



2020 BOSTON OPEN EVENT OPERATIONS & SAFETY PLAN

September 25 - 27, 2020
The Skating Club of Boston
750 University Avenue, Norwood, MA 02062

The Skating Club of Boston will be complying with all federal, state, and local regulations and additional public health notices in place at the time of the Boston Open, including recommendations from U.S. Figure Skating. Those attending the 2020 Boston Open are responsible for reviewing and complying with all federal, state and local guidelines pertaining to travel in Massachusetts. [Click here to learn more at Mass.gov.](#)

Please do not come to the Skating Club of Boston if you suspect or are experiencing any of the published COVID-19 symptoms associated with infection. It will not do you or anyone else any good if the virus is easily introduced into the building. It could lead to you and everyone else not being able to skate.

SCHEDULE

The detailed schedule (competition and practice ice) will be posted on the 2020 Boston Open page on the U.S. Figure Skating Event Management System (EMS) page. Skaters, coaches and chaperones will have designated times for arrival for both competition and practice ice.

No individual will have access to the building without appropriate supervision. Volunteers will lead skaters to the appropriate locations in the building for off-ice warm-up, preparation hallway, access to ice and ultimately out of the building. Details of movements, in addition to chaperone policy, can be found below.

Sample Skater Schedule- available on EMS once practice and competition schedule is posted

My Schedule	
My Schedule Competition Schedule	
Fri 7/31	
11:30 AM – 12:00 PM	UPI
High (arrive at 11:05 am)	
Sheet 1	▼
12:50 PM – 12:55 PM	
Enter Building/Off Ice Warm Up - Juvenile Girls Jumps Challenge	
Other	▼
1:45 PM – 2:00 PM	
Juvenile Girls Jump Challenge	
Sheet 2	▼



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ADMISSION

- Pathways have been established within the facility to minimize footprint and socialization between user groups (skaters/coaches, officials, volunteers, chaperones, etc.).
- Skaters who miss arrival time will be escorted to appropriate area in accordance with their schedule and are not permitted to deviate from their assigned times (i.e. cannot warm-up if their scheduled warm-up time has past).
- **Face coverings are REQUIRED for all admitted persons including chaperones and skaters.**
 - Skaters are required to wear a face covering during all practice ice sessions, off-ice and on-ice warm-ups.
 - Skaters may remove their face coverings when taking the ice to compete their program, and must put their face covering back on as they step off the ice.
 - Each skater will be given a Ziplock bag with their name on it to hold their face covering while they are competing.
- **A temperature check and questionnaire are required upon entrance into the building for all skaters, coaches, chaperones, officials and volunteers.**
- **The questionnaire will be available online and will be sent out to all participants, officials, etc., prior to the event.**
- **Anyone traveling to the event from outside of Massachusetts is required to adhere to [state and local travel restrictions](#) and must be able to provide, upon request, proof of a negative test result for COVID-19, from a test administered on a sample taken no longer than 72 hours before arrival in Massachusetts.**
- Spectators are not permitted.
- All skaters are permitted ONE chaperone who must adhere to the following guidelines:
 - One chaperone per registered skater will be admitted for the skater's actual competition time (no access to practice rink). The chaperone must be over the age of 18 and an immediate family member as defined in U.S. Figure Skating's SafeSport Handbook.
 - Chaperones will be escorted in and out of the facility by a volunteer and brought to a designated seating area.
 - With the exception of water and special dietary needs due to a medical condition, no outside food/drink will be allowed.
 - Chaperones must arrive at the designated time. Access will not be permitted for any early/late persons - no exceptions.
 - Designated times can be viewed once the schedule is posted and will be labeled Chaperone Access.
 - In order to limit exposure, chaperone passes are non-transferable.



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REGISTRATION & CHECK IN

- Registration/ check-in and credential pick-up will be located in the Box Office vestibule, to the right of the main entrance of the facility.
- Only one skater and one parent/guardian, or one coach, is allowed at each ticket window at once. Please wait outside until a window is open before entering.
- Skaters will be required to check-in at the Box Office to receive their credential before entering the East Rink for practice ice.
- If the skater is entering the rink for **practice ice**, they must proceed to the East Rink entrance/ vestibule to have their temperature checked and enter the facility. Only one skater, and one parent/guardian will be allowed in the designated vestibule while the skater is being checked-in and having temperature taken. Once this is completed, the parent/guardian must exit the building.
- **Temperature checks (upon each entry) and online health questionnaire and waiver (once per day) will be required.**
- **Any individual with a body temperature of more than 100.3 degrees Fahrenheit will be denied access and Event Medical will be contacted to address next steps. Individuals will not be allowed in the facility for any reason and no refund will be provided.**
- No hard copies of music or planned program content will be accepted.
- Participants will only be admitted at approved time and access will not be permitted outside of times indicated on schedule.

