






In-Person Checklist by Role








ONGOING

- Monitor symptoms & continue to practice good hygiene.
- Do not show up if you are feeling sick or have been in contact with anyone who has tested positive for COVID-19.
- Alert coaches/Special Olympics Washington if athlete tests positive for COVID-19 or has been exposed to someone who tests positive.
- Travel in separate vehicles with members of your immediate household as much as possible. If carpooling occurs, participants should wear face coverings at all times, and consider opening windows for more ventilation.

BEFORE YOU START

Checkbox	Task	Coaches	Athletes/Unified Partners	Parents/Caretakers
<input type="checkbox"/>	 AFP & UP Form	Verify Athlete Registration Medical Form (formerly known as AFP) and gather update as needed. Review athlete medical conditions/risk factors with athlete, parents, and caregivers. Determine participation clearance.	Athletes: Submit updated Athlete registration Medical Form (sports physical form - formerly known as AFP) if yours is expired. Review your medical conditions/risk factors with coach. Coaches will ultimately determine participation clearance. Unified Partners: Submit updated Unified Partner Form if expired or you do not have one. Review your medical condition/risk factor with coaches. All Unified partners over the age of 18 (except schools participants) need to also complete a background check .	Submit updated Athlete Registration Medical Form (sports physical form - formerly known as AFP) for athletes or a Unified Partner Form for Unified partners. Review your athlete or Unified partner participants medical conditions/risk factors with coach. Coaches will ultimately determine participation clearance.
<input type="checkbox"/>	 COVID Release Form	Distribute and collect signed COVID Release Form from all participants prior to any in-person activity. Return to Special Olympics Washington as required. (One waiver per participant required).	Read and sign and acknowledge the information in the COVID Release Form & return to coach before participating in any in-person activity.	Read and sign and acknowledge the information in the COVID Release Form on behalf of the participant if applicable. Explain the contents to participant as needed. Return to coach before athlete participates in any in-person activity.
<input type="checkbox"/>	 Registration	Register athletes in groups of 4:1 ratio (4 athletes to 1 coach). NOTE: Coaches should know the names and birthdates of athletes before beginning the registration process. If you are unsure, contact your Area Director.	Contact your coach or Area Director if you are interested in registering for in-person activity. Be advised that the in-person group ratio must be 4:1 (4 athletes to 1 coach).	Contact your athlete's coach or Area Director if you are interested in registering your athlete for in-person activity. Be advised that the in-person group ratio must be 4:1 (4 athletes to 1 coach).
<input type="checkbox"/>	 Online Training	Once registration is approved, complete the return to play webinar that will be sent to you via email. Watch return to activity videos to prepare for what may look different in your in-person gathering.	Watch return to activity videos to prepare for what may look different in your in-person gathering.	Watch return to activity videos to prepare for what may look different in your athlete's in-person gathering.



ONSITE				
Checkbox	Task	Coaches	Athletes/Unified Partners	Parents/Caretakers
<input type="checkbox"/>	 Signage	Display provided signage to facilitate screening process, social distancing, handwashing and mask usage.	Follow directions indicated on signage displayed.	Follow directions indicated on signage displayed.
<input type="checkbox"/>	 Onsite Screening	<p>Take all participants temperature using no-contact thermometer at the beginning of each in-person gathering. Record attendance, temperatures and follow screening protocol using the Screening & Tracking Template. Coaches are expected to keep track of forms for duration of season to assist with contact tracing as needed.</p> <p>Send home any athletes who fail onsite screening or are experiencing any symptoms. Refer athletes who are experiencing symptoms to their healthcare provider & to be tested immediately.</p> <p>Do not show up if you are feeling sick or have been in contact with anyone who has tested positive for COVID-19.</p>	<p>Have temperature taken using no-contact thermometer at the beginning of each in-person gathering. Answer screening questions from coach as part of the Screening & Tracking Template. Go home immediately if you fail onsite screening or are experiencing any symptoms. Contact your healthcare provider & consider getting tested immediately.</p> <p>Do not show up if you are feeling sick or have been in contact with anyone who has tested positive for COVID-19.</p>	<p>Assist athlete in answering screening questions from coach to complete the Screening & Tracking Template if applicable. Take athlete home if they fail onsite screening or are experiencing any symptoms. Contact athlete's healthcare provider & consider having them tested immediately.</p> <p>Do not show up if you are feeling sick or have been in contact with anyone who has tested positive for COVID-19.</p> <p>After assisting with screening questions, parents/caretakers are not allowed to stay if the group is over 5 people in size.</p>
<input type="checkbox"/>	 Social Distancing	Maintain at least 6-ft distance from others at all times.	Maintain at least 6-ft distance from others at all times.	Maintain at least 6-ft distance from others at all times.
<input type="checkbox"/>	 Face Coverings	<p>Wear a cloth face covering that covers your nose and mouth at all times.</p> <p>Have extra face coverings and disposable masks available at all times during practice.</p>	Wear a cloth face covering that covers your nose and mouth at all times. There may be times when masks can be removed during exercise. (For example, when an athlete can maintain more than 6ft distance outdoors).	Wear a cloth face covering that covers your nose and mouth at all times. Ensure athlete participant is wearing a cloth face covering upon arrival to in-person activity.
<input type="checkbox"/>	 Participant Code of Conduct	Distribute and collect signed Participant Code of Conduct from all participants prior to participant in any in-person activity. (not required – additional resource for coaches)	Read, sign and acknowledge the information in the Participant Code of Conduct before participating in any in-person activity and return to coach.	Read, sign and acknowledge the information in the Participant Code of Conduct on behalf of the participant if applicable. Explain the contents to participant as appropriate and return to coach.
<input type="checkbox"/>	 Hand Hygiene	<p>Wash hands for 20 seconds with soap and warm water or use hand sanitizer before and after any activities. Wash hands after sneezing, coughing, using bathroom or eating. Avoid touching face.</p> <p>Have hand sanitizer available at all times during practice.</p>	<p>Wash hands for 20 seconds with soap and warm water or use hand sanitizer before and after any activities. Wash hands after sneezing, coughing, using bathroom or eating. Avoid touching face.</p>	<p>Wash hands for 20 seconds with soap and warm water or use hand sanitizer before and after any activities. Wash hands after sneezing, coughing, using bathroom or eating. Avoid touching face.</p>
<input type="checkbox"/>	 Sanitize Equipment	Educate athletes not to share drinking bottles or towels with other people. Monitor and sanitize shared equipment in between use.	Do not share drinking bottles or towels with other people. Only share equipment when instructed to do so and after it has been disinfected.	Option to provide athlete with personal equipment to use during practice.