



DETROIT METRO  
SKATING COUNCIL

## 2021 LAURA MAKI MICHIGAN HIGH SCHOOL FIGURE SKATING CHAMPIONSHIPS

Individual Events: Saturday, March 27, 2021

Team Events: Sunday, March 28, 2021

Dearborn Ice Skating Center  
14900 Ford Road, Dearborn, MI 48126 – 313-943-4098

### OPERATIONS & SAFETY PLAN

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Chair: Marjorie Banner, [mihighschoolskating@gmail.com](mailto:mihighschoolskating@gmail.com), 248-207-0765

Host Team: Rochester United

Chief Referee: Don Korte

Website: [www.sk8stuff.com](http://www.sk8stuff.com)

## OVERALL EVENT:

- Waivers (participants, coaches, chaperones/guests) must be signed before participating in the events.
- Health screenings must be provided to host team/rink upon entering the rink. Temperature will be checked and screening administered at the individual and team events.
- **Masks must be worn by everyone in the rink at all times.**
- **Social distancing must be observed at all times.**
- Two (2) chaperones/guests per registered athlete will be admitted for the athlete's actual competition time up to a total capacity of 250 (per Michigan Health & Human Services guidelines).
- All participants, including coaches, athletes, chaperones/guests must register with host team upon entering rink.
- Skate orders and results will be posted online at: [www.sk8stuff.com](http://www.sk8stuff.com).
- Medals and trophies will be per scheduled award time. Medals and trophies will be given to individuals (Saturday only) and coaches (Sunday only) via phone contact (248-679-6270) providing **name and event #**, and will be handed out at award pick-up location. Do NOT try to leave a message, just keep calling until an awards person answers.
- Locker rooms are for "warm-up" only and limited by size to 8 athletes/room. Skaters should come dressed and ready to skate.

## SCHEDULE:

TBD AND WILL BE AVAILABLE AT: [WWW.SK8STUFF.COM](http://WWW.SK8STUFF.COM)

Athletes and coaches will have designated times for arrival for both individual and team events. No individual will have access to the building without appropriate supervision. Ushers will lead athletes to the appropriate locations for off-ice warm-up, access to the ice, and out of the building.

- **At all times social distancing must be practiced and masks must be worn.**
- Warm-up will be limited to 20 minutes in assigned locker-rooms, with limited numbers, depending on the size of the locker rooms (usually 8 persons/locker room).
- Once warm-up is complete, skaters will be ushered to the event staging area where skates will be put on.
- After prior group is finished skating and has exited the rink, chaperones will then exit.
- Current event group will then enter the ice for their warm-up.
- Skaters will enter the ice based on their skating order at the designed ingress onto the ice.
- Chairs will be available for skaters to sit on while the group is skating.
- Once an athlete is done skating, he/she will be required to stay with the group until everyone is done. Skates should be removed at that time.
- Once the entire group is done, the group will be ushered out of the building. (Ushers, who will gather skate guards and cover-ups as skaters enter the ice for their event, will carry skate guard and sweaters with them to the exit ice area).

## BUILDING ACCESS AND LAYOUT:

- Pathways have been established within the building to minimize footprint and socialization between groups. Participants will not be permitted access to the building until their designated time per the detailed schedule. Athletes who miss their arrival time will be escorted to the appropriate area in accordance with their schedule and cannot "redo" warm-up. Detailed layouts and pathways are shown for athletes, chaperones, coaches and officials under their respective sub-headings.