SKATERS COMPETITION

- The **competition schedule** will be more detailed than a traditional nonqualifying competition and will include times for the following (for both practice and competition):
 1. Enter facility (skaters and chaperones will have different times)
 2. Enter and exit off-ice warm-up (and assigned location)
 3. Enter preparation hallway (in lieu of locker room)
 4. Skaters wait rink-side
 5. Enter ice for warm-up
 6. Event group complete
 7. Leave preparation hallway
 8. Leave facility
- Skaters entering the facility for **competition** must meet outside the main entrance of the facility 5 minutes before their 'Enter Facility' time. **They will get their temperature taken as they enter the building.**
- Skaters will not be permitted to enter the facility in advance of their scheduled time. Warm-up groups will be escorted to a designated warm-up area and move throughout the facility with an event volunteer.
- Skaters will meet their coaches at their assigned off-ice warm-up location.
- Each warm-up group will be led by a competition volunteer from the warm-up location of the preparation hallway and from the preparation hallway to ice entrance at a scheduled time.
- Skaters will only be permitted to have one coach rinkside for the duration of the event.



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- Skaters will take the ice for their warm-up (skaters will NOT remove their covering until they take the ice to compete. Coaches must wear a covering at all times).
- Skaters will exit the ice from the same door they entered, and return to their chair in the preparation hallway (except for the first and second skater in the group).
- Skaters will wait in the 'on-deck circle' when the skater before them is on the ice.
- After the performance is over, the skater will exit the competition arena and put their covering and guards on before returning to the preparation hallway.
- Skaters will remain in the preparation hallway until the group has concluded and will then meet their parents on the concourse level of the facility, before exiting, always escorted by a competition volunteer.
- **Face coverings are required at all times, other than when the skater is competing their program.**

SKATERS - PRACTICE ICE

- The number of skaters allowed per practice session will be limited to 15.
- Skaters entering the rink for **practice ice**, must obtain a credential (see Registration/ Check-in section) and proceed to the East Rink entrance/ vestibule to have their temperature checked and enter the facility.
- Skaters will have designated warm-up time and space and will not be allowed to enter the facility ahead of their scheduled time session.
- There will be no music played during practice ice.
- **Skaters are asked to practice only at The Skating Club of Boston facilities once they have left their home training site for the Boston Open, to reduce risk of exposure while at other area rinks.**
- **Face coverings are required at all times during practice ice.**

COACHES

- Coaches will be asked to wait in a designated space on the Performance Center Mezzanine in between skaters, for no longer than 30 minutes. If a coach has a break of longer than 30 minutes, we ask for them to leave the facility.
- **Coaches that leave the facility will have their temperature taken upon re-entry but will not be required to complete the health questionnaire and waiver more than once per day.**
- Only one coach per skater will be permitted to stand rinkside during competition and practice sessions.
- Coaches must stand in one of the designated coaching positions labeled in the practice arena.
- **Face coverings are required at all times.**



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CHAPERONES

- All skaters are permitted ONE chaperone who must adhere to the following guidelines:
 - One chaperone per registered skater will be admitted for the skater's actual competition time.
 - **Chaperones are not allowed in the facility for practice ice.**
 - The chaperone must be over the age of 18 and an immediate family member as defined in U.S. Figure Skating's SafeSport Handbook.
- The event schedule will indicate a designated time for chaperones (one per skater) to enter the facility for competition.
- Chaperones will meet at the door to the left of the main entrance (sign will be hung on the door) and wait for the event volunteer to enter the facility.
- **Prior to entry, each chaperone will have their temperature taken and must submit a health questionnaire and waiver. If possible, please complete the form prior to arrival.**
- Five minutes prior to the skater's warm-up group taking the ice, one chaperone per skater will be escorted to an assigned seating area on the Mezzanine and must remain 6ft. socially distanced and sit in marked seats.
- Chaperones will remain in the building for the complete event. Skaters will meet their chaperone on the Mezzanine at the chaperone viewing area, and then be escorted out of the arena.
- **Spectators will not be permitted during practice or competition.**
- **Face coverings are required at all times.**

VOLUNTEERS

- Prior to entry, each volunteer will have their temperature taken and must submit a health questionnaire and waiver (once per day). If possible, please complete the form prior to arrival.
- **Face coverings are required at all times.**

LIVE STREAMING

- The 2020 Boston Open will be livestreamed on the Vision Photo & Video page: <https://www.facebook.com/visionphotovideollc/>.
- Due to music copyright restrictions, there will be no sound during the livestream, however each skater will be emailed a digital download of their performance about two weeks following the competition.



