



COVID-19 Preparedness Plan for Highland Groveland Recreation Association (HGRA)

HGRA is committed to providing a safe and healthy workplace for all our athletes, volunteers, staff, and parents/spectators (referred to collectively as “participants”). To ensure we have a safe and healthy environment for all planned events, HGRA has developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic.

All participants are responsible for assisting with implementing this plan as described below. Our goal is to mitigate the potential for transmission of COVID-19 at all HGRA games, practices and other HGRA-sponsored activities (referred to collectively as “events”) and within the larger community. Cooperation among all HGRA participants is the best way to address our collective health and safety.

The COVID-19 Preparedness Plan is administered by HGRA President Dennis Merley, who maintains the overall authority and responsibility for the plan. However, HGRA expects all staff and volunteers to support and implement this plan, and all participants to comply with it.

HGRA’s COVID-19 Preparedness Plan is based on the industry guidance developed by the state of Minnesota, available at the *Stay Safe Minnesota* website (<https://staysafe.mn.gov>), which is based upon Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines for COVID-19, Minnesota Occupational Safety and Health Administration (MNOSHA) statutes, rules and standards, and Minnesota’s relevant and current executive orders. It addresses:

- ensuring sick participants stay home and prompt identification and isolation of sick persons;
- social distancing – everyone must be at least six-feet apart except where participant competition makes this impossible;
- hygiene and source controls, including face coverings;
- equipment cleaning and disinfection protocol; and
- communications and training practices and protocol.

HGRA has reviewed and incorporated the industry guidance applicable to our business provided by the state of Minnesota for the development of this plan, including the industry guidance for Organized Sports. Other conditions and circumstances included in the industry guidance and addressed in the plan that are specific to our business include:

- additional protections and protocols for participants;
- additional protections and protocols for face coverings and personal protective equipment (PPE);
- additional protections and protocol for access to practice and game locations;

- additional protections and protocol for sanitation and hygiene;
- additional protections and protocol for distancing;
- additional protections and protocols for managing occupancy;
- additional protocols to limit face-to-face interaction; and
- additional protections for use of equipment.

These requirements and guidelines set forth in this plan apply to all participants without regard to whether or not a participant has received a COVID-19 vaccination.

Ensuring Sick Participants Stay Home/Prompt Identification and Isolation of Sick Persons

All HGRA participants are encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess participants' health status prior to attending an HGRA event and for participants to report when they are sick or experiencing symptoms:

- Prior to attending an HGRA event, participants are required to review a screening survey that checks for COVID-19 symptoms, close contacts with confirmed cases and quarantined cases, and out-of-state travel. A suitable survey will be posted on HGRA's web site at www.hgra.org.
- Any participant who is experiencing any of the established COVID-19 symptoms, including but not limited to mild to severe respiratory illness with fever, cough and difficulty breathing, has been in contact with someone with COVID-19 in the last 10 days, or whose answers to the screening survey indicate possible COVID-19 exposure, should not attend an HGRA event. In addition:
 - For athletes, the coach or sport program director should be notified of the reason for non-attendance.
 - For volunteers, the sport program director or HGRA president should be notified off the reason for the non-attendance.
 - For staff, their supervisor or sport program director should be notified of the reason for the non-attendance.
- If a participant begins to feel ill during an HGRA event, they must immediately leave the fielder facility where the event is taking place:
 - An athlete or staff member under the age of 18 must be isolated with adult supervision until a family member or guardian arrives.
 - A staff member working at an event where no other HGRA officials are present should inform one of the coaches or instructors at the event and then depart from the event. If the staff member is under the age of 18, the coach or instructor shall ensure that the staff member is properly isolated and supervised, and that a family member or guardian has been contacted.

- If a participant or someone with whom the participant resides tests positive for COVID-19 and has been at an HGRA event within 10 days of getting the test result, the participant must report the positive test to the Minnesota Department of Health (MDH) and to the HGRA president at hgrapresident@mail.com within 24 hours, and cooperate with contact tracing efforts by the MDH.
- The participant and anyone with whom the participant resides may not attend an HGRA event until they have met the applicable CDC guidance (<https://www.cdc.gov/coronavirus/2019-ncov/preventgetting-sick/when-its-safe.html>).

HGRA will work to protect the privacy of staff's status and health information by limiting the disclosure of such only as needed to comply with MDH and CDC guidelines.

