

SOFTBALL BC'S
RETURN TO PLAY
GUIDELINES
AND PROTOCOLS



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INTRODUCTION

Softball BC Return to Play Guidelines are based on an overriding principle of encouraging the maximum participation of members of the organization while respecting the safety of members and the public from the COVID-19 virus.

These guidelines are to be used along with the following government and sport sector requirements:

- BC guidelines from <u>WorkSafeBC</u> and <u>BC Health Authority</u>
- Municipal requirements (https://www.bcrpa.bc.ca/covidguideli)
- viaSport Return to Sport Guidelines for BC

As well as compliance from Local Sports Organizations ("LSOs") with Softball BC safety protocols as set out in these Return to Play Guidelines and as otherwise communicated to them.

The purpose of these guidelines is to create minimum standards for a safe return to play of softball while maintaining the integrity of the game.

These best practices do not supersede any protocols, guidelines, or restrictions outlined by Regional, Provincial and/or Federal Health Authorities. All Softball BC participants are expected to continue to follow the guidelines outlined by Regional, Provincial and/or Federal Health Authorities.

As areas begin to open and return to play resumes, we strongly urge any Softball BC participant to share with us details of any and all challenges that may arise and which may not be addressed in this document. Once an issue is identified, those assigned by the President and Executive Director will work on how to address the identified issue and then share that information with all involved with Softball BC.

Due to the uncertain aspects in returning to play, these guidelines are expected to change based on new/updated safety procedures outlined by Provincial and/or Local Health Authorities or feedback to Softball BC Directors.

Softball BC Directors are advised to revisit these guidelines as new requirements are announced by the respective Provincial and/or Federal Health Authorities.

In the event of any conflict in language between any printed version of the Return to Play Guidelines and the online version found on the Softball BC website, the online version shall prevail.



COVID-19 AND TRANSMISSION

COVID-19 is transmitted via liquid droplets when a person coughs or sneezes, but also potentially when they are talking in very close proximity to another person. The virus in these droplets can then enter the body of another person when that person breathes in the droplets, or when the droplets touch the eyes, nose or throat of that person.

Transmission requires you to be in close contact – less than the so-called physical distancing of three to six feet. This is referred to as 'droplet' transmission and is believed to be the primary way COVID-19 is transmitted.

COVID-19 can also be transmitted through droplets in the environment if someone touches a contaminated area then touches their face without cleaning their hands. The virus does not enter the body through skin, it enters through the eyes, nose or mouth when the person touches their face.

Unfortunately, human beings touch their faces very often throughout the day, much more than they realize. This is why regular handwashing and cleaning of high-touch surfaces is so important.

For COVID-19 there are some emerging indications that there are people who can spread COVID-19 virus 24 to 48 hours prior to symptom onset, but at present, it is not known whether this is a significant risk factor for transmission.

Droplet transmission is much more likely when in close contact in an indoor setting. Transmission is less likely in an outdoor setting, where there is more space for people to keep physically distanced.

However, in the context of sports, even outdoors there can be risks from high-touch surfaces because many sports involve objects that are normally shared among players, coaches or volunteers (balls, equipment, etc.).

SYMPTOMS OF COVID-19

The symptoms of COVID-19 are similar to other respiratory illnesses, including the flu and the common cold. These symptoms include fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue and loss of appetite.

People infected with COVID-19 may experience little or no symptoms, with illness ranging from mild to severe. Some people are more vulnerable to developing severe illness or complications from COVID-19, including older people and those with chronic health conditions.



DEFINITIONS

In this document, the following terms shall have the meanings indicated:

Attendance Coordinator: a person assigned by the LSO to collect and store attendance records from each 'Attendance Tracker' (below) at every softball activity.

Attendance Tracker: a person assigned by a team or group to record the name and phone number of all participants and others attending any softball activity.

District: the geographical area which has been defined by Softball BC (page 9 of the 2020 Handbook of the Constitution and Special Operating Rules) as a community for the purpose of organizing softball activity and competition.

Distancing Monitor: means a person assigned by each team to monitor the physical distancing of their team's players, coaches, and spectators on and off the field.

Facility: a given location where softball activity takes place, and without limiting the generality of this term, a location shall be considered one Facility regardless of the number of softball diamonds it contains.

In Charge Person (Injury attendant): a person (could be a coach or manager or parent) who is in attendance at a game and is the person that is designated to go onto the field if an injury occurs – wherever possible this should be a person with first aid training.

In Club: In club sport activities are those which take place within the home sport community or clubs where participants are members. This means avoiding cross-regional, inter-provincial or cross-country travel for sport.

League: the community of Men's & Women's teams registered with Softball BC for the purpose of in-community softball activities and organized competition. Leagues may be made up of teams from different districts, but with common rules and playing schedule.

LSO: local sports associations, and in the context of this document includes any local-level organization that is a member of Softball BC.

Sanitizing Champion: a person assigned by a team to be responsible for sanitation of the Facility and equipment during a given softball activity.

Screener: a person assigned by an LSO to ask the designated screening questions of all participants and others attending any softball activity – this person may be the same person as the Attendance Tracker at the discretion of the LSO.

Zone: the BC Summer Games zone (page 8 of the 2020 Handbook of the Constitution and Special Operating Rules) as defined by BC Games Society for the purpose of identifying geographical areas from which teams are formed for the purpose of competition at BC Games



PARK OR VENUE PREPARATION

Each LSO will be responsible for assessing, along with their local government authority, what steps need to be taken to prepare the permitted or club managed venue for organized return to play. In addition, all LSOs will be responsible for communicating this information to their members, volunteers, players, fans, and anyone who attends their Facility for softball-related activities and for updating and continuing to communicate such information as it changes. Among the considerations each LSO will be recommended to assess will be concession stands, washrooms and facility access points as follows:

