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**From:** Board of Directors  
**To:** Coaches and Managers  
**Date:** July 8, 2020  
**Subject:** COVID-19 Procedure Reminders

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For the near term, we are still in Phase 1 of Return to Play under Cal South Guidelines and County and CRPD regulations. We hope your first few training camps have gone well. We have learned some lessons in the last two weeks, and we want to make sure everyone is on the same page when it comes to their camps, so here are a few reminders:

**General Rules:**

1. You must read the Cal South "**Return to Play Guidelines - Phases and Responsibilities**" and Cal South "**Return to Play Guidelines - COVID-19 Prevention and Response Protocols.**" These have been emailed to each family, manager, and coach. It is each coach's responsibility to know these Guidelines and comply with them.
2. Coaches are to wear masks when not participating in training (e.g., between practices, check-in, setting up, arriving and leaving the field). Please set a good example for the athletes.
3. Set up your training area so no groups overlap or interact before or after sessions. For instance, have two designated areas on opposite sides of the field for gear, one for the group in training and the other for the group arriving. We suggest setting out cones at least 6 feet apart to designate where each athlete should put their gear.

**Check-In:**

4. Have a check-in time before each session. Wear a mask during check-in, and any time you are not participating in training.
5. At check-in be sure the group is setting up in the proper area, apart from other groups and observers.
6. Have the athletes clean their hands with sanitizer.
7. Check each athlete for the COVID symptoms listed on the Training Camp form. **DO NOT ALLOW** any player who is sick to participate in practice, regardless of the illness.

**Completing the attached Training Camp form:**

8. Completely fill out the Training Camp form for each session, including location and date.

9. All players must have a completed Cal South waiver to participate in any activity. You must either check online or have a signed hard copy before practice for an athlete to participate.

10. Each family must acknowledge receipt of the Cal South Protocol Information sheet. This has been emailed to every family in the club, but you may have new families trying out. Have an easily available electronic copy of the Protocols that you can email before practice to any new families.

11. When you confirm each athlete has a waiver and the Protocols, please check in the appropriate box next to their name.

12. You must either keep the Training Camp form or turn them into Eileen. The Club is required to keep each form until we are allowed to dispose of them by Cal South.

If an athlete contracts COVID-19, we must have the form so we can track who else may have been exposed. If we do not have the form, you and the Club could be penalized by Cal South.

Managers, it will be very helpful to the coach if you are able to arrive a little early, find your groups designated area, and do the check-in for the coach.

We realize these Guidelines will take time and effort, but it is critical that each group follow the Guidelines at each session. Failure to follow the Guidelines could lead to sanctions by Cal South, and it will not be bad if there is an outbreak of COVID-19 in the Club because we did not follow the Guidelines.

Thank you for taking the time to ensure our camps are as safe as we can make them for our players and for you.