Social Distancing – Participants Must Be At least Six Feet Apart

Social distancing of at least six feet will be implemented and maintained between participants at all HGRA events, except where participant competition makes this impossible, through the following measures:

- All social distancing guidelines issued by the MDH and CDC are expected to be followed and will be communicated to all registrants and monitored.
- Athletes will be required to be socially distant when they are on the bench, on the sideline or any other time in which they are not actively participating in their event.
- Parents/spectators will be required to maintain at least 6-foot distancing from other spectators and must observe events from specifically designated areas. Bleachers at any HGRA field or facility will be off limits except for events at the Highland Park Senior track facility or other similar facility where social distancing can be maintained.
- Practices and games will be staggered to allow all participants to depart from the practice or game field before other participants are allowed to enter. Games will end with a hard stop regardless of how much time/how many innings are left to play.
- Post-event team meetings, snacks/treats and other gatherings are not permitted on the field at any event.
- Staff/volunteers will monitor all fields and facilities to ensure that social distancing guidelines are observed.
- Staff/volunteers will monitor all ingress and egress points to HGRA fields and facilities where bottlenecks might occur and will seek to ensure safe distancing.
- Instructions will be posted at all HGRA fields and facilities explaining:
 - Not to enter if they are experiencing symptoms of COVID-19;
 - About the venue's attendance limits;
 - That they are required to adhere to hygiene and social distancing instructions, signage and markings; and

- That they are required to follow the venue's requirements for wearing face coverings.
- All HGRA events are conducted in accordance with the occupancy requirements issued by the CDC and MDH. Therefore, HGRA may issue directives limiting the number of spectators per athlete at any particular event depending upon the particular facility at issue.

Hygiene and Sanitation

Basic infection prevention measures will be implemented at all HGRA events:

- Staff, volunteers and athletes will be instructed to sanitize their hands at the beginning of every event to which they are assigned and after all use of shared equipment or restroom facilities.
- Spectators are encouraged to have hand sanitizer available for participants.
- All participants are instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing, and to avoid touching their face, particularly their mouth, nose and eyes, with their hand.
- HGRA does not own or maintain our fields or event locations. Nevertheless, HGRA will endeavor to maintain good hygiene practices during the time that our events are conducted.
- Athletes are encouraged to bring and maintain control of any equipment needed to participate in their event (e.g., batting helmets, bats, goalie gloves, etc.). Volunteers will use appropriate cleaning and disinfectant supplies to sanitize shared equipment.
- Where portable restrooms are provided, participants are expected to use hand sanitizer after each use.

Face Covering and Source Control

HGRA encourages all participants to follow recommended practices from the CDC for covering their mouths and noses when they cough and/or sneeze, and to avoid touching their face, nose, eyes or mouth. All tissues and similar items must be disposed of at proper waste receptacles.

HGRA will follow all guidelines from the CDC and MDH regarding the use of masks and face coverings. Due to the emergence of new and apparently more contagious strains of the coronavirus, as well as the difficulty of maintaining distancing among young athletes during competition:

- All participants are required to wear a mask at and during all HGRA events.
- Participants will be required to exit the HGRA event if they are not in compliance with this policy.

HGRA will review this face covering policy on an ongoing basis and will announce modifications of it if when doing so is considered appropriate.

Communication and Enforcement

This COVID-19 Preparedness Plan will be communicated via email to all registered participants and volunteers, and is posted on the HGRA web site at www.hgra.org. Additional communication will be ongoing by needed via email and social media. Appropriate training will be provided to Board Members, Sports Commissioners and Administrative Staff to ensure compliance with the Plan.

A COVID-19 Preparedness Plan for each individual HGRA program will be emailed to all registered participants and volunteers and is incorporated by reference into this overall plan. Those plans set forth more specific instructions on:

- social distancing protocols and practices;
- hygiene and respiratory etiquette;
- requirements regarding the use of face-coverings;
- requirements for not attending events if they are experiencing symptoms or have contracted COVID-19.

All participants are requested to take an active role and collaborate in carrying out the various aspects of this plan, and update the protections, protocols, work-practices and training as necessary. Intentional or repeated failure to comply with this policy may result in discipline, up to and including expulsion or preclusion from HGRA events.

This COVID-19 Preparedness Plan has been certified by HGRA management, will be posted on the HGRA website at www.hgra.org and will be updated as necessary.

Certified by:
Dennis J. Merley
HGRA President
February 8, 2021