- a) Concession stands, prior to opening, should follow <u>WorkSafeBC</u> and <u>BC Health Authority</u> requirements, have a valid permit and a plan in place for physical distancing, safe handing of food, payment processing and training of staff/volunteers. Water fountains from which people can drink directly should be closed.
- b) Washrooms, if they are being maintained by the LSO, should be cleaned and sanitized on a regular scheduled basis and have adequate signage to direct members of the public on physical distancing and sanitation station locations. Guidance from WorkSafeBC can be found in the attached list of resources.
- c) Facilities should be reviewed to determine where there is the possibility of separate entry and exit points, both for the facility as a whole, and for specific areas within the facility. Where such separate entry and exit points do not exist, LSOs will take other reasonable steps to encourage physical distancing at access points.
- d) It is recommended that where LSOs are permitted by their Facility owner to do so, they post signage at their facilities to educate and communicate the need for physical distancing, hand washing or sanitizer locations, personal steps to minimize transmission of the virus and symptoms which may indicate COVID-19. Where LSOs are not permitted to post signage, they are encouraged to work with their Facility owner to arrange for such signage to be placed at the Facility.
- e) Soap or hand sanitizer must be made available to all people in various locations throughout your facility.
- f) Where possible, garbage cans with lids should be available at each dugout for all disposable tissues and wipes.



OUTDOOR ACTIVITY PREPARATION

Following are the steps that should be taken by LSOs in relation to any softball activity:

- a) In order to maintain a limit on gatherings of no more than 50 people on one softball diamond the LSO will be required to
 - prepare a schedule for team use of the permitted venue for practices as well as games.
 - Where there is more than one diamond at a Facility, staggered start times are encouraged to limit the number of people coming and going at one time.
 - Activities open to individual participants should be managed through pre-registration; no drop-in activities will be held.
 - Teams and groups should be allocated a time that they have access to a specific sport field area, and which also provides enough time for diamond or sport field preparation and clean up.
 - Teams and groups are to be instructed to arrive and depart at a specific time.
 - There are not to be any post-practice or post-game meetings, all participants should leave the playing area promptly at the end of the practice/game or when time has expired.
- b) Each LSO must ensure that an Attendance Tracker tracks attendance at each game/practice, and the LSO must maintain that information in a secure location for a period of no less than ninety (90) days. Whether attendance is tracked electronically or on paper, the Attendance Tracker must ensure that attendance sheets are submitted to the Attendance Coordinator at the completion of each softball activity. This information will only be provided to an authorized health authority or local government representative who has the legal right to obtain such information , or to Softball BC staff for the purpose of contact tracing in the event of an outbreak of COVID-19. All records are to be destroyed after the 90-day period. Attendance may be tracked either on paper or electronically.

Adhere to viaSport's Emergency Response and Outbreak Plan (available in next section)

c) The Screener will be responsible for pre-screening of all participants and spectators attending a Facility (this does not include casual park users or others attending the Facility for purposes other than softball, only those who are attending the softball activities). Before any individual is allowed to go onto the diamond, or engage in either softball activities, or to be there as a spectator, they must be screened to determine if they are permitted entry. These questions must be answered by everyone and if they give a positive answer to any of the following questions, that person must be instructed to either return home, or to seek medical attention, but they are not allowed to attend the scheduled softball activities.



Screening questions are:

- 1. Are you exhibiting any symptoms of COVID-19 (fever, dry cough, chest or respiratory pain?)
- 2. Has any member of your household exhibited any symptoms of COVID-19 within the last 14 days?
- 3. Have you or any other member of your household arrived from outside Canada in the past 14 days?
- d) LSOs must designate participant (player, coach, team helper) areas which meet the physical distancing protocol of no closer than 2 metres, as well establish spectator areas which also maintain the physical distancing for each household. Such areas should be identified with adequate signage and markings. The areas for participants and spectators will be dependent on the Facility in use and may include sanitized dugouts if appropriate.
- e) Prior to activities on the sport field, teams/groups must assign a Sanitizing Champion who is responsible for cleaning and sanitizing equipment used by their team or group during the softball activity. It is also recommended that teams clean and sanitize dugouts (if they will be used), bases, and if fenced, the gates and latches leading into and out of the playing area prior to beginning the softball activity.
- f) Once a team or group's organized activity has ended, that group or team must clean and sanitize the area used, including gates, latches and field equipment, including, but not limited to bases, pitching machines, tees and/or nets, and dugouts and equipment storage areas if used.
- g) Extreme Weather Warning In the event of severe weather, where either the activity has to be stopped temporarily, or it delays the start of the activity, all participants and spectators are to return to their vehicles and wait for an all clear signal or cancellation. If someone does not have a vehicle, they may shelter in a safe location, while maintaining a minimum distance of two (2) metres from others.



viaSport's Emergency Response and Outbreak Plan

FIRST AID

In the event that first aid is required to be administered during an activity, all persons attending to the injured individual(s) must first put on a mask and gloves.

A guide for employers and Occupational First Aid Attendants:

https://www.worksafebc.com/en/resources/health-safety/information-sheets/ofaa-protocols-covid-19-pandemic?lang=en

First aid protocols for an unresponsive person during COVID-19:

https://www.redcross.ca/training-andcertification/first-aid-tips-and-resources/first-aid-tips/first-aid-protocols-for-an-unresponsive-personduring-covid-19

OUTBREAK PLAN

Early detection of symptoms will facilitate the immediate implementation of effective control measures. In addition, the early detection and immediate implementation of enhanced cleaning measures are two of the most important factors in limiting the size and length of an outbreak. An "outbreak" is two or more cases; a "case" is a single case of COVID-19.

- 1. Identify the roles and responsibilities of staff or volunteers if a case or outbreak is reported. Determine who within the organization has the authority to modify, restrict, postpone or cancel activities.
- 2. If staff (including volunteers) or a participant reports they are suspected or confirmed to have COVID-19 and have been at the workplace/activity place, implement enhanced cleaning measures to reduce risk of transmission. If you are not the facility operator, notify the facility right away.
- 3. Implement your illness policy and advise individuals to:
 - self-isolate
 - monitor their symptoms daily, report respiratory illness and not to return to activity for at least 14 days following the onset of fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue and loss of appetite.
 - use the COVID-19 self-assessment tool at https://bc.thrive.health/covid19/en to help determine if further assessment or testing for COVID-19 is needed.
 - o Individuals can contact 8-1-1 if further health advice is required and 9-1-1 if it is an emergency.



o Individuals can learn more about how to manage their illness here: http://www.bccdc.ca/healthinfo/diseases-conditions/covid-19/about-covid-19/if-youare-sick

- 4. In the event of a suspected case or outbreak of influenza-like-illness, immediately report and discuss the suspected outbreak with the Medical Health Officer (or delegate) at your local health authority. Implement your Illness Policy and your enhanced measures.
- 5. If your organization is contacted by a medical health officer in the course of contact tracing, cooperate with local health authorities.

