



2021 Colorado Springs Invitational/RMSG – Operating & Safety Plan

Centennial SC of Colorado Springs

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1) Resources : Links / Appendices:

- Event Announcement on EntryEeze Link: <http://comp.entryeeze.com/Home.aspx?cid=79>
- Event Schedule with time flow Link: <http://comp.entryeeze.com/Home.aspx?cid=79>
- Athlete Event Protocol Video: <http://comp.entryeeze.com/Home.aspx?cid=79>
- Livestream links: <http://comp.entryeeze.com/Home.aspx?cid=79>
- Map of facility and athlete chaperoned path through the facility – **Appendix 1**
- FAQs & What you need to know - **Appendix 2**

2) Event Information:

September 9-12, 2021
Monument Ice Rinks
16240 Old Denver Rd, Monument, CO 80132



Monument Ice Rinks is a 2-building facility with an ice rink inside each building (East rink and West rink). There is limited seating within the facilities so we will be restricting the number of people within the facility for events. The facility has outdoor areas that will be used to manage the flow of participants to ensure that we are still under prescribed capacity and to ensure compliance with mask policy.

The Club's approach to the event is to create safe and competitive environment for the athletes. Participants and their coaches and chaperones will be allowed into the facility with their event "BLOCK", will be able to watch their skater's performances and they can exit either right after their event or at the end of their "BLOCK". We recommend that people social distance while inside the buildings and exit as soon as possible at the conclusion of their skater's event.

There will be no spectators/chaperones in the building during practice ice (exception for those skaters 10 and under that require a chaperone). Those skaters will have a smiley face on their credential. Ice monitors will only allow chaperones into practice sessions for those skaters with appropriate credentials.

Vendors will be outside the facility in tents – you may visit them at any time that they are open.

The following COVID supplies and policies will be provided to participants as necessary.

- Disinfectant cleaners & hand sanitizer
- Masks for those who forgot or lost
- Gloves for volunteers
- Individual meals for officials
- Livestreaming of events to allow other family members to view their athlete from the comfort of their own home or from in the car on their own device
- Online posting of starting orders and results

Other Facilities Information:

- Rink staff and employees are subject to the USFS Mask policy during the event
- We have designated a specific room for quarantining of anyone who comes down with symptoms while in the building.
- Spectators will be allowed but they must be there to watch a specific skater/event and will have to enter and leave with the BLOCK.
- All persons must be masked while in the facility per US Figure Skating policy
- Access to bathrooms inside the East rink will be limited to volunteers and officials – we will have portable restrooms available outside the facility with hand sanitizer and they will be sanitized throughout the day
- Staff will also be sanitizing high touch points routinely during the competition.
- Doors will be secured to ensure that access is limited per our rules
- **There will be NO locker rooms available** – skaters should come dressed to compete with hair and makeup in place. If you have a skater that needs to do a quick change – we do have pop-up dressing rooms available located near the registration desk that may be used.



3) Schedule:

The schedule has been designed to move BLOCKS through the process. The schedule has additional elements to show the athletes/coaches/spectators when they can enter the building. Skaters, coaches and spectators can leave any time during the BLOCK time once their skater has competed but must leave at the end of their BLOCK. This information will be entered over the holiday weekend and will show up on your online schedule.

4) Rink Admission, athlete flow and protocols:

Officials

- 1) Stop at the registration desk in front of the East Rink to get your credential to enter the rink and sign the RMSG COVID form – on subsequent days, you will not have to stop at the desk.
- 2) Officials will go to officials' room or accounting room

Volunteers

- 1) Stop at the registration desk to get your credential to enter the rink for your shift and sign the RMSG COVID form (only need to sign once)
- 2) Go to your station – information on where to go and any specific instructions will be provided at the registration desk

Athlete/Coach Registration and flow (SEE ATTACHED MAPS)

