

RAMSEY COUNTY FIELDHOUSE COVID-19 Policies and Procedures
MN Stay Safe - Phase 5 Updated 1-12-2021
Effective 1-14-2021

The Ramsey County Fieldhouse COVID-19 Policies have been developed with recommendations and guidelines from; MN Governor Walz's Executive Orders, MN Department of Health Guidelines for Youth and Adult Sports, MN Department of Education for High School activities. Policies have been set in place to limit the risk of exposure and transfer of COVID-19 to participants, coaches/instructors, parents, spectators and staff. Ramsey county is dedicated to the health and wellbeing of all participants, coaches, instructors, volunteers, spectators and staff while utilizing all facilities.

Ramsey County has the right to refuse fieldhouse turf time to a group that is not following the Ramsey County Fieldhouse Preparedness Plan, fieldhouse policies and procedures or the teams individual COVID-19 Preparedness Plans.

TEAM/ORGANIZATION RESPONSIBILITIES

I. UPDATED USER GROUP PREPAREDNESS PLAN

In addition to the County's COVID-19 Preparedness Plan all user groups are required by the MN Department of Health to also have their own updated individual preparedness plan in place to protect their employees, volunteers, participants, coaches, members, visiting teams and visitors. Ramsey County has provided a template to help in plan development or organizations may develop their own plan. MN.gov has provided guidance and templates for required information on the COVID-19 Preparedness and can be found here <https://staysafe.mn.gov/industry-guidance/all-businesses.jsp>. All user groups must complete and sign the **Ramsey County User Group Preparedness Plan Agreement** form.

II. ATTENDANCE RECORDS & PARTICIPANT CONTACT INFORMATION

All User Groups (organizations or individuals) renting turf are responsible for recording and maintaining accurate attendance records and participant contact information for their participants, coaches/instructors, volunteers, and when allowed parents, spectators, visiting teams, and visiting teams' spectators. These records are necessary for MN Department of Health Contact Tracing should an infection or exposure occur.

- A. If contacted by the Department of Health and notified that individuals from your programs or teams may have been exposed to COVID you are responsible to provide them with accurate attendance records and contact information and follow all instructions given by them.
- B. If either of the above infection or exposure situations occur, you must also contact and inform Ramsey County as soon as possible.

III. HEALTH & SAFETY SCREENINGS

All user groups are responsible and liable for developing their own health and safety screening policies and procedures, which should include temperature checks for their participants, coaches/instructors and volunteers prior to any activity. Spectators, and other persons when allowed to attend activities and events should be directed to self-screen at home prior to entry to the arena. We recommend using;

- A. The [Minnesota Symptom Screener Guide](#)
- B. A "Quick Entry Check In" or "Check In and Tracking Protocol" Google Sheet
- C. The CDC Self-Check Symptoms survey <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

IV. TEAM VOLUNTEERS

All User Groups must provide individuals to serve as a COVID-19 Administrator and/or Coordinator and Check-In Coordinator, to help manage participants, spectators and visitors (when allowed) and maintain a safe environment. All coaches/instructors and volunteers should have a copy of the user group's preparedness plan and the Ramsey County Fieldhouse policies and procedures during all rentals and be prepared to provide it to any MN Department of Health Inspector arriving for an inspection.

- A. **COVID-19 Plan Administrator**
 - 1. Communicates individual group's and Ramsey County COVID-19 Plan to players, coaches, parents, officials, referees, and trainers.
- B. **COVID-19 Plan Coordinator (can be the same person as Administrator)**
 - 1. This person will be the point person for any cases or outbreaks in the team/association

2. This person will report COVID-19 cases to MDH, and work with LPH, MDH, and school health professionals to ensure close contacts are quickly identified and that isolation and quarantine are followed; as well as prompt communication with parents and athletes

C. Check-In Volunteer

1. Arrive 20 minutes prior to scheduled field time (10 minutes before participants).
2. Coordinate with Fieldhouse staff on compliance of policies/guidelines.
3. Allow participants to enter fieldhouse no earlier than 10 minutes prior to scheduled field time.
4. Coordinate Check-in of players, coaches/instructors and document attendance.
 - a. Any person that is not there for the team's activities shouldn't be let in.
5. Have all participants, coaches/instructors, and other persons attending immediately use hand sanitizer upon entering the building.
6. Ensure that participants, coaches/instructors and volunteers have performed a health & safety screen prior to arrival.
7. Enforce face coverings and social distancing for all players and visitors.
8. Must remain at the Check-In counter/area until all registered participants are confirmed and checked in for practices and training camps. Volunteer may remain in designated spectator area during turf time.
9. At conclusion of reserved time Check-In Volunteer should ensure all participants leave the facility.

