancing requirements for long track). Consider shortening or removing the on-ice warm-up due to limited available time.
10. If a separate cool down area cannot be provided ensure that skaters do not mix with skaters warming up

Heat Box / Clerk of the Course

1. Skaters will arrive to the heat box / clerk of the course area dressed, with skates on, and ready to race.
2. Skaters will be physically distanced a minimum of 2m in the heat box / clerk of the course area.
3. Area will be limited to one race at a time.
4. Hand sanitizer will be available.
5. Clothing items, including jackets and shoes, will remain in the designated change area or dressing room unless the following conditions are met.
 - a. No items are to be left in the heat box or clerk of the course area during racing.
 - b. Personal items including skate guards are placed in a 20-liter plastic bin provided by the individual skater
 - c. The bin is not shared

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- d. The bin is carried by the skater onto the ice and placed in a designated area by the exit before reporting to the start line
 - e. The bin is not to be handled by volunteers and is part of the individual skater's equipment
 6. Identify separate entry and exit points to the ice.
 7. If entry and exit is through the same door, control movement so that skaters do not mingle with the next or previous race.
 8. Skaters must carry their own skate guards and/or bin to the exit door; skaters' equipment not to be handled by volunteers.

Masks (see [Appendix C](#))


1. Masks will be worn indoors, in all spaces, at all times.
2. Mask will be worn during all indoor warm-up activities.
3. Mask will be worn during outdoor warm-up activities, unless physically distanced by at least 2m.
4. Masks will be worn during racing for short track competitions.
5. For long track competitions, masks will be worn during mass start, team pursuit and team sprint racing. Pairs may remove their masks before going to the line for individual distances and must replace them upon conclusion of the race.

Coaches' Box

1. No coaches' box for short track unless all the following conditions can be met:
 - a. Coaches are physically distanced at least 2m, wearing masks, and remain in a designated marked area.
 - b. Hand sanitizer is available for sanitizing of hands before entering and exiting the coaches' box.
 - c. No coach to lean on or touch the mats or boards.
 - d. The coaches' box is not in the air stream of the racing skaters. It must be either behind shielding or situated 4m or more from the edge of the rink.
 - e. The number of coaches in the box is limited to the number of racing skaters.
2. A coaching box is permitted for long track under the following conditions:
 - a. Coaches are physically distanced at least 2m, wearing masks, and remain in a designated marked area.
 - b. Hand sanitizer is available.
 - c. The number of coaches in the box is limited to the number of racing skaters.
3. A briefing/de-briefing area that permits 2m physical distancing may be provided for coaches/skaters (recommended not required).
4. Coaches may only view racing from designated areas. No congregating is permitted along the boards or next to the ice surface.
5. If the conditions for a coaches' box cannot be met a designated "coaching area" may be created in the stands physically distanced at least 2m from all other participants and spectators.

Officials / Volunteers (see [Appendix D](#))

1. Any official or volunteer may withdraw from the competition at any time if they feel the competition conditions pose an unacceptable risk to themselves or their close contacts.

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2. All officials and volunteers shall wear masks in all indoor spaces at all times.
 3. Hand sanitizer will be provided in each workspace occupied by an official or volunteer.
 4. On-ice officials shall physically distance a minimum of 2m.
 5. Starters shall physically distance a minimum of 2m.
 6. Use electronic whistles/air horn or similar sound making device in place of a traditional whistle which would send droplets into the air.
 7. Limit the number of officials/volunteers to minimum requirements that allow a competition to be held safely. See [Appendix D](#) for recommendations.

Timing Deck

1. Limit numbers on and around the timing deck.
2. Physical distancing, separate work area for each person on the timing deck with a physical barrier or a minimum 2m distance between each person.
3. No sharing of work materials including paper, laptop, pencils, pens.
4. Hand sanitizer readily available.

Results

1. No paper – no posting.
2. Results must be posted online or shared via email or Dropbox.
3. Recommend no medal ceremony, medals to be distributed in a physically distanced manner
4. Electronic transfer of race information amongst officials wherever possible, by cell phone, text, or file sharing software.