- 1) Athletes/Coaches will be provided a schedule that, in addition to their practice ice and event times, includes their Block time for entry and exit
- 2) Athletes/Parents/Guardians and Coaches will proceed to the registration desk at the front of the East Rink
- 3) Coaches, skaters 18 and older, and the parent/guardian of the skater, if under 18, will need to sign the RMSG COVID FORM in order to get their credentials.
- 4) All spectators/chaperones and athletes will enter the rink with their "BLOCK"
- 5) Coaches can come and go as necessary to put their skaters on the ice **but must have their credential at all times**
- 6) Athletes and their associated spectators/chaperones and coaches will proceed to the rink entrance door during their assigned BLOCK time
 - a. Skaters may put on their skates outside the facility if they feel they don't have enough time inside the rink to put them on before they compete – we will have chairs outside the entrances for skaters to sit on.
- 7) Ice monitors and skate guard runners will have lime green vests on so that they are easily identified
- 8) Inside Ice Monitor (#1) will be at the entry door as the athlete/coaches/chaperones to enter during their BLOCK time
 - a. Athletes/Coaches will space out into the "warm up area"
 - b. Spectators/Chaperones will proceed to the seating area



- c. Athletes will enter the ice for their event warm up when called by the announcer (referee will not start warm-up time until all skaters are on the ice) and can remove their mask at that time.
 - d. Chaperones/spectators should manage skater belongings such as skate bags and take those items to the seating area with them
 - e. Athletes will exit the ice from their warm up and return to their area along the boards with their coach (athletes should maintain appropriate 6 ft social distance)
 - f. Athlete's will be announced for their event and will enter the ice through the entry door and athletes will be allowed to remove their mask – athletes will put their skate guards, masks, Kleenex, water bottles, etc. into the bin at the entrance door (a runner will run their personal items to the exit door)
 - g. Athlete will skate their program and will exit the rink via the exit door
 - h. Athletes will get their personal items from the runner and put their mask back on
- 9) Inside Ice monitor (#2) will open the exit door for the skaters and will ensure that athletes, coaches, spectators all exit the building at the conclusion of the BLOCK events and in the East rink will assist the security person in ensuring that no one goes into the officials/volunteers only section.
 - 10) Inside Ice monitor (#3) will ensure that skaters are checked in on the computer tablets and open/close the entry door to the ice surface.
 - 11) Athletes/Coaches/Chaperones will be able to view the results of the event online and those placing 1-6 will be able to collect their medals/ribbons at the end of the event at the awards tent outside the East rink.
 - 12) Athletes/Coaches/Chaperones will be encouraged to leave the facility completely when not actively engaged in practice ice or an event.

5) Event Management Protocols

Officials:

- 1) Officials will be on the stands in the hockey boxes
- 2) We will not be able to provide 6 feet of distance but there should be plenty of space to get 1-3 feet of distance between each official depending upon the panel size
- 3) Separate monitors will be provided for the tech panel
- 4) All tech panel officials and referees will have their own designated headsets (no sharing)
- 5) Each judge should bring their own supplies (pens/pencils/clipboard/etc.) and we will have a sanitized judge's kit provided by the club for those that don't have their own supplies
- 6) Each judge will have their own "cubby" basket to hold their clipboards, headset, etc as well as their own coat hook in the room (these will have each official's name on the cubby and coat hook) – this will help avoid congestion in the room.
- 7) Officials will choose between several options for each meal at the rink and it will be delivered at the time they specify based upon their schedule.



- 8) The rink is cold so each official will be provided a blanket to use for the entire event and will need to carry it back/forth with them from the officials' room – it can be left under their “cubby” when not in use.
- 9) Accountants will provide each officials' papers for each day in their cubby basket
- 10) Tech panel officials and event referees will need to bring their own notebooks with technical information
- 11) As each panel leaves their event, they will wipe down their table area, chair, and computer equipment with alcohol wipes
- 12) The Officials' room is large and will have tables set up meeting the social distancing guidelines that can be used by officials for meals and in-between events
- 13) Officials will be scheduled to limit exposure as much as possible
- 14) When not officiating, officials are encouraged to exit the facility and return home or to the hotel. There will be an outside area for officials to get a break from wearing their mask and to warm up and enjoy the weather.