V. TICKETING FOR GAMES, SCRIMMAGES AND TOURNAMENTS

Advanced reservations or ticketing is required for all games, scrimmages and tournaments. **Ramsey County will only allow spectators if the user group manages the advanced reservations or ticketing.** The user group will be responsible for:

- A. Developing and implementing an advanced reservation/list or ticketing system for both home and away teams or work with a representative from away team to provide the same responsibilities in conjunction with home team representative.
 1. Walk-ups will not be allowed.
- B. Informing spectators for both home and away teams of the Ramsey County COVID-19 policies prior to arrival at the field.
- C. Names, phone numbers and/or emails must be collected as part of the spectator reservation.
- D. Provide person to manage entry on game day (could be the same as Check-in Volunteer).
- E. Maintaining and managing fieldhouse capacity and directing spectators to designated spots.
- F. Schedule staggered arrival times to reduce congregations of spectators.

GENERAL RESTRICTIONS

- A. **Anyone with symptoms of illness or who have family members with symptoms of illness, has tested positive for COVID -19, or been exposed to a person whom has tested positive for COVID-19, should stay home and not participate in team activities and follow CDC and Health Department rules and guidelines for self-quarantine.**
- B. **Face coverings are required for all participants, coaches/instructors, volunteers, and spectators (when spectators are allowed) at all times while in Ramsey County facilities, including during on field activity.**
- C. Participants, coaches/instructors should arrive no earlier than 10 minutes prior to the start of their turf time.
- D. Locker Rooms will not be available for use.
- E. No equipment bags will be allowed inside the Fieldhouse. Small drawstring bags or small backpacks may be utilized to help carry in smaller items and store personal belongings (medications, phones, keys, etc.). Coaches and officials may also need to bring in bags that carry supplies for practice
- F. All players should arrive with most of their clothing and equipment already on.
- G. A maximum of one (1) adult per player is allowed for practices in designated spectator areas only. Spectators are not recommended and should be kept to a minimum.
- H. Spectators for games, scrimmages and tournaments will only be allowed if the user group manages an advanced reservation or ticketing system and must adhere to the maximum capacity allowed in Fieldhouse.
- I. No team warmup or dryland drills on the outside of designated fields before or after practice.
- J. No outside food or use of vending machines. Participants are asked to bring their own water bottle with name on it.

- K. User groups are limited to consistent pods of 25 people per field. 2 groups of 20 or less are allowed per field with no mixing between pods and must be separated by 12 feet at all times.
- L. Fieldhouse capacity is not to exceed 150 people, including spectators at any time.
- M. Coaches and players should maintain social distancing at all times.
- N. No spitting, yelling or other actions that may cause additional droplet spray.
- O. All participants/coaches/instructors must vacate the facility within 10 minutes of conclusion of scheduled time.
- P. User Groups that do not follow the prescribed policies listed in the Ramsey County Fieldhouse COVID-19 Preparedness Plan and COVID-19 Policies will be notified in person and reported to the Director of Operations – Arenas and Golf. Repeated violations may result in loss of field reservations or the inability to reserve additional fields.

ENTERING AND EXITING FIELDHOUSE

- A. Participants and Spectators should follow all one-way directional signage inside facilities and abide by all designated entrance only and exit only locations.
 - 1. Entrance Only - Northwest Entrance by Saks.
 - 2. Exit Only - West Exit behind Field 3 (out into new parking lot).

SCRIMMAGES, GAMES & TOURNAMENTS

- A. All General Restrictions apply to scrimmages, games and tournaments.
- B. Players, coaches, officials, and staff should arrive no earlier than 10 minutes prior to the start of game time.
- C. Teams are allowed to have the appropriate number of players, staff, and referees, needed to hold the game as long as it doesn't exceed the total capacity allowed of the facility.
- D. A maximum of 3 coaches are allowed on the sideline and minimized number of people allowed at scorer's table.
- E. Players and coaches should stay social distanced as much as possible while on the sideline.

