



SOUTH LOUDOUN BASKETBALL



2020-21 South Loudoun Basketball COVID-19 Safety Procedures

Introduction

South Loudoun Basketball is committed to ensure the safety and well-being of the players, parents, coaches, officials, Board Members and PRCS staff that support the league. South Loudoun Basketball is also committed to provide a recreational basketball environment following the local, state and federal guidelines pertaining to the COVID-19 pandemic. With this in mind, South Loudoun Basketball is making the following changes outlined in this document that will be in effect for the 2020-21 season.

COVID-19 Team Manager Responsibilities

Every team will be required to recruit parent volunteer(s) who will be designated as the Team Manager(s) and who will be responsible for the enforcement of the COVID-19 policies. Teams are encouraged to identify a primary and backup or set up a rotation among 2-3 parents to fill this role. An online training session will be required for team managers prior to the start of the season.

Health Screening on the day of participation

To be cleared for participate in South Loudoun Basketball, the Board Members, officials, coaches, parents and players must agree to complete a health screening questionnaire located in [Appendix A](#). If any participant does not meet the criteria to safely participate, the player and parent must voluntarily sit out of a scheduled activity until all the evaluation criteria are met. The COVID-19 Team Manager will be responsible for completing the online Daily Team Report form, located in [Appendix B](#).

Contact Tracing

The COVID-19 Team Manager will be responsible for taking attendance at the South Loudoun event. The Daily Team Report form, located in [Appendix B](#), must be submitted online no later than 24 hours after the scheduled event. Any absences from the practices must be documented with a reason for the missed practice, regardless of the reason for the absence.

Mandatory Voluntary Reporting of COVID-19 Positive Test

All South Loudoun Basketball participants must agree to report any COVID-19 positive test results so that South Loudoun Basketball can complete precautionary contact tracing. Due to the sensitivity and health privacy laws, an online reporting form will be made available and sent directly to the South Loudoun Basketball President. The President will be responsible for maintaining the privacy of the individual who has tested positive and will use the Daily Team Reports to provide notifications to any participants who may have been exposed to the participant that tested positive. [Appendix C](#) has a form letter to notify participants of a positive test result and all required precautions.

The participant that tests positive for COVID-19 will be prohibited from participating in South Loudoun Basketball activities for a minimum of 14 calendar days and must have a negative test before being cleared for participation. The South Loudoun Basketball President will be responsible for documenting and tracking these cases. [Appendix D](#) has the form that the South Loudoun Basketball president will use to track these cases. This information will remain confidential and not shared with anyone.



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Cleaning Procedures

All facilities will be stocked with cleaning supplies. The COVID-19 Team Manager is responsible for wiping down common, high-touch areas are cleaned prior to, and during events. High touch areas include the bench/seating area, game ball (during games), entry/exit door handles, etc. For games, the scoreboard console and scoring table must be wiped down between games. The game ball must be cleaned at every quarter break, and at a stoppage close to the halfway point of each period.

Entry and Exit Procedures

Specific entry and exit procedures are outlined in the Practice Procedures and Game Procedures. Players have a window of arrival described in those procedures. Players and Parents must adhere to these procedures, and no exceptions will be permitted.

Mask Requirements

- All participants, spectators and officials are required to wear a mask when entering and exiting the building
- All game spectators are required to wear a mask at all times when inside the facility. Masks can be temporarily removed to take a drink of water. All spectators must maintain a social distance of 6'.
- All coaches, assistant coaches and COVID-19 team managers are required to wear a mask at all times inside the building, and outside the building when in close contact (less than 10') from a player, parent or official
- All officials will be required to wear a mask when entering and exiting a building, and during the pre-game interactions with players, coaches and the scoring table
- The PRCS attendant, coach, assistant, COVID-19 Team Manager or Board Member reserves the right to remove a participant or spectator from the building who are not following the mask requirement

Facility Restrictions

- All participants must bring their own water bottle, their own basketball (practices only), and any other equipment needed for the day. No sharing of water or equipment will be permitted.
- Use of water fountains is prohibited
- Participants are encouraged to limit the use of the restrooms while at the facility. Parents should encourage the players to use the restroom before going to practice to try and limit the need to use the restrooms at the facilities
- All participants must strictly adhere to the Entry and Exit procedures outlined in the Practice Procedures and Game Procedures
- During practices, only the Coach, Assistant Coach, and COVID-19 Team Manager are permitted in the building. All other parents, siblings, and others may not enter the building.
- During games, all spectators must check in with their team's COVID-19 Team Manager to record their attendance at the game.
- All spectators will be required to maintain social distancing between families. COVID-19 Team Managers will monitor and spectators must comply with PRCS and COVID-19 Team Manager instructions.