Announcing/Music playing protocols:

- 1) All announcers will be provided a full event schedule (104), event pronunciation sheets, and will sign up in advance for their shifts.
 - a. They will be asked to arrive 45 minutes prior to their shift to complete their health screening and check-in process
 - b. Announcers are responsible for knowing who they are announcing on the panels as well as the athletes. Early review of the full schedule (104) and name pronunciation sheets is planned to allow announcers to work with the registrar/officials' liaison to get name pronunciations
 - c. Each announcer will be provided their own microphone to use for the competition
 - d. Each announcer will provide his/her own pencils/pens and masks
- 2) In Colorado, the announcers are permitted to announce with their masks pulled down for actual announcing only – under the “Public Speaking” exception but should use the mask when not speaking.
- 3) Since music and announcing will be sitting in close proximity (set up will have them as far apart as possible) – the volunteer chair will be seeking family members to serve as music players and announcers during the same shift
- 4) Announcing and music paperwork will be placed on the stand each day in each rink as appropriate.
- 5) As each music player/announcer ends their shift, they will wipe down the computer equipment, microphone connection, table, and chair with disinfecting wipes and announcers will take their microphone with them and return them to the official's room for storage

Results & Awards protocol

- 1) Event results will all be posted online – no paper will be used



- a. Announcers will be announcing the scores for IJS events on the East rink so the livestream will pick up that information.
 - b. Accountants will post both 6.0 and IJS online to a specified results page that will be provided to all participants and the awards volunteers.
 - c. The awards tent will have one copy of the starting orders and they will look up the results and note the placements of the top six on the starting orders and then check off when the athlete has picked up their award.
 - d. Medals will be awarded outside the East rink near the Registration desk as soon as possible after each event. There will be a backdrop for pictures. We will do our best to ensure lighting in the area after dark!
- 2) Athletes are offered the ability to purchase an IJS protocol test packet online
- a. Results will be printed by the accountants and then scanned and emailed to the athlete at the conclusion of the competition – if the athlete has indicated that they want us to register the test, we will do so as it is included in the cost of the packet.

Hospitality

- 1) Officials will choose between several options for each meal at the rink
- 2) Volunteers will have snacks and food available in the volunteer's room.
- 3) Coaches will have access to a hospitality room in the East Rink. There will be coffee, water, sodas, grab and go snacks and some warm soups.

Coaches

- 1) You will be able to come and go as necessary **but you must have your credential with you at all times!****
- 2) Coaches will have a hospitality room located in the East Rink that will have coffee, water, sodas, grab and go snacks and warm soup.
- 3) Coaches are required to wear a mask at ALL times while in the buildings.

Volunteering

- 1) Positions available & duties
 - a. Members will sign up for shifts via our membership tracking website
 - b. Job descriptions will be emailed out to all members
 - c. Non-members will be added by the volunteer chair
- 2) Volunteers will be required to wear masks if working inside the rink
- 3) At the end of each volunteer's shift, they will wipe down their area, computer equipment if applicable, and any other required implements (pens, binders, etc.) with sanitizing wipes.

Communication & Feedback

- 1) Emails are being sent at appropriate intervals when new information needs to be disseminated to athletes/parents/coaches/officials