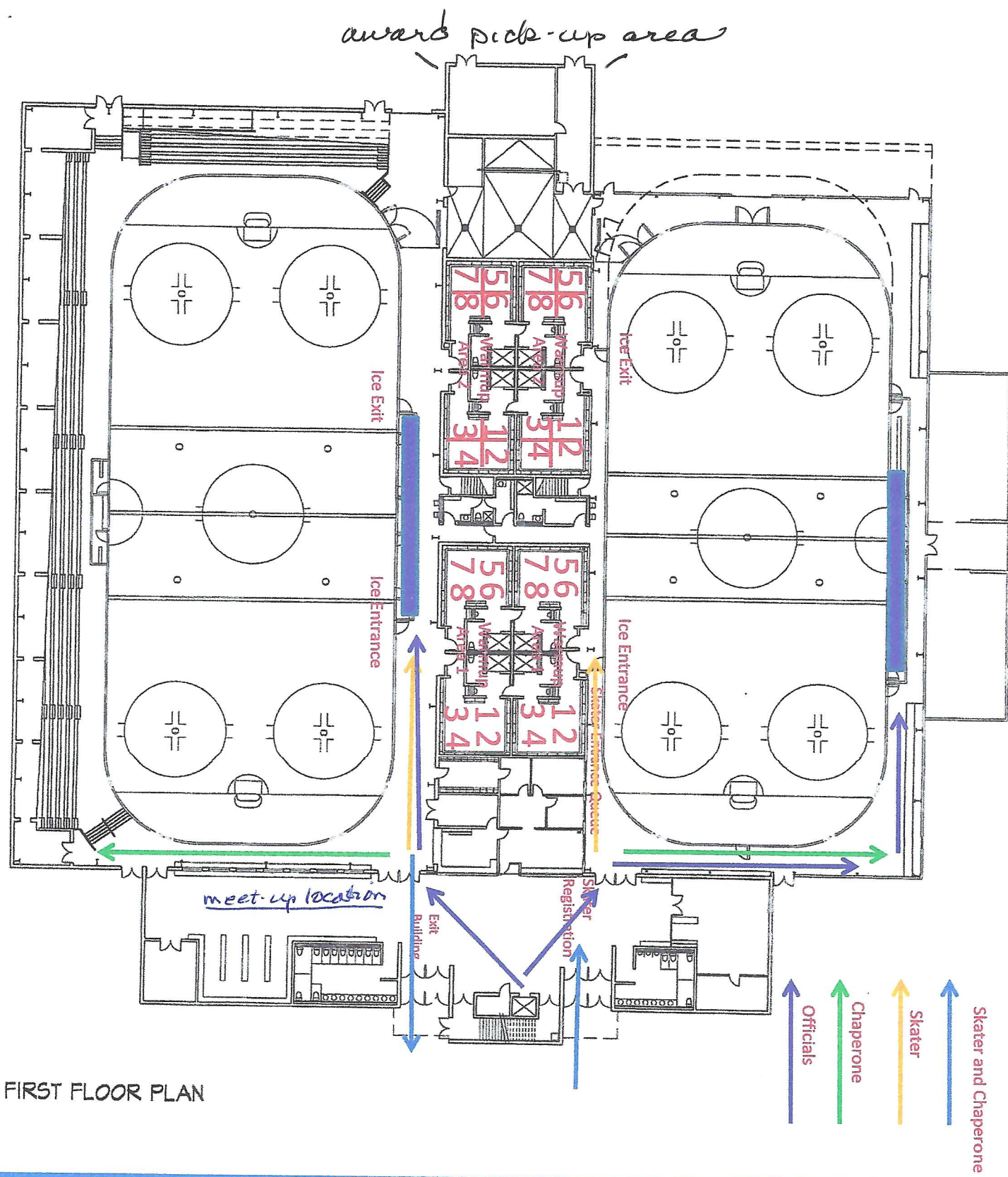
## ATHLETES (March 27, 2021, Individual Competition):

- Temperature will be checked and screening will be administered.
- **Masks must always be worn, including during the skating event.**
- Athletes should come dressed for their event.

- All music should be uploaded. No CDs. In order to upload music, each participant **MUST HAVE A GOOGLE ACCOUNT**. Athletes must email their google account number to: [mihighschoolskating@gmail.com](mailto:mihighschoolskating@gmail.com) and they will receive an email form to complete for uploading purposes.
- Athletes may only bring what they can carry, as they must take their items with them as they move from station to station in the rink.
- Chaperones/guests will be diverted away from the athlete flow into designated seating areas within the arena.
- Ushers will escort each group of athletes to the area designated for warm-up, through and until skaters exit the arena.
- Warm-up times will be 20 minutes. Athletes should put on their skates five (5) minutes before going to the event staging area.
- After prior group is finished, the current event group will then enter the ice for their warm-up.
- Athletes will enter and exit the ice through designated gates that will be clearly signed.
- Chairs will be available to sit on while their group is skating.
- Once an athlete has completed his/her program for the event, he/she must remove their skates, gather their belongings, and exit the rink side to the concourse.
- Results will be posted online ([www.sk8stuff.com](http://www.sk8stuff.com)) approximately 45 minutes after the event is complete. Awards can be picked up by the athlete (coach or chaperone) at the designed "award pick-up location" by calling 248-679-6270 (do not leave a message, just keep calling until an awards person answers) and providing the individual skater **name and event number**.
- Award pick-ups will be scheduled for approximately one (1) hour after the event is complete.
- Athletes and chaperones/guests must leave the facility after their event is complete and awards may be picked-up via phone notification.
- Chaperones/guests are not permitted in the awards area and must wait in the chaperone/guests "meet-up zone".

