



## SKATE SHAKOPEE – OPERATIONS & SAFETY PLAN AS OF 7/28

### RESOURCES (links):

- [Detailed Schedule](#)
- [Official's Pre-Event Call Recording](#)
- [Athlete/Coach Pre-Event Call Recording](#)
- [Athlete/Coach "Know Before You Go"](#)
- [Volunteer Schedule](#)
- [Volunteer "Know Before You Go"](#)

July 31 – August 2, 2020

Sanctioned via Dakotah FSC

Hosted by Shakopee Ice Arena's Figure Skating Program

### [Shakopee Ice Arena](#)

1225 Fuller St. S., Shakopee, MN 55379

Phone: 952-233-9531

LOC Chair: Trudy Oltmanns; [trudyoltmanns@aol.com](mailto:trudyoltmanns@aol.com)

Chief Referee: Rick Perez; [rjperez@pacbell.net](mailto:rjperez@pacbell.net)

Recreation Facilities Manager: Troy Ciernia; [TCiernia@ShakopeeMN.gov](mailto:TCiernia@ShakopeeMN.gov)

Event Medical: Jane Peterson; [jane.bestnp@gmail.com](mailto:jane.bestnp@gmail.com)

U.S. Figure Skating Contact: Mia Corsini (\*not onsite); [mcorsini@usfigureskating.org](mailto:mcorsini@usfigureskating.org)

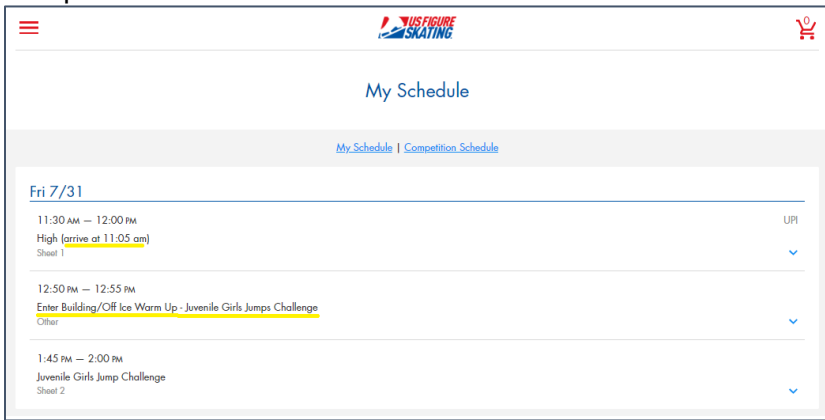
### SCHEDULE

The detailed schedule (competition and practice ice) can be found [here](#).

Athletes and coaches have designated times for arrival for both competition and practice ice.

No individual will have access to the building without appropriate supervision. Ushers will lead athletes to the appropriate locations in the building for off-ice warm up, locker rooms, access to ice and ultimately out of the building. Details of movements, in addition to chaperone policy, can be found below.