Environmental Hygiene

1. Clean all shared equipment between each use (e.g., transponders).
2. Use individual helmet covers or individual numbered helmet stickers to eliminate sharing
3. Recommend skaters bring their own red/white arm band for long track
4. Clean high touch points in heat box / clerk of the course areas.
5. If track stewards are sharing equipment (e.g., squeegee, buckets, track markers), use hand sanitizer and clean equipment after each use/touch.
6. When setting up the mats for the competition practice good hand hygiene before and after placing the mats on the ice
7. Skaters should practice good hand hygiene before and after racing particularly after untying their skates

Food Service

1. No self-serve.
2. Recommend all participants have a re-useable water bottle labelled with their name
3. Recommend pre-packaged meals.
4. Pick-up, or delivery, in a manner that maintains physical distancing of at least 2m and minimizes touch points.
5. No communal use coffee urns.



Safety Officer(s)

1. Appoint a person or persons to maintain safety protocols through monitoring of physical distancing and environmental hygiene practices.
2. The Safety Officer is responsible for monitoring and enacting the Enhanced Emergency Action Plan.
3. He or she also maintains a daily attendance list, to be kept for 21 days after the last day of the competition.

Spectators

1. Spectators may attend only if venue capacity permits spectators.
2. Spectators submit to screening before entering the venue.
3. Contact information is collected from each spectator for the purposes of contact tracing.
4. Spectators remain in designated areas physically distanced a minimum of 2m.
5. All spectators will wear masks.
6. When spectator capacity is limited, one or more of the following steps may be enacted:
 - a. One spectator per skater
 - b. One spectator for each junior skater, no spectators for senior skaters
 - c. No spectators
7. No spectators may congregate along the boards or next to the ice to view races.



APPENDICES

APPENDIX A

COVID-19 Self-Assessment Tools

The following links provide access to the Health Canada COVID-19 self-assessment tool, as well as links to Provincial and Territorial self-assessment tools (if available). Use the tool applicable to the location of the competition.

COVID-19 Self-Assessment Tool Health Canada

- <https://ca.thrive.health/covid19/en>

Outil d'auto-évaluation COVID-19 Santé Canada

- <https://ca.thrive.health/covid19/fr>

APPENDIX B

Enhanced Emergency Action Planning

1. Attendance tracking


- a. Maintain accurate attendance records for each day of the competition.
- b. Compare expected attendance of registered participants (skaters, coaches, officials, and volunteers) to actual attendance.
- c. If a participant is in attendance for any day of the competition and is absent from a subsequent day of the competition, confirm the reason for the absence.
- d. Maintain the attendance records for 21 days after the final day of the competition.
- e. If requested by the local public health authority, make attendance records available for contact tracing.

2. Withdrawal of a participant (skater, coach, official, or volunteer) from competition due to symptoms of COVID-19

- a. The participant should follow local health directives regarding self-isolation and testing.
- b. Be cognizant of an individual's right to privacy. Do not name the participant, nor in what role they attended the competition. Inform the competition that a participant has withdrawn from participation due to COVID-19 like symptoms, and that the participant is self-isolating and is following the directives of the local health authority.
- c. Follow the directives of the local health authority regarding the resolution of symptoms. Contact tracing may be required.
- d. Inform SSC staff immediately of the withdrawal of the participant(s) and the activation of the Enhanced Emergency Action Plan.

3. Withdrawal of a participant (skater, coach, official, or volunteer) due to a positive test for COVID-19

- a. The participant should follow local health directives regarding self-isolation and contact tracing.
- b. Be cognizant of an individual's right to privacy. Do not name the participant, nor in what role they attended the competition. Inform the competition that a participant has withdrawn from participation due to a positive test for COVID-19, and that the participant is self-isolating and is following the directives of the local health authority.
- c. Follow the directives of the local health authority. Make attendance records available for contact tracing if required.
- d. The local health authority may require the cancellation of the remaining days of competition.
- e. Have a communication plan in place to inform participants if cancellation occurs, using contact information gathered through the registration and screening processes.
- f. Inform SSC staff immediately of the withdrawal of the participant(s) and the activation of the Enhanced Emergency Action Plan.