**EVENT FLOW: SATURDAY, MARCH 27, INDIVIDUAL CHAMPIONSHIPS: (see attached flow map)**





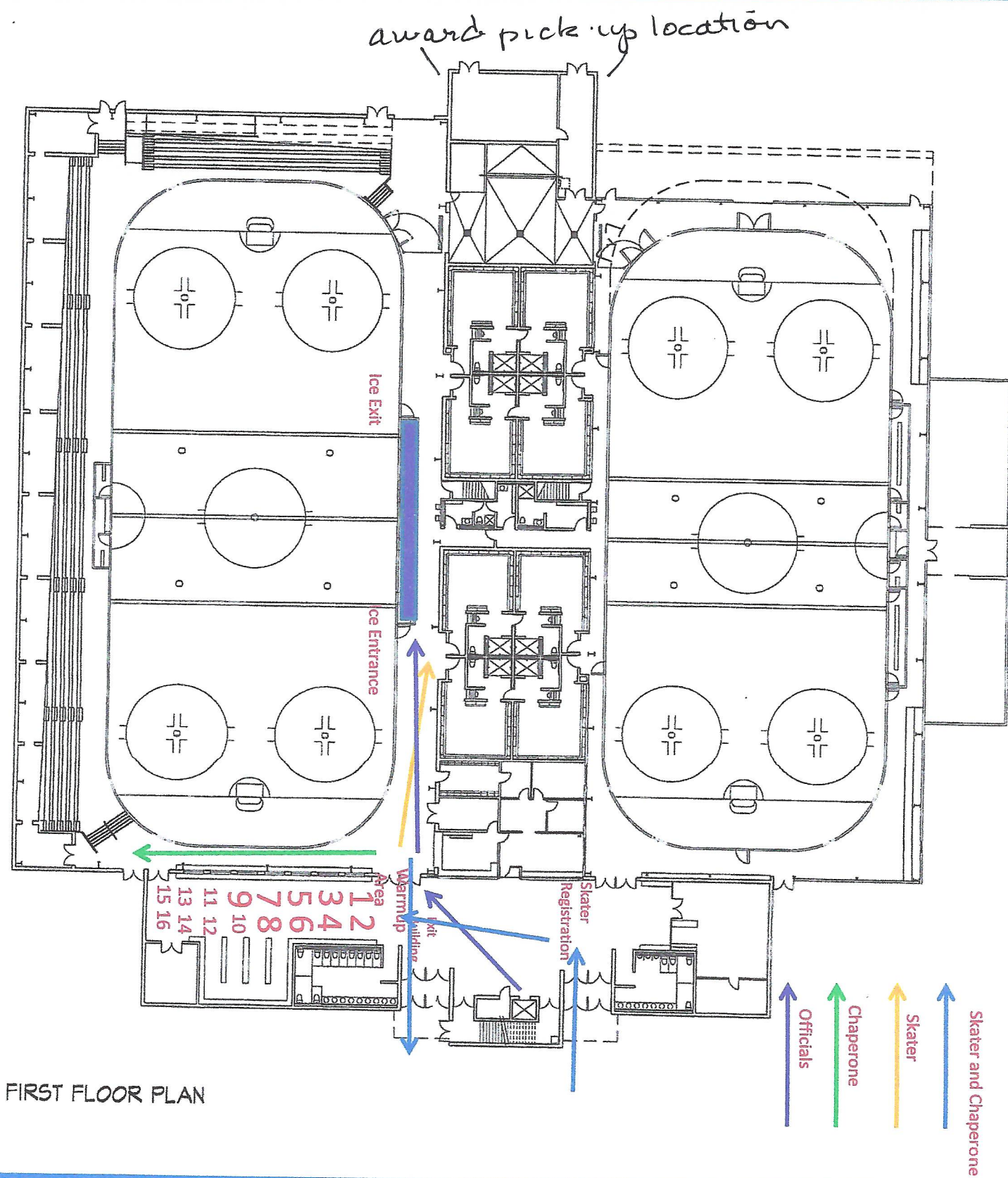
FIRST FLOOR PLAN



#### TEAM CHAMPIONSHIPS, SUNDAY, MARCH 28, 2021:

- Temperature will be checked and screening will be administered.
- Masks must always be worn, including while performing events.
- Athletes should come dressed for their event.
- Athletes may only bring what they can carry, as they must bring their items with them as they move from station to station in the rink.
- Team coach/manager may collect team credentials from registration 45 minutes before their event.
- Chaperones/guests will be diverted away from the athlete flow into designated seating areas in the arena.
- Ushers will escort each group of athletes to the area designated for off-ice warm-up. Warm-up areas (lockers rooms) are limited in capacity and assigned locker rooms will depend on size of the team).
- 30 minutes is allocated for off-ice warm-up and putting skates on.
- After prior group is finished, the current event group will then enter the ice for their warm-up.
- Athletes will enter and exit the ice through designated doors that will be clearly signed.
- Athletes must position themselves six-feet (6') apart around the edge of the ice during the event.
- Once a team has completed its events, skaters must remove their skates, gather their belongings, and exit the rink side to the concourse. At all times, ushers will accompany teams through the stations.
- Results will be posted online approximately 45 minutes after the event is complete.
- Athletes, coaches, chaperones/guests must leave the facility until online results are live ([www.sk8stuff.com](http://www.sk8stuff.com)). Awards will be handed out to the coach/manager only, via telephone communication (248-679-6270 – do not leave a message, just keep calling until awards person answers) with **team name and event #** from the award pick-up location.
- Chaperones/guests and athletes are not permitted in the awards area. Chaperones/guests shall meet in the “meet-up zone”.

#### EVENT FLOW FOR TEAM CHAMPIONSHIPS, MARCH 28, 2021: (see attached map)



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## CHAPERONES:

- Temperature will be checked and screening will be administered daily.
- Masks must always be worn in the rink facility.
- Two (2) chaperones/guests per registered athlete will be admitted for the athlete's actual competition time. The chaperone must be over the age of 18 and an immediate family member as defined in USFS'S SafeSport Handbook.
- Chaperones/guests will be diverted to arena seating immediately after entering the rink.
- Arena seating will be available in designated sections only and rotated for sanitation purposes.
- Once the athlete has skated his/her program, chaperone/guests must leave the seating area and meet their athletes in the concourse in the "chaperone/guests meet-up zone" and leave the facility. **ATHLETES WILL NOT BE ALLOWED IN THE STANDS/ARENA SEATING.**
- Athletes, chaperones/guests must leave the facility after their event.
- Results will be posted online approximately 45 minutes after the event is complete at [www.sk8stuff.com](http://www.sk8stuff.com).
- Individual medals (awarded Saturday) may be collected by the coach, chaperone or individual via phone communication (248-679-6270) with **name and event number** and collected at the award pick-up location. Team medals may be collected by the coach/manager (Sunday) via telephone communication (248-679-6270 – DO NOT leave a message, just keep calling until the awards person answers) with team name and event number at the award pick-up location.
- Chaperones/guests are not permitted in the awards area and must wait in the "chaperone/guest meet-up zone".

## CHAPERONE/GUEST FLOW: (see attached map)

- Chaperones/guests will utilize half of the bleacher seating only. Judging officials will use designed platform area seating where chaperones/guests are not allowed to sit.
- Number of chaperones/guests are limited to two/registered athlete up to a total rink capacity of 250 (per Michigan Health and Human Services guidelines) and shall be ushered to their seats as the event on-ice warm-up starts.
- Once the event segment is completed, the chaperones/guests will be ushered out of the building.