For more information on cleaning and disinfecting: http://www.bccdc.ca/Health-InfoSite/Documents/CleaningDisinfecting-PublicSettings.pdf

Regional Health Authorities: https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-caresystem/partners/health-authorities/regional-health-authorities

INDOOR FACILITY PROTOCOL

Following are the steps that should be taken by LSOs in relation to any softball activity:

- a) In order to maintain a limit on gatherings of no more than 50 people, teams should be allocated a time that they have access to a specific indoor Facility which also provides enough time for preparation and clean up of the space. Activities open to individual participants should be managed through pre-registration; no drop-in activities will be held. Teams and groups are to be instructed to arrive and depart at a specific time. All participants should leave the playing area promptly at the end of their session.
- b) In order to allow for proper physical distancing, indoor groups may need to be limited to groups of less than 50. The recommendation at the time this plan is released is that each person in an indoor space has at least 5 m squared of unencumbered space
- b) All indoor Facilities owned or managed by an LSO must have maximum occupancies of the Facility and specific areas within the Facility posted at the entrance to the Facility and/or areas.
- c) Entrances and exits to the Facility and areas shall be clearly indicated.
- d) It is highly recommended that face masks are worn when inside a Facility.



- e) Each LSO must ensure that an Attendance Tracker tracks attendance at each indoor session, and the LSO must maintain that information in a secure location for a period of no less than ninety (90) days. This information will only be provided to an authorized health authority or local government representative who has the legal right to obtain such information , or to Softball BC staff for the purpose of contact tracing in the event of an outbreak of COVID-19. All records are to be destroyed after the 90-day period. If pre-registration is not used, the attendance tracker is expected to be on duty throughout the duration of the activity.
- f) The Screener will be responsible for pre-screening of all participants and spectators attending a Facility (this does not include other users of the Facility, only those who are attending the softball activities). Before any individual is allowed to enter the Facility in relation to the softball activities, they must be screened to determine if they are permitted entry. These questions must be answered by everyone and if they give a positive answer to any of the following questions, that person must be instructed to either return home, or to seek medical attention, but they are not allowed to attend the scheduled softball activities. If pre-registration is not used, the screener is expected to be on duty throughout the duration of the activity.

Screening questions are:

- 1. Are you exhibiting any symptoms of COVID-19 (fever, dry cough, chest or respiratory pain?)
- 2. Has any member of your household exhibited any symptoms of COVID-19 within the last 14 days?
- 3. Have you or any other member of your household arrived from outside Canada in the past 14 days?
- g) LSOs must designate participant (player, coach, team helper) areas which meet the physical distancing protocol of no closer than 2 metres, as well establish spectator areas (where spectators are permitted) which also maintain the physical distancing for each household. Such areas should be identified with adequate signage and markings. The areas for participants and spectators will be dependent on the Facility in use.
- h) Prior to indoor activities, teams/groups must assign a Sanitizing Champion who is responsible for cleaning and sanitizing equipment used by their team or group during the softball activity.
- i) For Facilities owned or run by LSOs, once a team or group's organized activity has ended, that team, group, or LSO volunteer must clean and sanitize the area used. For Facilities owned and managed by entities other than the LSO, the LSO should coordinate with the Facility owner to determine any cleaning and sanitizing required.



ILLNESS POLICY

Sample Illness Policy (Adapted from Allied Golf Association of BC)

In this policy, "Team member" includes an employee, volunteer, participant or parent/spectator.

1. Inform an individual in a position of authority (coach, team manager, program coordinator) immediately if, you feel any symptoms of COVID-19 such as fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue and loss of appetite.

2. Assessment

- a. Team members must review the self-assessment signage located throughout the facility each morning before their shift/practice/activity to attest that they are not feeling any of the COVID 19 symptoms.
- b. Managers/coaches will visually monitor team members to assess any early warning signs as to the status of their health and to touch base on how they are regarding their personal safety throughout the workday/practice/activity.
- c. If Team Members are unsure please have them use the self-assessment tool

https://bc.thrive.health/covid19/en or through the COVID-19 BC Support App self assessment tool.

- 3. If a Team Member is feeling sick with COVID-19 symptoms
 - a. They should remain at home and contact Health Link BC at 8-1-1.
 - b. If they feel sick and /or are showing symptoms while at work, they should be sent home immediately and have them contact 8-1-1 or a doctor for further guidance.
 - c. No Team Member may participate in a practice/activity if they are symptomatic.
- 4. If a Team Member tests positive for COVID-19
 - a. The Team Member will not be permitted to return to the workplace/practice/facility until they are free of the COVID-19 virus.
 - b. Any Team Members who work/play closely with the infected Team Member will also be removed from the workplace/practice/facility for at least 14 days to ensure the infection does not spread further.
 - c. Close off, clean and disinfect their work/practice/facility area immediately and any surfaces that could have potentially be infected/touched.
- 5. If a Team Member has been tested and is waiting for the results of a COVID-19 Test
 - a. As with the confirmed case, the Team Member must be removed from the workplace, practice or facility.
 - b. The Public Health Agency of Canada advises that any person who has even mild symptoms to stay home and call the public health authority of B.C.