SPECTATORS

- A. Spectator guidelines are based on the current overall capacity allowed, 150 people.
 - 1. Overall capacity refers to every person in the fieldhouse at any given time including players, coaches, officials, and spectators.
- B. All spectators/parents must self-screen their health prior to arriving in facility. We recommend <https://www.cdc.gov/coronavirus/2019-nCoV/index.html> and click Self-check symptoms.
- C. Face coverings are required for all spectators and parents at all times within the facility.
- D. A maximum of one (1) adult per player is allowed for practices in designated spectator areas only. Spectators are not recommended and should be kept to a minimum.
 - 2. While it is important to limit the number of people in the facility as much as possible, there may be circumstances in which a parent or guardian must also bring in young siblings. This will be allowed but should be limited as much as possible.
- E. Spectators may enter the facility no earlier than 5 minutes prior to practices starting.
- F. **Spectators for games, scrimmages, and tournaments will only be allowed if the user group manages an advanced reservations or ticketing system.** No walk-ins will be allowed. If advanced reservations/ticketing is in place, a maximum number of spectators are allowed based on the total capacity of the Fieldhouse which is 150 people. The capacity refers to every person in the fieldhouse at any given time including players, coaches, officials, and spectators
 - 1. While it is important to limit the number of people in the facility as much as possible, there may be circumstances in which a parent or guardian must also bring in young siblings. This will be allowed but should be limited as much as possible.
- G. Spectators may enter the facility no earlier than 5 minutes prior to game starting.
- H. No food or beverages other than water are allowed in the fieldhouse.
- I. Spectators must stay socially distanced and remain in the designated spectator areas.

1. No wandering in-between designated areas, lingering in lobbies and hallways or other traffic areas before during, or after games.
- J. Spectators are asked to help clean and disinfect spectator areas before and after occupying to assist with keeping everyone safe. There will be disinfectant spray bottles and wipes near bleachers.
- K. If spectators don't comply with policies, games may be held up until full compliance is achieved.
- L. Spectators must leave the building immediately following the conclusion of the game that they are attending.

RAMSEY COUNTY COVID-19 POSITIVE TEST PROCEDURES

If a coach/staff notices someone who is exhibiting symptoms, has tested positive for COVID-19, or been exposed to a person whom has tested positive to COVID-19, they should stay home and not participate in team activities. If someone is exhibiting symptoms at the fieldhouse, they should be isolated and asked to leave the facility. If a player has received a positive COVID-19 test, contact the facility to let county staff know so cleaning procedures can be executed as soon as possible. **Coaches and Instructors will be required to activate their individual team COVID-19 preparedness plan.** The critical time period where exposure can occur is 48 hours prior to showing symptoms to 10 days after positive test. If it has been longer than 48 hours before symptom occurred the chance of exposure is very low.

- I. **Procedures once coach/staff identifies a symptomatic person**
 - A. Symptomatic person should be asked to leave facility.
 - B. Immediately clean areas that the person has occupied or touched.
- II. **Procedures once staff receive a positive COVID-19 test notification**
 - A. If its within 24 hours since the player was in the building
 1. Isolate all areas that an infected player has occupied for 24 hours from the time the player left the facility where possible.
 2. This may include closing down the fieldhouse and having to cancel rentals or redirecting traffic to avoid infected areas.
 3. Open outside doors and use ventilating fans to increase air circulation in the area if possible.
 - B. Notify your direct supervisor and Lisa Hanson Lamey.
 - C. Once it has been 24 hours after the player occupied a space, or if the notification came more than 24 hours after a player occupied facility, deep clean and disinfect all areas player occupied including (but not limited to) bathrooms, locker rooms, common areas, benches that the team/player was in, floors, fencing/stair rails, drinking fountains, walls around bathroom entrances and locker room entrances, doors (not just the handles) that the team used and any other non-common touch points and spaces where coughing, sneezing, spitting, etc. could have reached.
 - D. Restrict any new groups from entering contaminated spaces until they have been cleaned and disinfected.
 - E. Once areas have been cleaned, disinfected and dried spaces can be opened again to the public.
 - F. At the end of the day deep clean and disinfect entire building.
 - G. Supervisors will be in contact with any staff that may have had an exposure.
 - H. County staff will communicate to the groups that have a risk of exposure that there has been a positive test.
- III. **The following current procedures help control the spread after each team**
 - A. Cleaning and disinfecting high touch areas after each use
 - B. Regular cleaning of bathrooms, high touch areas in lobby and check in areas
 - C. Deep clean and disinfection of buildings at the end of each evening.
- IV. **Return to Play**
 - A. Coaches and Instructors will be required to activate their individual team COVID-19 preparedness plan once a positive test or exposure has occurred.
 - B. A designated staff member will speak with coaches to ensure their COVID-19 Preparedness Plans are carried out, discuss recommendations, concerns for additional exposure and reducing the risk for infection for other players and staff.
 - C. If plan is followed and there is no risk for further exposure, the group will be allowed to return to play in fieldhouse.

Questions about Ramsey County COVID-19 Preparedness Plan and policies can be directed to
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