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MEDICAL

- Medical staff will be on-site for the duration of the event to cover practice ice and competition.
- Designated rooms have been reserved for emergency medical treatment and if needed, isolation.
- **Prior to departure from your home state, all participants must review <https://www.mass.gov/info-details/covid-19-travel-order> to determine if you will need to have a COVID test and results in hand to register at the 2020 Boston Open.**
- **At this time, all visitors from a [high risk state](#) must complete the [Massachusetts Travel Form](#). Skaters may be asked to produce their negative test results from a sample obtained 72 hours or less prior to arrival in Massachusetts.**
- **If the skater is 10 and under, then testing is not required for the skater as long as parent is tested.**
- **Once a skater is 11 year old, they will need to be tested to fulfill Massachusetts state requirements.**
- **Many local testing centers in Massachusetts are requiring that you be a resident of the state and show proof of insurance, in order to be tested. It is highly recommended that residents from higher risk states obtain their negative test result prior to departing for the Boston Open.**

OFF-ICE WARM-UP & LOCKER ROOMS

- There will be two warm-up areas, one for competition and one for practice.
- All off-ice warm-up times are scheduled by the LOC and Chief Referee and each skater must be escorted to the appropriate location per the schedule.
- If a skater misses their arrival/off-ice warm-up, there will be no rescheduling.
- **Due to restrictions, locker rooms will not be available for practice ice or competition for this event.**
- Skaters are asked to come dressed for practice ice and competition.
- Chairs will be made available for skate tying and will be numbered (for competition, based on skate order).
- A compliant volunteer will serve as the preparation hallway monitor and will support volunteers in competition policies.
- All surfaces and touchpoints will be disinfected continuously throughout each day.

TEST CREDIT

- Skaters that meet the requirements for test credit may request their test credit packet on the Event Management System (EMS) with an electronic payment of a \$10.00 administrative fee.
- Requests must be submitted electronically prior to the end of the last event of the competition. Requests and/or payments will not be accepted at registration.
- Test credit packets will be sent electronically following the competition. Packets will not be mailed or given out by Accounting.



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CRITIQUES

- If the event and officials' schedule allows, critiques will be offered for International Judging System (IJS) well-balanced free skating events juvenile – senior, immediately upon the conclusion of the event.
- The location will be announced and the LOC may determine critiques will be done virtually.

RESULTS & AWARDS

- A live results link will be posted on the Event Website (www.scboston.org/boston-open) and shared on social media.
- The results will not be posted at the rink.
- Awards will be given for 1st, 2nd, 3rd and 4th place finishes for all contested events.
- Skaters should pick up their award at the exterior window of the Box Office.
- Medals will not be mailed after the event.

BUILDING ACCESS & LAYOUT

A detailed facility map will be provided electronically in advance of the event, and made available on the event website.

- Registration - Box Office
- Competitor/Coach Check-in and Temperature Check - Front Entry Doors
- Competition Warm-up - Outside in blocked off parking lot
- Preparation Hallway - Hallway between Performance Center and West Rink
- Competition Arena - Performance Center
- Chaperone Check-in and Temperature Check - Left Doors marked CHAPERONES
- Officials Check-in and Temperature Check - Right Doors marked OFFICIALS
- Practice Ice Check-in and Temperature Check - East Rink Vestibule
- Practice warm-up - East Rink Waiting Area/Outside
- Practice Arena - East Rink
- Coaches Waiting Area - Marion Proctor Gallery/ Front lobby
- Officials Hospitality - Club Lounge (Meals) and Club Library
- Volunteer Hospitality - Tommy McGinnis Multi-Purpose Room
- Medical Rooms - Performance Center First Aid room with overflow in Micheli Center

PARKING

- OFFICIALS - North entrance, perpendicular to facility entrance (park in front of building)
- PARTICIPANTS, CHAPERONES, COACHES – West side parking lot (1st entrance coming from Rt. 1, 2nd entrance coming from 95)
- STAFF, VOLUNTEERS – Park at 720 University Avenue (to the east of the building) and walk across parking lot to the facility



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CLEANING PROTOCOLS

LOC will work with the facility team to ensure proper sanitization of all touchpoints by skaters, coaches, officials, etc. Volunteers will be equipped with proper sanitization supplies to clean small surfaces.

EVENT HOTELS

Courtyard Marriott – Westwood/Dedham

64 University Ave
Westwood, MA 02090

[Click here for special rates](#)

Booking Deadline: September 14, 2020

Hampton Inn – Boston/Norwood

434 Providence Highway Rt. 1
Norwood, MA 02062

[Click here for special rates](#)

[Click here to view hotel information](#)

Residence Inn – Boston Norwood/Canton

275 Norwood Park S.
Norwood, MA 02062

[Click here for special rates](#)

Booking Deadline: September 11, 2020

CONTACT INFORMATION

Director, Events and Programs: Leslie Graham, events@scboston.org

Manager, Events and Seminars: Kelly Flaherty, events@scboston.org

Chief Referee: Alexander Enzmann, xander@mitre.org

Chief Medical Officer: Ellen Geminiani, MD

Medical Coordinator: Brian FitzGerald, BSN, LAT, ATC