- c. Other Team Members who may have been exposed will be informed and removed from the workplace/practice/activity for at least 14 days or until the diagnosis of COVID-19 is ruled out by health authorities.
- d. The workspace/practice/activity space will be closed off, cleaned, and disinfected immediately and any other surfaces that could have potentially been infected/touched.
- 6. If a Team Member has come in to contact with someone who is confirmed to have COVID-19
 - a. Team Members must advise their employer/coach if they reasonably believe they have been exposed to COVID-19.
 - b. Once the contact is confirmed, the Team Member will be removed from the workplace/practice/activity for at least 14 days or as otherwise directed by public health authorities. Team Members who may have come into close contact with the Team Member will also be removed from the workplace for at least 14 days.
 - c. The workspace/activity area will be closed off, cleaned, and disinfected immediately and any other surfaces that could have potentially been infected/touched.
- 7. Quarantine or Self-Isolate if:
 - a. Any Team Member who has travelled outside of Canada or the province within the last 14 days is not permitted to enter any part of the facility and must quarantine and self isolate.
 - b. Any Team Member with any symptoms of COVID-19 is not permitted to enter any part of the facility and must quarantine and self-isolate.
 - c. Any Team Member from a household with someone showing symptoms of COVID-19 is not permitted to enter any part of the facility and must quarantine and self-isolate.
 - d. Any Team Member who is in quarantine or self-isolating as a result of contact with an infected person or in families who are self-isolating, is not permitted to enter any part of the facility.

RESPONSIBILITY OF THE LSO

COVID-19 SAFETY PLAN TEMPLATE

All organizations must develop a COVID-19 Safety Plan. This tool can be used to guide you through the planning process. Currently, there is no standard document for your COVID-19 Safety Plan – you may use this document, or another document that meets your needs, to develop your plan. Other organizations have also developed templates to support Safety Plan development. For example, WorkSafe BC has developed a comprehensive tool all businesses can adapt. This COVID-19 Safety Plan template is adapted from WorkSafe BC to align with the sport sector.







GRADUATED RETURN TO SOFTBALL

The focus for Softball BC is to allow players to return to softball activities while respecting all Provincial health guidelines. This means that in the immediate term, those activities will be restricted to practice and skill development sessions, first for U10 players and above, and then for players in the Learn to Play age groups. Softball BC understands that games and competition are a huge part of softball and is committed to allowing a return to game play for teams in U10 and above once Provincial Health Authorities and Softball BC determine that it is safe to do so. This phasing plan does not include dates for return to game play since we do not yet know when that will be. It may also be that some areas or LSOs may be in a position to return to game play sooner or later than others.

It goes without saying that throughout all of the phases, anyone displaying symptoms of COVID-19, or who thinks they may have been exposed to COVID-19 should not attend any Softball activities. LSOs should put in place an Illness Policy such as the one listed on the Resources and Links page of this document. That plan should include reporting of a positive test result to the LSO, and in such a case, the LSO should cease softball activities for anyone that may have encounter this person. LSOs should determine who within the organization has the authority to modify, restrict, postpone or cancel activities so that these decisions can be made quickly if needed. In addition, anyone that considers themselves to be high risk in the event they were to contract COVID-19 should not participate in softball activities at this time.

As with any unruly or abusive behaviour, in the event that participants or other attendees at softball activities refuse to comply with this Return to Play plan and the rules and regulations put in place by LSOs to follow it, Softball BC encourages LSOs and their volunteers to call 911 and to allow authorities to deal with such situations.







INNING ONE – Controlled Practice and Skill Development U10 through Men & Women

TIMELINE: no earlier than June 10, 2020

LSOs and participants are to follow the Facility and diamond protocols above, plus:

- No more than 50 per diamond or as per the guidelines for attendance as outlined by the respective Municipality. Please take into account shared spaces as well as entrances and exit requirements.
- Frequent hand santizing or washing must be scheduled.
- Controlled practices and skill development will take into account minimizing shared use of equipment and maintaining physical distance wherever possible.
- Water bottles and food items are not to be shared.
- No spitting, sunflower seeds or gum allowed.
- Where possible, each player should have their own personal equipment, including batting helmets, bats, catchers gear, etc.
- Where personal equipment must be shared, the equipment must be thoroughly sanitized between each use. When players are sharing a bat it should be picked up by the barrel and sanitized by the Sanitizing Champion before being used by the next player.
- A minimum amount of people should be responsible for setting up and taking down all equipment for a session.
- Practice plans should consider a minimal number of participants handling the same ball. For example, when possible, catching and throwing drills should be done in pairs only and the balls sanitized by the Sanitizing Champion after each drill.
- Coach must have a current EAP (emergency action plan) outlining, in the event of a minor or major injury, what the medical treatment process will be. The safety of all participants is top priority, but whenever possible, must be done with the requirements of COVID-19 transmission being minimized.
- Each team must appoint an 'In Charge Person' (Inury Attendant), and if an injury occurs to a player only the coach and In Charge Person, both wearing protective gloves and face coverings, may go the injured player. Everyone else must maintain physical distancing.
- Bleachers should be closed or used only in a way that physical distancing is maintained.
- Under no circumstances will there be games or scrimmages.



INNING TWO - Controlled Skill Development for TimBits U6 and U8 TIMELINE: no earlier than June 17, 2020

All participants are to follow the Facility and Diamond protocols above, plus:

- No more than fifty (50) people per diamond or as per the guidelines for attendance as outlined by the respective Municipality. Please take into account shared spaces as well as entrance and exit requirements.
- Groups of no more than 10 participants and one household member each permitted in the designated practice area.
- Every participant must be accompanied by a responsible person over the age of 16 who is prepared to practice with the participant throughout the season.
- Programme facilitator will maintain physical distancing with the participants and oversee the skill development sessions.
- It is recommended the season be made up of a 12 session, 6 week programme
- Skills will focus on physical literacy
- No shared use of equipment, each participant to supply or be supplied with their own session equipment.
- Any LSO equipment loaned to players should be sanitized before being put away.
- Under no circumstances will there be games or scrimmages.
- Each participant is to have their own water bottle and food items, no sharing.
- Facilitator will be responsible for ensuring planned sanitation breaks and hand cleaning.
- Coach/Facilitator must have a current EAP (emergency action plan) outlining, in the
 event of a minor or major injury, what the medical treatment process will be. The safety
 of all participants is top priority, but whenever possible, must be done with the
 requirements of COVID-19 transmission being minimized.
- Each team must appoint an 'In Charge Person' (Inury Attendant), and if an injury occurs to a player only the coach and In Charge Person, both wearing protective gloves and face coverings, may go the injured player. Everyone else must maintain physical distancing.