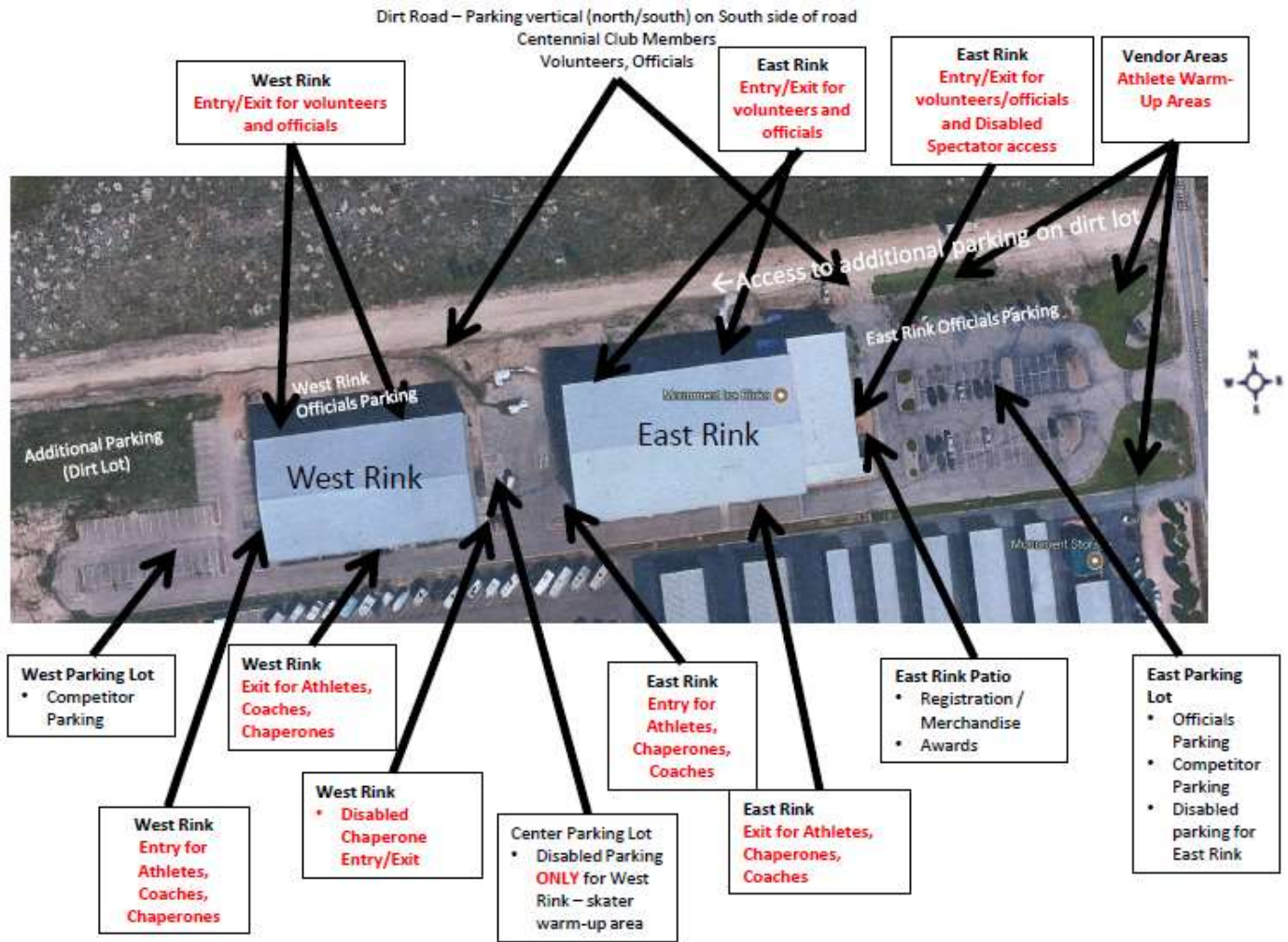


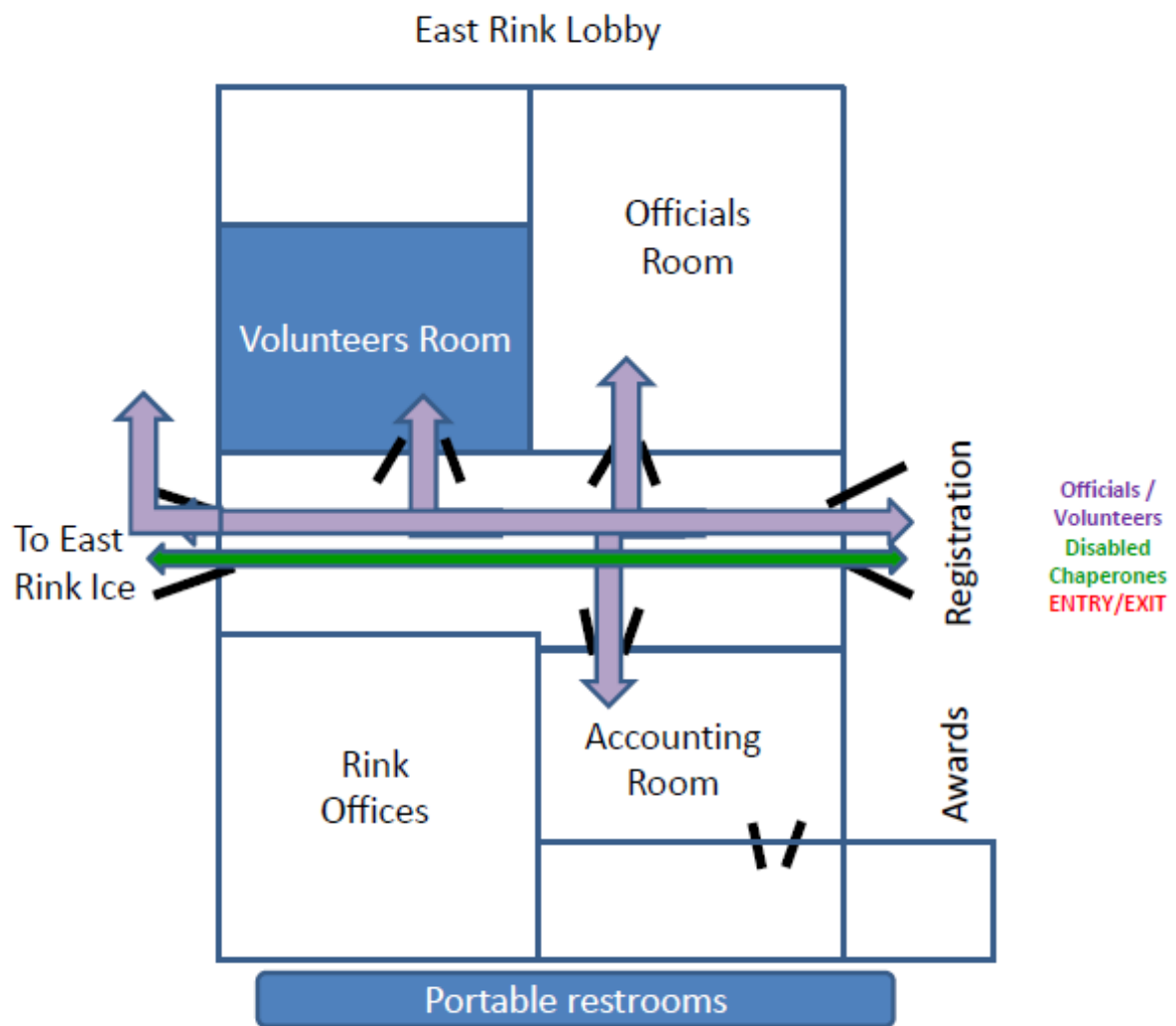
- 2) Zoom meetings will be set up for athletes/parents, coaches, and officials to cover all the protocols for the events
- 3) Video will walk the athletes through the event flow and locations on site and the link will be sent via email and also posted on our competition site
- 4) The event will be live streamed by LMP Video