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4. **A post-competition report of a positive test for COVID-19 linked to any person in attendance at the venue during any day of the competition**
 - a. Follow the directives of the local health authority. Make attendance records available for contact tracing if required.
 - b. Inform SSC staff of a post-competition report of a positive test for COVID-19.

APPENDIX C

Masks

Consult the following Government of Canada links for appropriate use of a non-medical mask or face covering:

- <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/prevention-risks/about-non-medical-masks-face-coverings.html>
- <https://www.canada.ca/fr/sante-publique/services/maladies/2019-nouveau-coronavirus/prevention-risques/a-propos-masques-couvre-visage-non-medicaux.html>

1. Mask must cover the mouth and nose.
2. A buff, neck warmer or similar single layer cloth covering is not sufficient as a mask.
3. A disposable medical mask or a re-useable cloth mask (multiple layer construction) is recommended.
4. A fitted mask that forms close to the face and nose, resting below the glasses, is least prone to fogging.
5. A mask secured over the nose with medical tape will also greatly reduce fogging.
6. A mask is most effective when clean and dry. Have more than one mask available to complete a day of racing.

APPENDIX D

Officials/Volunteers

Suggestions and examples on limiting the number of officials and volunteers are listed below.

- 1. For short track selection and/or championship events (assigned officials)**
 - a. 2 referees on-ice
 - b. 1 referee on video replay
 - c. 2 starters
 - d. 1 competitors' steward/recorder

- 2. For long track selection and/or championship events (assigned officials)**
 - a. 3 referees
 - b. 2 starters

- 3. For all non-selection and non-championship events**
 - a. 1 referee to manage the competition
 - b. 1 starter
 - c. 1 recorder

- 4. For all events**
 - a. 1 heat box steward / clerk of the course
 - b. Track stewards, maximum 3 per corner. Consider a block schedule so that track stewards work a block then go home. Sanitize all equipment between scheduled blocks.
 - c. Tech support for video replay
 - d. Electronic timing personnel as required (maximum of 2)
 - e. In the absence of a separate electronic backup timing system, use a video camera to record the race (start and finish lines) to get times. This will eliminate the need for manual backup timers and judges. Treat these times as a "manual" time.
 - f. 2 runners, who will be needed to go to the dressing rooms or designated change area to bring the next race to the heat box, as there will be no waiting in the heat box. Runners should not be posting paper. Runners should not handle skaters' equipment, guards, shoes, or jackets.
 - g. Food service for officials - look to serve a box lunch as this may limit the volunteers required to no more than two.
 - h. If using a split schedule consider a similar schedule for the volunteers, one group in the morning and a different group in the afternoon.

APPENDIX E

Pre / Post Competition Travel Advisory

Regarding travel of an hour or more to or from a competition venue, be aware of the personal risk involved regarding your method of travel.

If you have been in recent contact with anyone who has symptoms of COVID-19 or has a positive test, do not travel.

At any time if you are feeling unwell be aware that you will be denied access to the venue and your travel home may be restricted until you are symptom free and/or have a negative test result for COVID-19.

Confirm whether additional expenses incurred because of imposed travel restrictions and/or quarantine are covered by your insurance. Expenses due to delayed travel and/or quarantine are a personal responsibility.

Speed Skating Canada's competition guidelines are reasonable precautions to create conditions for competitions that are representative of our sport and are not unduly hazardous for participants. While these guidelines are in place to mitigate the risk of exposure to COVID-19, that risk is not zero.

Travel to, and participation in a competition is a personal choice. SSC's ability to control conditions related to a competition do not extend beyond the venue. Be aware of all the risks associated with travel including airports, hotels, and restaurants.

While participation in a competition is a personal choice, skaters may feel coerced to participate in particular competitions to maintain a national ranking, ensure future selection or to maintain standing with their peers. Speed Skating Canada recognizes the limitations of the current situation and will be looking at a fair means to address qualification and selection concerns that recognizes a personal choice not to participate in competitions during the 2020-21 season.