INNING THREE – Community Focused Games U10 and older

TIMELINE: no earlier than July 1, 2020

LSOs and participants are to follow the Facility and Diamond protocols included in Inning 1 (except to the extent that they conflict, in which case these Inning 3 protocols apply) above, plus:

- Games will be scheduled with teams from the same community as defined by the viaSport sport sector guidelines and Softball BC
- No more than 50 per diamond or as per the guidelines for attendance as outlined by the respective Municipality. Please take into account shared spaces as well as entrance and exit requirements.
- Bleachers should be closed or used only in a way that physical distancing is maintained.
- Teams may only use players on their approved roster, no pick ups are allowed, and teams may play with as few as 8 players without being penalized. LSO's are encouraged to coordinate to ensure that teams have enough players to field a full team regardless of their home LSO.
- Line up cards must be prepared, but will not be physically shared photos may be taken by scorekeepers, etc. and the lineup card must be made available to show the umpire when requested.
- Pre game meetings will take place at home plate while respecting distancing of at least 2 metres. Only one coach per team and umpire (s) to attend the meeting.
- Schedules are recommended to be drawn up to allow for time to prepare the venue before a game and clean it after the game has ended.
- All participants are to leave the playing field immediately after the game has ended. No team meetings at the venue post game.
- No team huddles before, during or after the game.
- No handshake with the opposing team/officials after the game.
- Each team must appoint a Distancing Monitor who will observe their own team & spectators and encourage them to maintain physical distancing.
- Each team must appoint an 'In Charge Person' (Injury Attendant), and if an injury occurs to a player on that team, either the umpire or coach will call time and only the coach and In Charge person both wearing protective gloves and face coverings may go to the injured player, everyone else must maintain physical distancing.
- Face coverings for virus contagion are recommended for all participants; coaches must have face coverings easily accessible to them and must wear them anytime they cannot maintain physical distancing from other participants.
- Face coverings for virus contagion are mandatory for home plate umpires, provided that should an umpire be unable to wear a face covering due to an underlying health issue or



breathing/overheating concerns, the home plate umpire has the option of calling the game from behind the pitcher's circle as an alternative to wearing a face covering.

- Due to breathable air quality concerns about physical exertion while wearing face coverings, it is recommended that face coverings be removed when physical distancing can be maintained (for example when their team is on offence), and that players be switched out or given breaks after wearing face coverings for prolonged periods.
- Should a player need to leave the field during play due to breathing concerns associated with wearing a face covering, any player on the bench may replace the removed player and not be counted as a substitution leaving/re-entering the game.
- It is recommend that all participants bring back up face coverings should their original face coverings come off and fall in the dirt when removing their helmet.
- No person should pick-up or handle anyone else's helmet/face covering.
- The umpire is not to handle any equipment other than their own during a game including game balls.
- Defensive team will sanitize the ball for their team during the game. Balls should be routinely rotated and santitized. The pitcher/catcher will call time and the ball will be given to the Sanitizing Champion to be sanitized, The Sanitizing Champion will throw in a sanitized ball in exchange.
- Offensive coaches are to remain a minimum of two metres away from 1st and 3rd base at all times, regardless of where it may locate them on the diamond (as long as it doesn't increase the danger to a coach's personal safety).
- Between pitches, the umpire is to move 2 metres away from the catcher, and the batter is to move 2 metres away from the catcher. Once the play is ready to resume, umpire and batter move back into position, and umpire signals play ball.
- Coach to umpire, player to umpire and umpire to umpire conferences will be done with a two (2) metre distance at all times, unless all participants to the conference are wearing face coverings in which case the conference may be done at normal distance.
- Coach, pitcher and catcher may have a defensive conference at the pitching circle, with a two metre distance being observed by all participants, unless all participants to the conference are wearing face coverings in which case the conference may be done at normal distance.
- Offensive team conference may be held with a two metre distance being observed by all participants, unless all participants to the conference are wearing face coverings in which case the conference may be done at normal distance.
- Teams are to maintain physical distancing while off the field of play, with players in designated spots as appropriate in the ballpark. Spectators will maintain physical distancing, along the sides of the diamond, behind the backstop or in the outfield as appropriate to the layout of the ball park.



- No player may lick their fingers during softball activities. Pitchers may use pitching rosin and/or gorilla rags at all levels. If a player does lick their fingers while on the field, the player must leave the game and may only return to the game after they have sanitized or washed their hands with soap and water. Any player on the bench may replace the removed player and not be counted as a substitution leaving/re-entering the game.
- At the conclusion of a play at a base or bases, the batter/runner and defensive player should separate and establish appropriate distancing again as soon as possible. Umpire may assist in this by verbal reminder.
- On deck batter may only have one bat for warm-up.
- When an at-bat has finished, if the batter struck out or was put out prior to reaching first base, the batter will pick up their own bat and carry it back to the dugout, where they either hand it to a Sanitizing Champion or return it to their personal equipment bag. If the batter reaches base, their bat will be picked up by the barrel by the on-deck batter and handed to a Sanitizing Champion for either sanitizing or return to the original batter's equipment space.
- All players must sanitize their hands when returning to their dugout at the end of each half-inning.
- Participants and spectators are to leave the playing field and park immediately at the conclusion of the game.
- Next team to play on that diamond will not step onto the diamond until all members of the previous game's team have left the area.
- Coach must have a current EAP (emergency action plan) outlining, in the event of a minor or major injury, what the medical treatment process will be. The safety of all participants is top priority, but whenever possible, must be done with the requirements of COVID-19 transmission being minimized.



INNING FOUR – Competitive Games with Neighbouring Communities

TIMELINE: To be determined

LSOs and participants are to follow the Facility and Diamond protocols below, as well as those included in Phase Three (except to the extent that they conflict, in which case these Inning Four protocols apply), plus:

- Home team to set up the diamond and communicate entry/exit points to visitors, as well as any other protocols being observed at that park.
- Visiting team will be directed to spectator and participant areas which have been adequately marked off and idfentified for spectator seating, or participant equipment storage.
- Where possible, a minimum of two umpires should be used for games to assist in physical distancing.
- Participants are to follow Inning 3 protocol.
- Coach must have a current EAP (emergency action plan) outlining, in the event of a minor or major injury, what the medical treatment process will be. The safety of all participants is top priority, but whenever possible, must be done with the requirements of COVID-19 transmission being minimized.
- Each team must appoint an 'In Charge Person' (Inury Attendant), and if an injury occurs to a player only the coach and In Charge Person, both wearing protective gloves and face coverings, may go the injured player. Everyone else must maintain physical distancing.