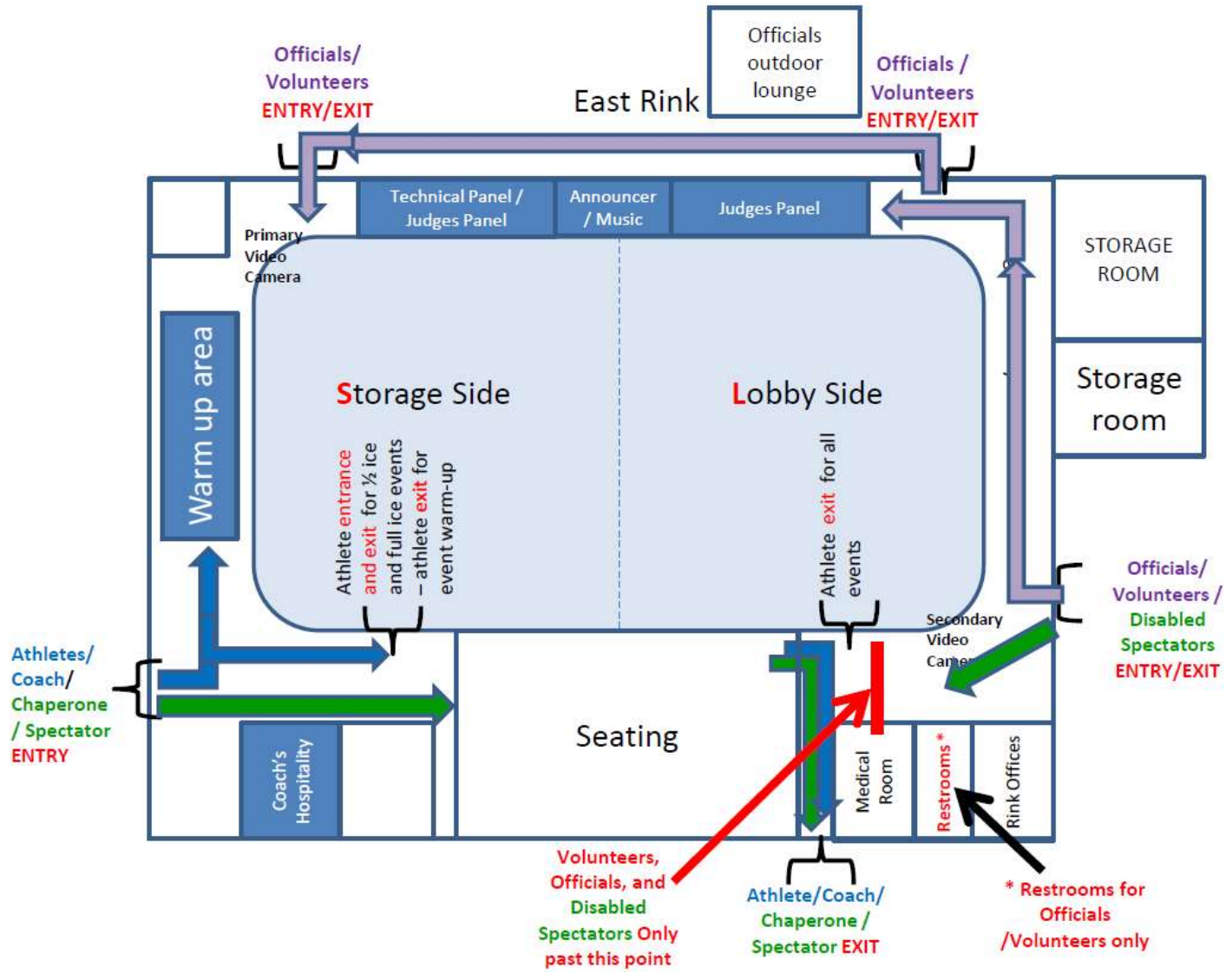


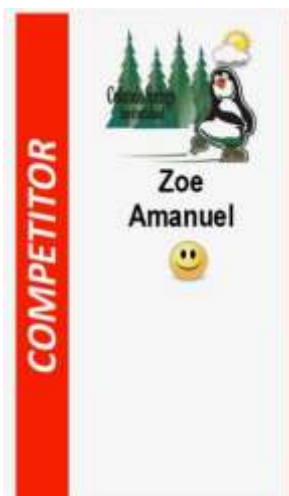