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Team Composition

- Teams will be permitted to have a maximum of 2 coaches at practices and games.
 - o Teams are permitted to designate a substitute assistant coach to fill in when coach or the assistant is not available.
- Teams will be required to designate a COVID-19 Team Manager. Teams may assign alternates or sharing of those duties if desired.
- Team will have a minimum of 9 players and a maximum of 10 players to ensure that each team has an ample amount of players for practices/games while limiting the number of participants in the gym

Fall Program

- Fall Travel Training Prep Program will not have any competitions
- Training sessions are capped at 15 players per gym, 30 players per time slot
- Participants must reserve their weekly spot to ensure that the sessions do not exceed capacity
- Attendance will be taken at all training sessions
- Attendees must complete the Health Screening Questionnaire on the day they train
- Parents are not permitted in the building
- All of the Practice Procedures will be in place.

Winter Travel Tryouts and Pre-Season Player Assessments

- Individual Skills Evaluations Only. No 3v3 or scrimmage evaluations will be done
- Time Slot reservations and signups will be implemented to keep the maximum number of participants per gym to 15 or fewer, including the staff working the skills stations.
- Check in will be outside of the building.
- Markings for players to stand will be in place to enforce the social distancing guidelines
- The flow of the assessment will be one way to prevent any cross-traffic. There will be a single entrance and a separate single exit.
- **Parents and Coaches will not be permitted in the building.** Board Members will be assigned shifts to minimize the number of people in attendance.
- Masks will be required by all the Contractor Staff and Board Members working the Assessments
- Players will need to wear a mask for check-in and while waiting between stations; players can optionally remove their mask while they are doing the specific skill assessment
- Basketballs and other equipment will be cleaned and sanitized between uses

Winter Program

- Select and Travel Practices will begin on November 16, 2020
- House and Developmental Practices will begin on December 7, 2020
- High School House Practices will begin on December 19, 2020
- Games will not begin until after the Winter Break.



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Practice Session Procedures

1. Only one team per gym will be assigned for practices. Practices will be scheduled once per week.
2. Participants must arrive **no earlier than fifteen minutes** prior to the start of the session and no later than five minutes after the start of the session. **If the player arrives more than five minutes late, they will not be permitted to practice and will be marked absent from practice.**
3. Weather permitting, coaches will meet their teams outside of the building entrance, line their players up with the required distance. **Players may not enter the building until the coach arrives.**
4. All participants must wear a mask when entering and exiting the building, and when travelling to and from the restrooms. **Coaches, Assistant Coaches and COVID-19 Team Managers must wear a mask at all times.**
5. Only two coaches and the COVID-19 team manager are permitted to accompany the players into the gym. **All other parents and siblings are not permitted to enter the gym during practice.**
6. The COVID-19 Team Manager will ensure that attendance is taken and ensure that the player, coaches and the Team Manager has completed the self-assessment prior to entering the building
7. Coaches and players will enter the gym no earlier than five minutes prior to the start of their practice session. The COVID-19 team manager will let the PRCS supervisor know when all players have checked in to allow teams into the gym.
8. The COVID-19 Team Manager will remain in the staging area until five minutes after the start of the session to check in any participants who arrive late.
9. Once all the players have arrived, or if it is five minutes past the start of the session, the COVID-19 team manager will proceed to the gym and monitor the remainder of the practice
10. All players must bring their own basketball for practice sessions. Shared use of equipment will not be permitted during practice sessions.
11. The gyms will be equipped with floor marking discs. The coach will work with the PRCS staff to place the floor marking discs such that each player has a 10'-12' area in which to stand for the drills.
12. Players are to bring water bottles (WATER ONLY) to the gyms. **Use of the water fountains will not be permitted. WATER ONLY.** Players will NOT be permitted to bring in any other food or beverages. Players are not permitted to share water bottles or basketballs at any time.
13. Players will be given a designated area to put their water bottle, jackets, and equipment bag. The Coach, Assistant, and COVID-19 Team Manager will monitor to ensure players remain 10' apart during the practice session
14. **Player on Player drills will be permitted. Coaches shall limit player on player drills to a maximum of 30 minutes per practice. Masks are not required; however a player can choose to wear a mask**
15. Coaches may work on offensive plays and defensive sets by lining up the players in their positions and walking through the various play(s) **WITHOUT the use of a basketball.** Players must wear masks when walking through the offensive/defensive sets. Coaches should make every effort to limit the time that players are less than 10' apart. **Coaches are encouraged to use virtual methods and diagrams to work on teaching the players any plays or defensive sets.**
16. Teams will be required to end the practice session on time. At the conclusion of the practice, the team must exit the building in an orderly manner immediately following practice. No post-game conversations. **The COVID-19 Team Manager will be responsible for timekeeping during practice.**
17. Team huddles are strictly prohibited. Coaches must address players while all participants maintain a 10' distance.