INNING FIVE – Competitive Games inter-regional, Cross Provincial & Tournaments **TIMELINE: To be determined**

LSOs and participants are to follow the Facility and Diamond protocols below as well as those included in Inning 4 (except to the extent that they conflict, in which case these Inning 5 protocols apply), plus:

- No more than 50 per diamond or as per the guidelines for attendance as outlined by the respective Municipality. Please take into account shared spaces as well as entrances and exit requirements.
- Game times are to be staggered to ensure there is an unencumbered pathway to enter and exit the facility.
- Participants and spectators are to leave the field immediately after the conclusion of their game/event.
- Medals/prizes are not to be handed out individually, but a closed box handed to a team representative.



- If appropriate home team to set up the diamond and communicate entry/exit points to visitors, as well as any other protocols being observed at that park. If it is a tournament, then the hosting club will have diamonds set up under the park/venue and diamond preparation, and it will be the responsibility of the host to communicate with visiting teams about the protocols to be followed at each specific park or Facility.
- Visiting team, or in the case of a tournament, all away teams attending the tournament will be directed to spectator and participant areas which have been adequately marked off and idfentified for spectator seating, or participant equipment storage.
- Where possible, a minimum of two umpires should be used for games to assist in physical distancing.
- Coach must have a current EAP (emergency action plan) outlining, in the event of a minor or major injury, what the medical treatment process will be. The safety of all participants is top priority, but whenever possible, must be done with the requirements of COVID-19 transmission being minimized.
- Each team must appoint an 'In Charge Person' (Injury Attendant,) and if an injury occurs to a player on that team, either the umpire or coach will call time and only the coach and In Charge Person both wearing protective gloves and face coverings may go to the injured player, everyone else must maintain physical distancing

Please note that these Guidelines are current and in accordance with the Provincial Health Guidelines and Orders in place at date of their issuance but may be updated should circumstances change or should relevant Guidelines and Orders be revised.

ENFORCEMENT

It is expected that members of Softball BC will follow the protocols in place for return to play not only for their own safety, but for the safety of all participants. Failure to abide by these rules will have consequences. Member organizations and participants are expected to adhere to these protocols for their in-person softball activities. Except where a protocol identifies a specific penalty, enforcement should be by way of warning against the violator, and request to leave the in-person activity when repeated violations of a protocol occur. Member organizations not following these protocols may result in expulsion from Softball BC. Intentional violations of these protocols by individuals may result in disciplinary action, up to and including suspension.



RTP Stages map with BCGov and viaSport comparisons

BC Government	Phase One	Phase Two	Phase Three				Phase Four
	up to May 19th, 2020	May 19th - Current	June - September				TBD
	Essential Services only	stay close to home and avoid any travel between communities that is not essential				travelling throughout	Conditional on at least one of the following; wide vaccination, "community" immunity, broad successful treatments:
viaSport	Phase One	Phase Two			Phase Three		Phase Four
Dates Description Restrictions In Place Contact Activities Competition	up to May 19th, 2020	May 19th - Sept			TBD		TBD
		Transition Measures		Progressively Loosen		New Normal	
	s Maintain 2m Physcial Distance No n non-essential travel	o Maintain 2m Phylical Distance No non-essential travel		Refer to PHO and local health authorities.		Refer to PHO and local health authorities	
	Should not occur	Should not occur			Introduction to pair or small group		No restrictions on activity type
	Should not occur	In-club play or modified games may be slowly introduced			Interclub or regional game play may be considered		Provincial competitions and larger scale events may return
Softball BC MINOR			Inning 1	Inning 2 TIMBITS	Inning 3	Inning 4	Inning 5
Date	MID:		Jun-10	Jun-17	Jul-01	TBD	TBD
Focus Games & Competition			Practice & Skills Development Only	Practice & skill dvelopment	Practice & skills and games slowly introduced within the same community	Practice & skils and slowly expanding games to include within your zone	Practice & Skills with no limits on travel as well as allowance for Tournaments and Provincial competitions
			Not allowed	No Games or scrimmages	In community games allowed	Regional games allowed	Local, Provincial and National competitions allowed
Softball BC MEN & WOMEN			Inning 1	N/A	Inning 3	Inning 4	Inning 5
Date	s		Jun-10		Jul-01	TBD	TBD
Focus Games & Competition	Control Control		Practice & Skills Development Only		Practice & skills and games slowly introduced within the league	Practice & skills and games slowly introduced within the league	Practice & Skills with no limits on travel as well as allowance for Tournaments and Provincial competitions
			Not allowed		In community games allowed	In community games allowed	Local, Provincial and National competitions allowed



viaSport SPORT ACTIVITY CHART

	Strictest Controls Prior to May 19, 2020	Transition Measures Approx. May 19th to Sept	Progressively Loosen Future date TBC	New Normal Future date TBC
Restrictions in Place	Maintain Physical Distance (2m)No non-essential travel	 Maintain Physical Distance (2m) No non-essential travel No group gatherings over 50 people 	Refer to PHO and local health authorities	Refer to PHO and local health authorities
Enhanced Protocols	Increased hand hygiene	Increased hand hygieneSymptom Screening in place	Increased hand hygiene	Increased hand hygiene
Facility	Outdoor or within homeFacilities and playgrounds closed	Outdoor is safest Indoor facilities slowly re-opening	Outdoor/Indoor	Outdoor/Indoor
Participants	Individual activities	Small Groups No or limited spectators	Groups sizes may increase Limited spectators	Large groups allowedNo restrictions on spectators
Non-contact Activities	 Low risk outdoor activities can occur (biking, running, etc). Virtual activities 	 Fundamental movement skills Modified training activities, drills 	Expansion of training activities	No restrictions on activity type
Contact Activities	Should not occur	Should not occur Contact sports should look for non-contact alternatives to training	Introduction to pair or small group contact skills	No restrictions on activity type
Competition*	Should not occur	In club play or modified games may slowly be introduced	Interclub or regional game play may be considered	Provincial competitions and larger scale events may return
Equipment	No shared equipment	 Minimal shared equipment Disinfect any shared equipment before, during and after use 	 Some shared equipment Enhanced cleaning protocols in place 	Shared equipment