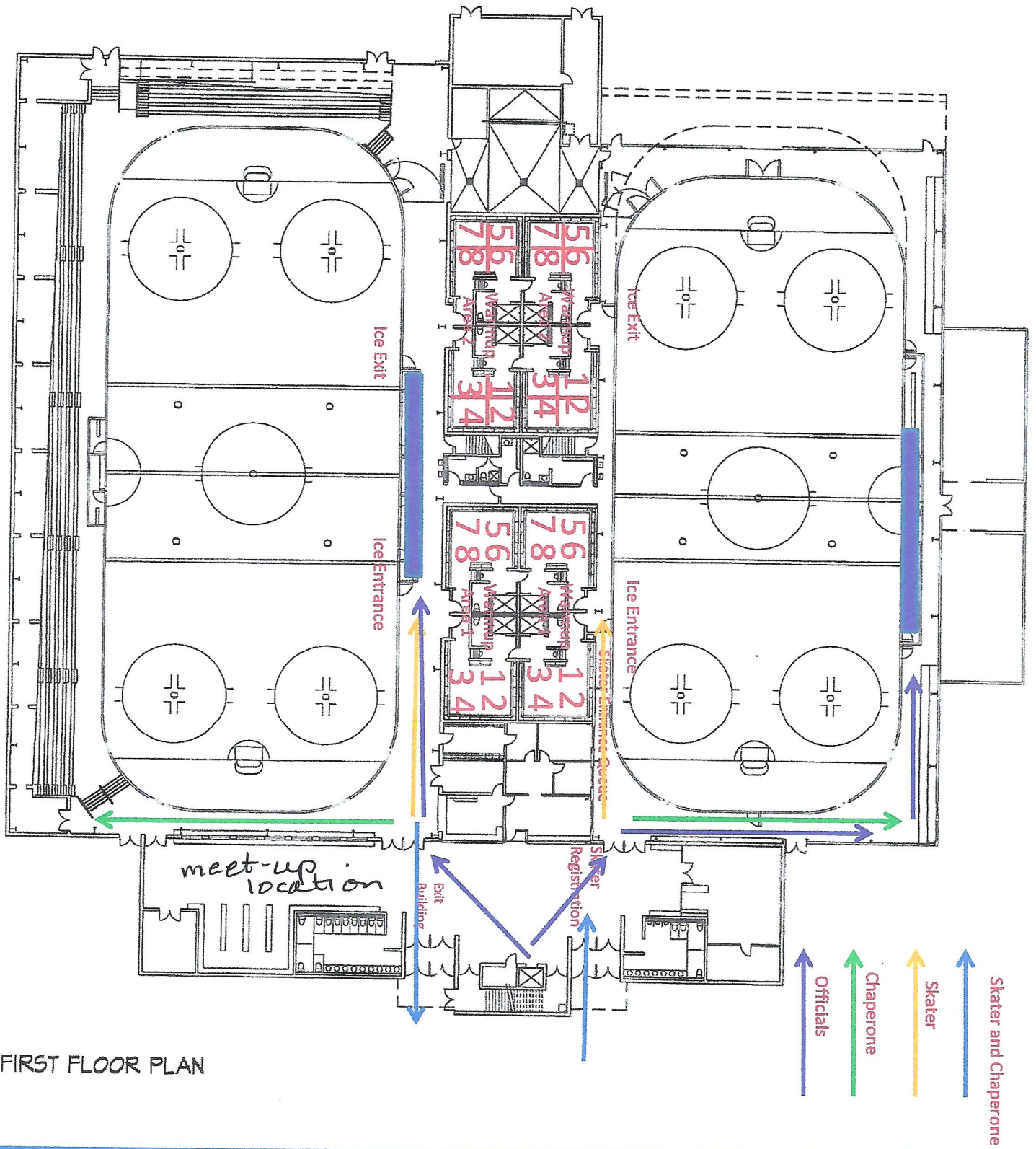
## COACHES:

- Temperature will be checked and health screening will be administered daily.
- Masks must always be worn while in the rink facility and safe social distancing must be practiced.
- There will be no coaches' hospitality due to COVID restrictions.
- Coaches cannot stay in the building between events, unless they have another skater/team already in the building.
- Two (2) coaches and/or managers (total) will be allowed per skater/team in the building.
- Ice monitors will assign coaches a location to coach from during event warm-up. Use that location only.
- Remote coaching via a communication device: a coach may communicate with a skater during the event,, as long as all SafeSport criteria and competition policies are met, including:
  - The skater's personal phone may not be used for communications.
  - The phone may not be brought on the ice or propped up so that it could fall on the ice.
  - Two-deep leadership must be adhered to while the communications are taking place. Event volunteers will not be able to fulfill that role.
  - Parents and others skaters are not allowed rink-side during the events. Two-deep leadership for such times would need to be fulfilled by another credentialed PSA compliant coach with appropriate access.
  - There are no exceptions to these policies and violations may be reported to PSA and SafeSport.
- Results will be posted online approximately 45 minutes after the event is complete ([www.sk8stuff.com](http://www.sk8stuff.com))
- Award pick-up will be approximately one (1) hour after the event is complete.
- Coaches are not permitted in the awards area. Awards may be picked up at the award pick-up location when posting is completed on [www.sk8stuff.com](http://www.sk8stuff.com), by calling 248-679-6270 (do NOT try and leave a message), and providing **team name and event number**.
- Only coaches/managers may pick up TEAM awards on Sunday, March 28, via phone (248-679-6270) at the designated awards pick-up location.

**EVENT FLOW COACHES:** (see attached map)



award pick-up location



FIRST FLOOR PLAN



## OFFICIALS:

- Temperature will be checked and health screening administered daily.
- **Masks must always be worn while in the rink facility and appropriate social distancing adhered to.**
- Snacks and meals will be available from officials' hospitality, located in the upstairs concourse.
- Face shield will be provided for officials to use (optional). Masks must still be worn under a face shield.
- Hospitality items can only be consumed in the designated upstairs concourse.
- Officials should bring their own clipboards, pencils and reusable beverage containers.

## EVENT FLOW OFFICIALS: (see attached map)

## AWARDS:

- Chaperones/guests, coaches, skaters are not allowed in the awards area.
- Awards for the individual competition on Saturday, March 27, 2021, will not be given out until results are live online ([www.sk8stuff.com](http://www.sk8stuff.com)).
- Awards for the individual competition will be scheduled for approximately one (1) hour after each event is complete.
- Athletes or chaperones may collect the individual awards on Saturday by calling 248-679-6270, provide the skater's name and event number and collect at the award pick-up location at the back door of the arena (as noted on flow maps). **DO NOT TRY TO LEAVE A MESSAGE.**
- Coaches and/or managers **ONLY** may pick up team awards on Sunday, March 28, 2021, via phone (248-679-6270) with the team name and event number, at the designated award's pick-up area at the back of the arena, after results have been posted online ([www.sk8stuff.com](http://www.sk8stuff.com)). **DO NOT TRY AND LEAVE A MESSAGE.**
- Medals will be awarded for 1<sup>st</sup> - 3<sup>rd</sup> place.
- No pictures will be taken inside the rink facility.