## Sample Skater Schedule via EMS:



## BUILDING ACCESS & LAYOUT

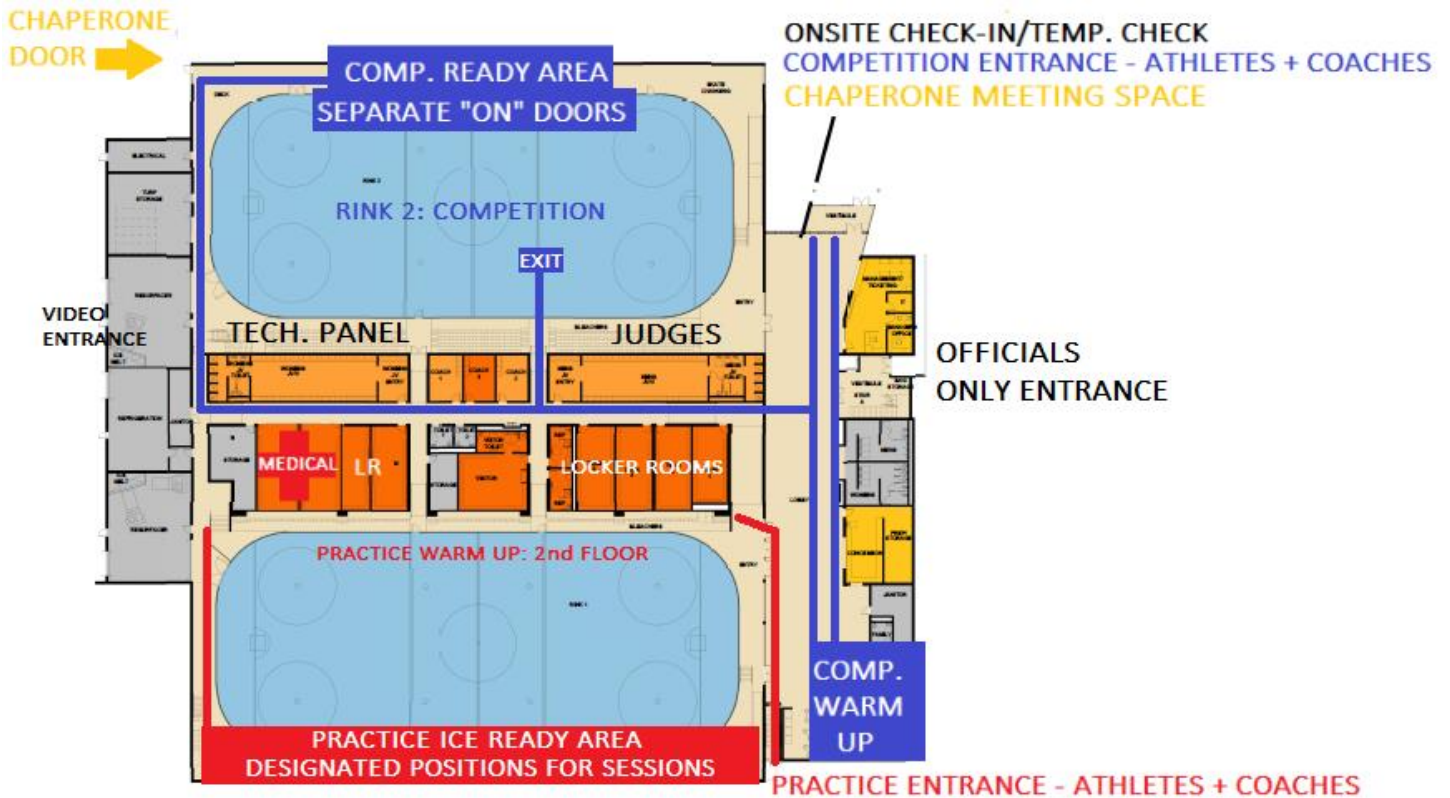
### - **ADMISSION POLICIES:**

- Pathways have been established within the facility to minimize footprint and socialization between user groups (athletes/coaches, officials, volunteers, chaperones etc)
  - Athletes who miss arrival time will be escorted to appropriate area in accordance with their schedule – cannot “redo” warm up
- Masks are always required to be worn for all admitted persons including athletes (unless skating) and a temperature check and questionnaire are required upon entrance
- There will be NO spectators at this competition
- All athletes 17 and under are permitted to have ONE chaperone (96 athletes), full policy below:
  - Due to limited access per local/state and facility requirements, Skate Shakopee is instituting the following admission policy as a condition of participation in the event. We ask all to review and adhere to this and are providing this in advance to eliminate any issues onsite or additional family members that will not be able to be admitted.

#### **Access to the event will be limited as follows:**

1. One chaperone (for athletes 17 and under) per registered athlete will be admitted for the athlete's actual competition time (no access to practice rink). The chaperone must be over the age of 18 and an immediate family member as defined in U.S. Figure Skating's SafeSport Handbook.
2. Chaperones will be escorted in and out by a competition volunteer and can only access designated area of arena with specific seating
3. Except under emergency circumstances, no additional persons beyond the one chaperone (if applicable)
4. Absent special dietary needs due to a medical condition, and no outside food/drink will be allowed.

5. Masks are always required to be worn for all admitted persons including athletes (unless skating) and a temperature check and questionnaire are required upon entrance.
6. Must arrive at designated time, access will not be permitted for any early/late persons - no exceptions. Designated times can be viewed [here](#) per event (see "Enter Ice for Warm Up/\*Chaperone Access")



## DESIGNATED AREAS, ROOM ASSIGNMENTS & SEATING NEEDS

Provide details on locations of barriers and furniture needs (i.e. tables, stools) for the following areas:

- Athletes/Coaches
  - o Registration/Check-In
    - Main Entrance of facility – temperature checks and health screenings will be conducted and tracked through [EMS Onsite Check-In](#);
      - Direct URL [here](#):
        - o [www.usfsaonline.org](http://www.usfsaonline.org) → EMS → Competition Management (Desktop) → Skate Shakopee → Admin → Onsite Check-In
    - NO hard copies of missing music and/or planned program content will be accepted onsite; connect with Chip Rauth (Music) and Elizabeth Harty (Accounting) on process for onsite electronic submission
    - Participants will only be admitted at approved time and access will not be permitted outside of [schedule](#)
      - Competition Registration/Check-In Needs:

- (1) Computer for Tracking/Check-In List for Back Up AND access to internet (registration volunteers have been instructed to bring their own devices to mitigate contamination)
    - Temperature/Health Screening details will be tracked via [EMS Onsite Check-In](#)
      - **100.4 is the maximum temperature for access**
        - **If temperature is over, access will be denied and Jane Peterson (Event Medical) will be contacted to address next steps. Individual will not be permitted in venue under any circumstances.**
        - *If someone becomes ill at the competition, need to be referred to a testing site and implement self-quarantine. No action needed in terms of protocol at the competition other than monitoring situation. Testing site/resources will be provided in this document and posted onsite. Locker rooms at far end of hallway have been reserved for emergency medical treatment & if needed, isolation*
      - Initial check-in (first time at facility) → check-in skater/coach with note re: temperature and responses to health screening
      - Additional check-in → add note to check-in record
    - Health Screening:
      - If the person answers yes to any of the following, ask the person to return home and notify their supervisor.
        - Fever or chills
        - Cough
        - Shortness of breath or difficulty breathing
        - Fatigue
        - Muscle or body aches
        - Headache
        - New loss of taste or smell
        - Sore throat
        - Congestion or runny nose
        - Nausea or vomiting
        - Diarrhea
- (2) Temple Thermometers
- Alcohol Swabs