^{*}Introduction of competitive activities should be in alignment with Sport Specific guidelines



Softball – Site Safety Risk Management Tool (full version available online)

Background

The purpose of this document is to help LSO's to assess and manage the risks related to the facilities and venues they will be using for their softball activities. From that assessment, areas of high and medium risk should be identified, and risk management strategies put in place to reduce those risks.

General Risk Management Strategies (in order of priority/effectiveness):

- 1. Restrict/remove access do not use this facility/venue and/or do not allow access to it
- 2. **Limit use** access is allowed but only to a very limited number of people who have the ability and responsibility of controlling the facility/venue. Where possible, eliminate "nonnecessary" access and use of the facility/venue
- 3. **Manage and control use** implement procedures to monitor and control use of the facility/venue as well as to regularly maintain sanitation and safety of the facility/venue.

Questions to consider in this process:

- Who controls this facility/venue? The LSO? The Municipality/Parks Board? Someone else?
- Who else uses or has access to this facility/venue?
- How difficult is it to keep the facility/venue sanitized and safe?
- How is the facility/venue affected in different weather conditions?
- How will people "interact" in the spaces within the facility/venue?
- Are there physical areas that are more vulnerable/higher risk/more difficult to control than others?
- How does the type of participant effect the risk levels (e.g. adult, teenage, younger child)?
- What about participants who are not coaches and players (e.g. umpires, volunteers, spectators, etc.)

Instructions for Use

- 1. Compile a list of all the venues, fields and facilities that the LSO is planning to use for softball-related activities.
- 2. Complete a Site Inspection for each unique location. Where there are multiple fields at one location, include an assessment for each field plus the associated facilities (e.g. washrooms, concession, changerooms, etc.)
- 3. As much as possible, include pictures and diagrams of the actual location as reference but also so that others can see the context

To download and utilize the Site Safety Risk Management Tool please visit: https://softball.bc.ca/wp-content/uploads/2020/06/Softball-Site-Safety-Risk-Management-Tool-%E2%80%93-ver-3.0-1.pdf





LSO ROLE

- ❖ Conduct a risk assessment of your facility to determine if you can follow all necessary guidelines from Softball BC and the facility owner, if not your club
- Review Softball BC Return to Play Guidelines and, as a board, bring forward a motion at a board meeting to approve the guidelines for your club.
- ❖ Provide a copy to your facility owners in order to be given park permits
- Confirm your agreement with Softball BC to follow the guidelines through the compliance agreement
- ❖ Register your members with Softball BC
- ❖ Clearly mark entrance and exit points, areas for participants and spectators to go to, and if they are being provided by the LSO, where the sanitation stations will be set up as well as signage for the above. Place lidded garbage cans by dugouts for disposal of masks, tissues, wipes.
- Mark appropriate distancing indicators for washrooms and concession if necessary
- Delegate an attendance coordinator and communicate with members the process for submitting attendance reports
- ❖ Delegate a scheduler to assign start and end times for all activities. If you have multiple diamonds, determine if they meet the criteria for gatherings of 50 people on each diamond and schedule, accordingly, using staggered start times if more than one diamond
- Ensure field equipment volunteers or contractors have PPE and sanitizer equipment, and are following protocols for COVID-19 cleaning as per WorksafeBC
- Ensure concession contractor and/or volunteers have been trained on protocols for food service, and all permits are in place
- ❖ Where the LSO controls an indoor facility, maximum occupancy must be determined and posted outside the facility. Markings for where people may stand observing distancing should be laid down
- Attendance tracker and screener are to be stationed at the entrance to the facility
- ❖ If necessary, delegate a Sanitizing Champion to clean high touch areas and ensure cleanliness at the venue or venues
- ❖ Communicate, communicate with your members and the public



COACH ROLE

- Confirm your exact scheduled time and location for softball activity –
 communicate with your parents/players
- ❖ Delegate role of Attendance Tracker, Distance Monitor, In-Charge Attendant, Sanitizing Champion and Screener from among team. Do not assign these tasks to coaching staff
- Remember to bring a mask with you to all activities in case it is needed
- ❖ Check that first aid kit is stocked and includes disposable gloves
- ❖ Ensure area to be used has been sanitized and hand cleaning supplies are available for everyone to use before beginning activity
- ❖ Direct team members to your assigned area for practice or games
- ❖ Maintain minimum of two metres distance whenever possible
- Fill out line-up card for games but do not share copies, have them take a photo of your line-up
- ❖ Be sure your area has been cleaned, sanitized, all garbage and refuse has been cleaned up before leaving the dugout area
- ❖ No post game meetings, leave the park promptly as soon as clean up is complete



UMPIRE ROLE

- ❖ Confirm your exact start and end time for your game
- Make sure your personal equipment is clean and sanitized before going to the park
- Arrive at the ballpark fully dressed
- ❖ Remember to bring two face covering masks with you
- ❖ Have your own clearly marked water bottle and snack
- ❖ Check in with the attendance tracker and screener
- Go immediately to your designated area
- ❖ Do not handle any equipment, other than your personal gear
- No spitting, gum, sunflower seeds, etc.
- ❖ Maintain physical distance protocol when meeting with coach or your partner
- Sanitize your hands at s minimum after every half inning by washing at least 20 seconds with soap and water or using an approved hand sanitizer
- ❖ After the game is over, leave the park promptly