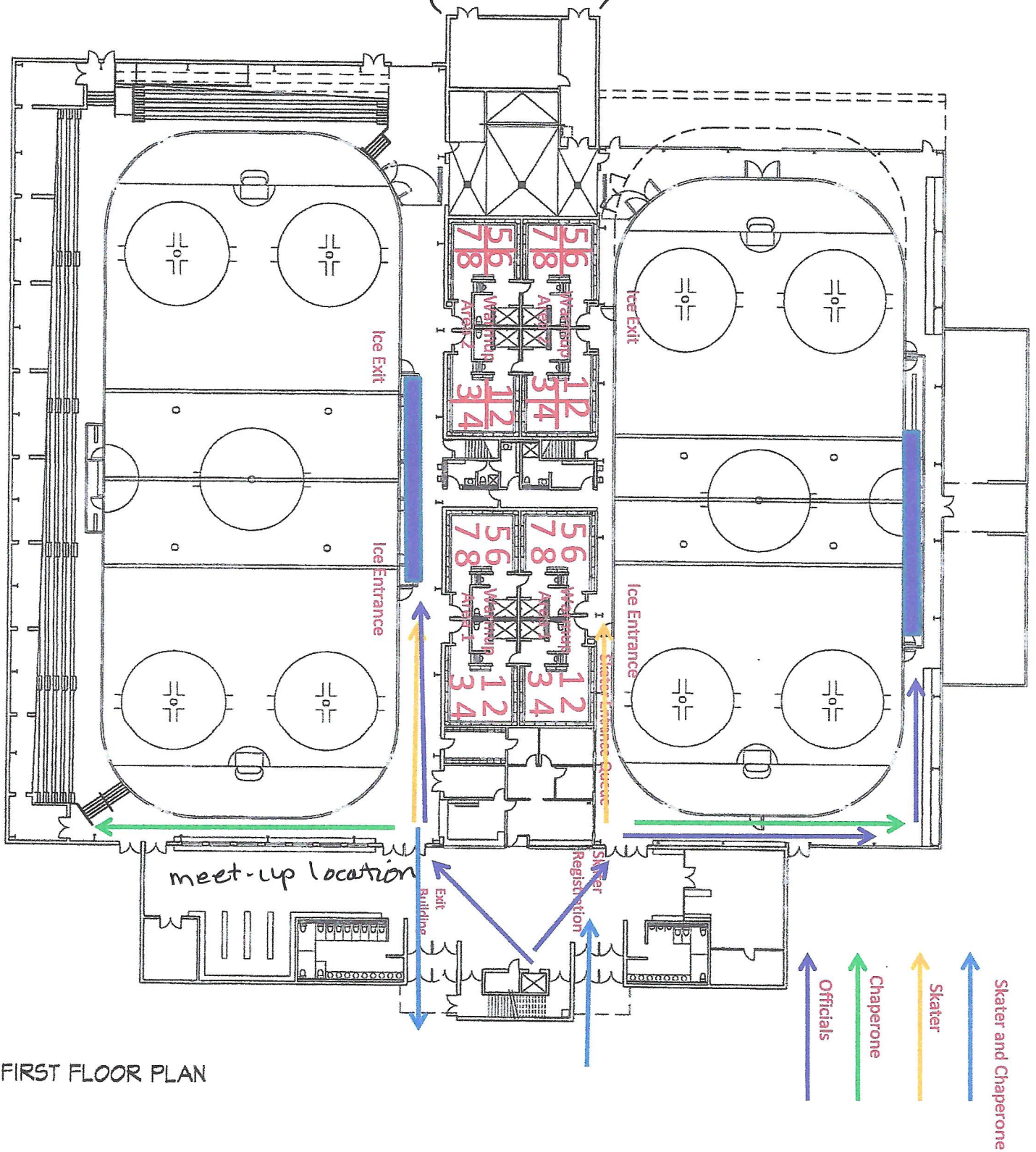
## DISINFECTING PROCESS:

- Warm-up areas will be disinfected after each pod has exited by using hand-held foggers.
- After each event segment, chairs and areas that have been touched by skaters/coaches will be disinfected.
- Bleacher sections used for chaperones will be disinfected per Zamboni rotation schedule.
- Officials staging area will be disinfected when each official panel changes.

## COVID CONSIDERATIONS:

- Participants, including volunteers, officials, skaters, chaperones/guests, rink employees, must not be exposed to known positive Covid-19 individuals and must wear proper droplet plus universal precautions (gloves, gown, mask, and shield).
- Participants must not have a cluster of the CDC signs/symptoms of Covid-19
- Temperature must not exceed 100.4 degrees.
- Any individuals unable to pass temperature screen will not be permitted to enter the rink. In the event a temperature screen fails:
  - **Athletes & Coaches:** Will be informed to wait outside and medical assistance/assessment will be processed according to arena and health screening protocols.
  - **Volunteers & Chaperones/Guests:** Will be informed to leave the facility. Medical re-check is not required. Screeners will notify registration if a volunteer has been denied access so they can begin to find a replacement.

award pick-up location



FIRST FLOOR PLAN

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- **Officials:** Will be informed to wait outside for medical assistance/assessment and will be processed according to arena and health screening protocols. The chief referee will be notified if the official withdraws.
- Social distancing of all persons in the building must be adhered to. It will be demonstrated by social distancing of registration tables, social distancing of officials panels, designed ready areas that are clearly marked for individual skaters and teams, designated coaching slots for coaches/coaching teams rink-side during warm-ups.
- Easy access/availability of hand sanitizer throughout the rink facility.

