**Appendix G - Checklist for Organizers and Coaches**

* Follow all relevant state, local, facility and other applicable regulations.
* Use USA Ultimate Return to Play guidelines as a decision-making tool for activities.
* Communicate, implement and enforce [mask-wearing requirements](#Masks) for participants, coaches, staff and spectators.
* Make informed decisions that prioritize the health and safety of participants.
* Ensure awareness by participants of CDC guidance, risk factors and behaviors that increase or decrease risk.
* Designate a coach, organizer or other adult to be the point of contact for COVID-19-related concerns and communications.
* Ensure effective communication systems to disseminate information about safety measures and compliance with local regulations.
* Ensure training on safety protocols and applicable regulations are understood and implemented by all coaches and other relevant staff.
* Ensure effective planning to handle and report a sick participant or a known exposure.
* Create flexible staffing policies and backup staffing plans to account for sickness, exposure to COVID-19 or other risk factors.
* Provide support and coping materials and outlets for participants and staff.
* Educate organizers, volunteers, coaches, participants and families about when to stay home and when it is OK to return to activity.
* Establish and implement screening procedures.
* Teach and encourage important hygiene practices, including requiring hand cleaning, prohibiting spitting and encouraging coughing/sneezing into tissues that are properly disposed of.
* Ensure adequate supplies for hygiene are available.
* Create awareness of and flexibility for participants at greater risk.
* Limit group size and makeup based on local regulations.
* Implement physical distancing measures on and off the field based on local regulations.
* Implement equipment management, cleaning and disinfecting protocols based on local regulations.
* Limit travel and interactions outside the local area based on local regulations.
* Modify activities and rules to accomplish goals in each area of risk.
* Use a phased approach to reintroducing activity to decrease the risk of injury.
* Consider how new procedures may disproportionately affect or marginalize any group or groups of people and work to mitigate negative impacts, while maintaining health and safety.
* Review and consider using additional planning tools, such as:
	+ [CDC’s Events and Gatherings: Readiness and Planning Tool](https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/COVID19-events-gatherings-readiness-and-planning-tool.pdf)
	+ [CDC’s Youth Programs and Camps Readiness and Planning Tool](https://www.cdc.gov/coronavirus/2019-ncov/downloads/camp-planning-tool.pdf)