PLAYER ROLE

- Make sure your personal equipment is clean and sanitized before going to the park, and keep it together in your bag
- * Remember to bring two face covering masks with you
- Bring a foldout or camping chair
- ❖ Have your own clearly marked water bottle and snack
- ❖ Arrive at the ballpark fully dressed for softball activity
- ❖ Check in with the attendance tracker and screener
- ❖ Go right to your designated area and wait for direction from your coach.
- No spitting, gum, sunflower seeds, etc.
- ❖ We recommend you don't share equipment, but if you must, be sure it has been sanitized before and after you use it
- ❖ By all means do your cheers, but avoid getting close or screaming!
- No high fives, handshakes, hugs wave and thank the coaches/umpires and your teammates/opponents after a practice/game
- Sanitize your hands frequently, suggest after every half inning, or between drills by washing at least 20 seconds with soap and water or using an approved hand sanitizer
- After the game or practice is over, leave the park promptly, no meetings or visiting



PARENT/SPECTATOR ROLE

- ❖ Bring a foldout or camping chair, if possible avoid sitting in bleachers
- ❖ If there are other groups still on your team's designated practice/game space, wait at your vehicle or a safe distance away until the space has been vacated and your team coach indicates it is ok to come into the area
- ❖ Check in on arrival with the attendance tracker and screener
- Go to the designated spectator area while maintaining proper physical distancing
- No spitting, gum, sunflower seeds, etc.
- ❖ In the event of extreme weather which causes either a delay or postponement to the activity, return to your vehicle to wait for resumption of play, or to a sheltered area while maintaining minimum 2 metres from other households
- ❖ After the game or practice is over, leave the park promptly, no meetings or visiting





RESOURCES AND LINKS

- ILLNESS POLICY (viaSport) https://softball.bc.ca/wp-content/uploads/2020/06/Illness-Policy.pdf
- ATTENDANCE SHEET https://softball.bc.ca/wp-content/uploads/2020/06/Attendance-Tracking-Form.pdf
- PPE AND SAFETY EQUIPMENT https://softball.bc.ca/resource-library-for-ppe-and-safety-equipment/
- RETURN TO PLAY SANCTION FORM https://softball.bc.ca/wp-content/uploads/2020/06/Return-to-Play-Sanction-Form.pdf
- PRACTICE PLANS AND COACHING RESOURCES (including TimBits)
 https://softball.bc.ca/coaching-resources-2/
- SIGNAGE FOR YOUR BALL PARK https://softball.bc.ca/covid-19-signage/
- EMERGENCY ACTION PLAN TEMPLATE (EAP) https://softball.bc.ca/wp-content/uploads/2020/06/EAP.pdf
- SAFETY PLAN (courtesy of viaSport) https://softball.bc.ca/wpcontent/uploads/2020/06/Safety-Plan.pdf
- PARTICIPANT AGREEMENT https://softball.bc.ca/softball-bc-return-to-play-guidelinesand-appendixes/
- PARTICIPANT LETTER https://softball.bc.ca/softball-bc-return-to-play-guidelines-andappendixes/
- SITE SAFETY RISK MANAGEMENT TOOL https://softball.bc.ca/softball-bc-return-toplay-guidelines-and-appendixes/
- WEARING A NON-MEDICAL MASK https://softball.bc.ca/softball-bc-return-to-play-guidelines-and-appendixes/
- WEARING MASKS OR FACE COVERINGS https://softball.bc.ca/softball-bc-return-to-play-guidelines-and-appendixes/



REFERENCES

PROVINCE OF BRITISH COLUMBIA

• B.C.'s Restart Plan: https://www.scribd.com/document/460236402/B-C-s-Restart-Plan-Next-Steps-to-Move-Through-the-Pandemic#fullscreen&from_embed

REGIONAL HEALTH AUTHORITIES

- Fraser Health: https://www.fraserhealth.ca/
- Interior Health: https://www.interiorhealth.ca/Pages/default.aspx
- Island Health: https://www.islandhealth.ca/
- Northern Health: https://www.northernhealth.ca/
- Vancouver Coastal Health: http://www.vch.ca/

HEALTH RESOURCES

- COVID-19 (B.C.) Provincial Support: https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support
- BC COVID-19 Self-Assessment Tool: https://bc.thrive.health/covid19/en
- Health Canada Handwashing Guidelines: https://www.canada.ca/content/dam/phacaspc/documents/services/diseases-maladies/reduce-spread-covid-19-wash-yourhands/eng-handwashing.pdf
- Health Canada Personal Protective Equipment against COVID-19: https://www.canada.ca/en/health-canada/services/drugs-health-products/medical-devices/covid19-personal-protective-equipment.html
- Health Canada List of Disinfectants for use against COVID-19: https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/list.html
- BCCDC Cleaning and Disinfecting: http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting_PublicSettings.pdf

POSTERS

- COVID-19 Protection: http://www.bccdc.ca/Health-Info-Site/Documents/COVID19-Prevention.pdf
- Physical Distancing: http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19_PhysicalDistancingPoster.pdf
- Handwashing: http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19_Handwashing%20Poster_MD%20offices.pdf
- Do not enter if you are sick: http://www.bccdc.ca/Health-Info-Site/Documents/COVID19_DoNotEnterPoster.pdf
- Vulnerable Populations: https://www.canada.ca/content/dam/phacaspc/documents/services/publications/diseases-conditions/coronavirus/covid-19vulnerable-populations/covid-19-vulnerable-populations-eng.pdf



• Occupancy Limit: https://www.worksafebc.com/en/resources/health-safety/posters/help-prevent-spread-covid-19-occupancy-limit?lang=en

WORKSAFE BC RESOURCES

- Returning To Safe Operations: https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation
- COVID-19 Safety Plan Template: https://www.worksafebc.com/en/resources/health-safety/checklist/covid-19-safety-plan?lang=en

SPORT AND RECREATION RESOURCES

- Return to High Performance Sport Framework: https://www.viasport.ca/sites/default/files/Canada%20-%20COVID-19%20Return%20to%20HP%20Sport%20Framework%20-%20May%202020.pdf
- BCCDC guidance for recreation facilities: http://www.bccdc.ca/health-info/diseases-conditions/covid-19/community-settings/recreation-facilities
- BCRPA Sector Guidelines for Restarting Operations: https://www.bcrpa.bc.ca/covidguideli



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