**VOLUNTEER ASSIGNMENTS:** (see attached list)



<u>Position</u>	<u>Description</u>	<u># of Volunteers per shift</u>	<u>Work Areas</u>	<u>Who can Work</u>
<b>OUTSIDE GREETER</b>	Meet people as they walk up. Make sure they are coming at the correct skating time and then line them up	2	People working this area should support skaters only	Adults
<b>ARENA CHECK-IN</b>	Arena check-in requires turning in skating forms and a temperature check. As coaches may need to enter multiple times, the arena and/or host team needs to give coaches a sticker allowing multiple entries (that day) without additional forms.	2	People working this area should work supporting skaters only	Adult
<b>COMPETITION CHECK-IN DESK</b>	Check in skater and coaches. Provide coaching credentials (with lanyard) Direct skater and coaches to waiting line and the 6' spacing marks.	2	People working this area should work supporting skaters only	Adult, but second could be a teen
<b>GROUP ESCORT (USHER)</b>	Move each group of skaters from the waiting line to the warm-up area, and then to the ice side waiting area. Instruct skaters when to put skates on. Instruct skating parent(s) to go to bleachers at the correct event time with skaters shoes and coats.	2	People working this area should work supporting skaters only	Adult
<b>WARM-UP &amp; ICE MONITOR AREA CLEANER</b>	Clean chairs in warm-up area between groups. Clean chairs in Ice Monitor area between groups.	1	People working this area should work supporting skaters only	Teen or Adult
<b>ICE MONITOR</b>	Control skaters and coaches around the skater entrance to the ice. Let skaters on for the warm-up and then off when warm-up is	1	People working this area should work supporting skaters	Adult

over. Direct skaters onto the ice for each skate. Remind skaters of where they exit the ice after their event

only

## SKATER CONTAINER RUNNER

Take container with skaters' skate guards, jacket, etc. from the ice entrance to the ice exit. When the current group is done return all empty containers to the ice entry area for the next group(s).

2

People working this area should work supporting skaters only

Teen or Adult

## CLEAN BLEACHERS

Clean bleachers between group.

1

People working this area should work supporting skaters only

Teen or Adult

## SKATER EXIT

Let/direct skaters off the ice after their event. Give them their container with skate guards, jackets, etc. and show them where to sit until their parent/chaperone comes and then which door they must exit the rink.

1

People working this area should work supporting skaters only

Adult

## AWARDS

Wait for results to be posted online. Award winners (places 1st-3rd) may call 000-000-0000 to collect their awards from the award pick-up location. Skaters must provide name and event # to collect individual awards on Saturday. Team awards on Sunday may be collected by the coach/manager ONLY via the same process. ONLINE WEBSITE:

[WWW.SK8STUFF.COM](http://WWW.SK8STUFF.COM)

2

People working this area should work supporting skaters only

Adult

## JUDGES PAPER RUNNERS

Retrieve papers from the judges' platform and give to referee. Then take full set of

2

People working this area should work

Teen or Adult

locations supporting  
judges only

papers from the referee to the accounting room. Once the accounting is completed, take papers to the referee for signature, return one copy to accounting and the second to person posting to the internet.

#### JUDGES' PLAT FORM CLEANING

Wipe down judge's panel each time panel changes.

1

People working this  
area should work  
locations supporting  
judges only

Teen or  
Adult

#### INTERNET POSTING

Receive results from runners and send to Don Korte, who will post results online at [www.sk8stuff.com](http://www.sk8stuff.com).

1

People working this  
area should work  
locations supporting  
judges only

Adult

#### JUDGES' ROOM

Support judges in any manner they need. Places snacks/lunches out during the course of the day.

1

People working this  
area should work  
locations supporting  
judges only

Adult

#### JUDGES' CHECK-IN

Check judges' temperatures and collect their health screening survey forms. All performed at the officials' entrance at back of the rink.

1

People working this  
area should work  
locations supporting  
judges only

1



**SELF-HEALTH SCREENING FOR ALL PARTICIPANTS (INDIVIDUAL AND TEAM):**

All persons checking in during the state championships must have their temperatures taken and truthfully answer no to the following questions (similar to a hospital or doctor's office):

- Do you have a temperature of 100.4 degrees (or more)?
- Have you been diagnosed with COVID-19 or shown symptoms of COVID-19 in the past 14 days
- Have you knowingly been exposed to anyone who might have COVID-19 in the last 14 days?
- Have you had fever or chills?
- Do you have shortness of breath or difficulty breathing?
- Fatigue?
- Muscle or body aches?
- Headaches?
- New Loss of taste or smell?
- Sore throat?
- Congestion or runny nose?
- Nausea or vomiting?
- Diarrhea?
- Have you traveled out-of-state or internationally in the last 14 days?