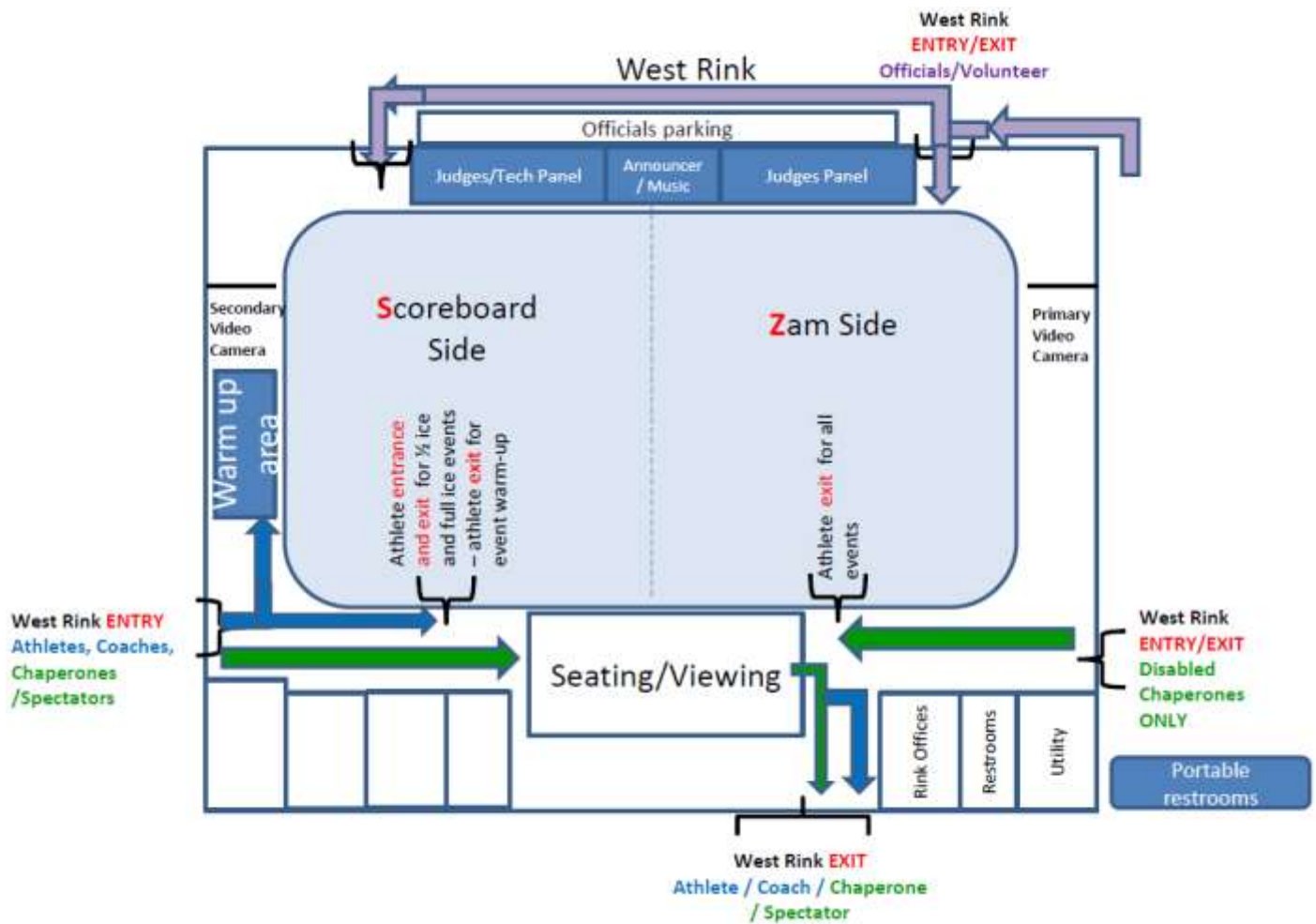
Appendices