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Game Day Procedures

1. Participants may not enter the building sooner than 15 minutes prior to the start of the game. The Coach or COVID-19 Team Manager will ensure that the gym is cleared prior to the teams entering the facility. Participants will meet outside the building and check in with their team's COVID-19 Team Manager (this includes spectators)
2. All participants must wear a mask when entering and exiting the building, and when travelling to and from the restrooms. **Coaches, Assistant Coaches, COVID-19 Team Managers and Spectators must wear a mask at all times.**
3. Seating in the bench areas will be set up so that players sit 6' apart. Players must wear their masks when seated in the bench area (when they are not in the game).
4. **Players are prohibited from bring their basketball to the game. Coaches will have a basketball that can be used for warm-ups. Only one basketball per team will be allowed.**
5. The COVID-19 Team Manager will ensure that attendance is taking and ensure that the players, coaches, spectators has completed the self-assessment prior to entering the building
6. Players are to bring water bottles (WATER ONLY) to the gyms. **Use of the water fountains will not be permitted. WATER ONLY.** Players will NOT be permitted to bring in any other food or beverages. Players are not permitted to share water bottles at any time.
7. Players will be given a designated area to put their water bottle, jackets, and equipment bag. The Assistant Coach will monitor to ensure players remain 6' apart while not participating in the game.
8. There will be one volunteer timekeeper at the scorer's table for the game who will be controlling the scoring panel. The timekeeper is required to wear a mask (except if taking a drink of water)
9. **We will not be using common scorebooks for any games this season.** Each team's assistant coach will be responsible for tracking playing time, points and fouls for the game using the game sheet provided in Appendix E. **The game sheet must be printed out and used for the game.** Players who have received five fouls will be disqualified. Coaches must have documentation if disputes arise.
10. **Game referees will not resolve disputes on playing time.** Playing time complaints must be filed within 24 hours to the division commissioner.
11. Game referees can adjudicate any discrepancies on player and team fouls or points not recorded during a stoppage of play if requested by either head coach.
12. Game Referees will coordinate with Home Team to clean and disinfect the game ball between quarters, and at a stoppage of play closest to the halfway point of the quarter. The Home team's COVID-19 Team Manager will clean/disinfect the scoreboard console and game ball before and after the game
13. Spectators must bring their own chairs. Use of the bleachers is prohibited. There is a Limit of one parent per child in attendance at the games. The COVID-19 Team Manager is responsible for monitoring game attendance and if necessary, coordinating the schedules.

Orderly Exit Procedures following games:

1. Immediately following the conclusion of the game, the COVID-19 Team Manager is responsible for the orderly exit of the players and spectators.
2. Spectators will remain in their seats until called. Players will remain in the bench area until called.
3. The COVID-19 Team manager will perform a roll call for each player present. When the player's name is called, that player and parent will meet up on the court and exit the facilities promptly.
4. Once all players have left, the coaches and COVID-19 Team Manager will depart the facility



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Appendix A – Health Screening Questionnaire

Participants (or parents of participants who are minors) must complete this questionnaire on the day they are scheduled to participate in South Loudoun Basketball activities

In the past 24 hours, have you or anyone in your household had:

1. A temperature of 100’F or above?
2. New cough that cannot be attributed to another health condition?
3. New shortness of breath that cannot be attributed to another health condition?
4. New sore throat that cannot be attributed to another health condition?
5. Gastrointestinal symptoms (diarrhea, nausea, vomiting) that cannot be attributed to another health condition?
6. New nasal congestion or new runny nose?
7. New loss of smell or taste?
8. Any other signs of illness that cannot be attributed to another health condition?
9. Travelled outside of the Washington, D.C. metropolitan area to include the District of Columbia and the states of Maryland, Virginia, and West Virginia in the past 14 days?
10. Knowingly come in contact in the past 14 days with a confirmed diagnosis of COVID 19?
11. Knowingly come in contact in the past 14 days with someone who is ill with a respiratory illness?

If you have answered yes to any of the above questions, you are not permitted to participate. You should not return until you can answer all questions with a “yes” and you or your family member are fever and symptom free, without the use of medication, for three consecutive days.

Appendix B - Daily Team Reporting Form

Team Name:	Age Group:	Coaches Last Name:	Team Manager Name:
Date/Time of Event:	Location of Event:	Practice or Game?	If Game, Opposing Team:
Participant Name	Verified Health Screen	In Attendance	Reason for Absence
{Name}	Yes	Yes/No	Self-Quarantined/Other



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Appendix C – Notification Letter regarding a positive test case

To {Affected Team Name}:

You are being notified that a positive COVID-19 case was reported, and you may be affected. Due to privacy concerns, we do not name the individual(s) who have self-reported; however, we do notify participants who may have come in contact with the individual (based on the daily attendance sheets taken by each team) so they may take proper precautions.

The individual last attended a South Loudoun Basketball function on {enter date here} at {Location}. The individual is in self-quarantine and must have a negative test and be symptom free for three calendar days before being allowed to rejoin South Loudoun Basketball activities.

Please be alert to potential symptoms and take the necessary steps to reduce the risk of spread. If you do not meet the criteria in the daily health screening, you must voluntarily remove yourself from participation until you meet the criteria.

Thank you,

Bill Morris, President, South Loudoun Basketball

Appendix D – President’s COVID-19 Case Tracking Form

Player	Team	Date Reported	Date of Last Activity	Contact Tracing Complete?	Notification Sent?	Date Cleared to Return	Comments