- Sanitization/Bleach Wipes
  - Hand Sanitizer
  - Disposable Gloves
- Off-Ice Warm Up & Locker Rooms
  - There will be two warm up areas, one for competition (end of main hallway) and practice (2<sup>nd</sup> floor, top of bleachers). All off-ice warm up times are scheduled by the LOC and Chief Referee and each athlete must be escorted to the appropriate location per the schedule. IF an athlete misses their arrival/off-ice warm up, there will be no rescheduling. See above, "Building Access & Layout" for locations and pathway.
  - For competition, the schedule alternates use of Locker Rooms 1 – 6 throughout the day to allow for sanitization after use via electrostatic guns and conchrobium anti-microbial through facility.
    - A SafeSport compliance and background checked volunteer will serve as the locker room monitor at the top of the hallway and will support ushers in competition policies.
      - U.S. Figure Skating Locker Room Policy [HERE](#)
  - Access to Ice for Competition:
    - Groups of 6 will be led by competition usher from locker rooms at set time to ice entrances. There are 6 separate doors that will be allocated for each athlete and coach. Athletes will take the ice for their warm up (remove mask – coach must always wear mask ) and exit from the same door they entered upon completion of the warm up and put mask back on. After athlete's performance is over, they grab their guards and mask from coach and skate over to exit on the opposite side of the ice and ultimately return to assigned locker room. They will remain in the locker room until competition has concluded and then will leave the building as a group, guided by competition usher.
      - Once on-ice warm up begins and skaters have taken the ice, chaperones will be walked in to view competition. Must remain in designated area with 6 socially distanced high-top chairs. Chaperones will remain in the building for the complete event and then lead out of the building.
- Volunteer Stations
  - Volunteer stations will be in and outside of the building to support competition operations. Spray bottles of conchrobium will be available at each station for frequent sanitization by volunteer on duty.
- Officials
  - Hotel:
    - [Fairfield Inn and Suites](#) (4600 12th Ave E, Shakopee, MN 55379)
  - Transportation Schedules \*see details at end of document

- Airport Pick up/Drop Policy – one official per vehicle (regardless of flight times), must wear mask in car in seat farthest away from driver w/ two windows open
- Same policy must apply to officials coming to and from the rink/hotel
- Meals:
  - Breakfast - grab & go from hotel
  - Lunch/Dinner menus will be distributed to group
    - Starbucks runs will be conducted on Saturday
  - Dining is preferred outside (many picnic benches)
- All participating officials have a designated door to access the facility – the official's room is located on the second floor of the facility and the stairs/elevator will be reserved for use by this group only.
- Recommendations/Requests:
  - Bring pencils/pens (red), clipboards, and paper clips to avoid cross contamination
  - Expense Reports (form [here](#)): email to Trudy in advance (if possible), please do not provide a hard copy onsite \*\*Venmo is preference for reimbursement, alternative: Zelle
- Competition Accounting:
  - Each official will be assigned a chair for use throughout the competition and each day a packet will be provided by the Chief Accountant with all necessary paperwork.
  - Accounting will be provided on the main level in Trudy's office – papers can be passed through the door without contact. Runners will be required to wear rubber gloves and sanitize after each interaction (small foot print from office to official's panel).
  - Protocol for Test Credit:
    - Test Credit will be supplied virtually – accountant will need scanner or phone app. to share results packet with athletes/coaches directly through EMS.
  - A live results link will be generated from HQ to post on EMS Skater/Coach Portals in addition to Facebook page for event

## GLASS REMOVAL

Glass will be removed to accommodate build for the official's platform. Areas of removal are identified below for Rink 2/Competition Surface.



## COMMUNICATION

Event radios should be acquired prior to event start, consult with arena if they have any resources to provide.

Consider the following allocations:

- Key LOC Members (1-3)
- Arena Staff (1-2)
  - o Provide scheduled Zamboni driver w/ radio for direct communication w/ Event Referee
- Volunteers (5-7)
  - o Building Access/Temperature Checks
  - o Escorts
  - o Ice Monitors
- Officials (2-4)
  - o Event Referee **\*required**
  - o Event Music/Announce
  - o Chief Accountant
- Medical
  - o Rinkside **\*required**
  - o Treatment Room

## ICE SPECIFICATIONS

Ice Surface Temperature: 24°F - 26°F

Building Ambient Temperature: 55°F - 60°F (measured at the field of play)

Arena Humidity Levels: 35% - 40% Relative Humidity

Arena Dew Point Levels: 35°F - 40°F

\*Click [HERE](#) to review Blood Borne Pathogen Information & Spill Clean-Up Guidelines