Appendix 1 – Maps of the rink flow









Skater Credential -

Smiley Face = may have ONE chaperone enter during practice ice if necessary



Appendix 2

FAQ's & What you need to Know:

Colorado Springs Invitational/RMSG Contacts:

Lisa Landon	Competition Chair	719-659-0192	lisa_landon@comcast.net
Karen Sulpizio	Registrar	719-200-5639	sksul@aol.com
Carol Knieriem	Club President	719-494-4289	carmek2456@gmail.com

Will I be able to dress and get ready at the Rink?

No, you will need to arrive ready to compete, except for your skates. There will be time allowed for you to put on your skates prior to entering with your BLOCK or inside the rink as you wait for your event warm-up within your BLOCK. If you need a quick change, we have pop-up dressing rooms available outside near the registration desk.

I am a coach with multiple athletes, how do I move throughout the building?

Coaches may come and go as they please but must have their credential at all times

Can coaches/parents help tie athletes' skates?

Yes, chairs will be located outside of each rink at the entrances to allow chaperones or coaches to assist with athletes' skates. There will be no locker rooms available. Skaters may put on skates inside the rink as they wait for their event warm-up within their BLOCK.

Who can enter the rink?

Chaperones and Spectators will be directed to the stands upon entry. Athletes and coaches may enter the WARM UP area for events or go to the stands if they are not competing immediately. We ask that you leave at the conclusion of your skater's event but will require everyone to leave at the end of your BLOCK.

When do we enter the rink?

Athlete and coach will enter just before each practice ice/warm up ice session (no chaperones allowed). Athletes, Coaches, and Spectator/Chaperones will be able to enter the rink during their BLOCK time. Please enter the rink during your BLOCK's entry time.

Event timing and flow:

Your event schedule will have your block time. **Stay 6 feet distance from others, and be there ON TIME!**



What is the face covering policy?

As of August 1, 2021, US Figure Skating policy requires all participants (skaters, coaches, spectators, chaperones, volunteers, officials, rink staff, etc.) to wear a mask that fully covers your nose and mouth at ALL TIMES while inside the facilities. The skater may remove their mask when they are on the ice for practice, event warm-up, and their event performance.

What happens if I have a temperature or don't feel well?

Per [CDC Guidelines](#) and US Figure Skating policy – STAY HOME and DO NOT COME TO THE RINK!

What else do I need to know?

- Keep an eye on your email BEFORE and DURING the event; this will be the primary method of communication. Especially if any changes need to be made
- **Please, no tossing items onto the ice for the skater – you may hand items to your skater at the exit door or catch the skate guard runner as they take the skater's items to the exit door! Ice monitors and Skate Guard Runners will have lime green vests on.**
- Event information can be found here: <http://comp.entryeeze.com/Home.aspx?cid=79>
- More specifically:
 - Link to Event Schedule, Starting Order & Results: <http://comp.entryeeze.com/Home.aspx?cid=79>
 - Link for free live stream of event:
 - East Rink: TBD (will be posted on the login page of our competition site)
 - West Rink: TBD (will be posted on the login page of our competition site)
- Bring your own water bottle and use designated bathrooms only (these are outdoor portable restrooms).
- Small snacks (i.e. bars) are permitted for athletes only.
- Athletes entering the building for practice or competition will be able to bring belongings with them into the facility and those items should be kept by their chaperone in the stands or their coach. A runner will transport a skater's small personal items to the exit door for them.
- Tissues are permitted but must be disposed by the athlete outside of the facility (i.e. put it in your pocket and/or skate bag).
- Per the Chief Referee, the competition will run by the schedule and NOT run early due to the logistics of the schedule.
- Awards will be handed out OUTSIDE at the Awards tent as soon as possible after results are finalized. Pictures may be taken on the podiums in front of the backdrop.

