



LHSA “RETURN TO PLAY” GUIDELINES COACH’S CHECKLIST

This document serves as a sample checklist that coaches should utilize as a guide prior to their sessions according to *LHSA COVID-19 Protocol*.

BEFORE YOUR FIRST TRAINING SESSION

- ✓ **Draft an email to parents (see ‘Exhibit A’ for a sample).**
- ✓ **Announce that your team will begin training and include the following information:**
 - Time and Location
 - Equipment (e.g. soccer ball, water bottle, shin guards, hand sanitizer/wipes, face covering, gloves, one light shirt/one dark shirt in lieu of scrimmage vests).
 - Expectations for the session (i.e. physical distancing, parent and player responsibilities under the “Return to Play” guidelines)
- ✓ **Taking attendance for the session.**

It will be important for tracking purposes to know how many players will be attending the session. This will provide insight for planning and logistics. It is recommended to keep a list of the expected attendees.
- ✓ **Share the NJYS “Return to Play” Infographic.**
- ✓ **Schedule a virtual meeting prior to the first session.**

This meeting can be used to detail the “Return to Play” guidelines and address concerns from parents and players. It can also be used to discuss standard operating procedures and expectations of players, parents and coaches.
- ✓ **Understand that there may be parents/guardians who may not be ready to have their child “Return to Play” at this time.**

BEFORE YOUR VIRTUAL MEETING

- ✓ **Review the “Return to Play” Guidelines.**

Be prepared to answer questions that may arise during your meeting.
- ✓ **Send the applicable meeting information (e.g. links or dial-in number).**

DURING YOUR VIRTUAL MEETING

- ✓ **Address the Parent and Player Responsibilities with the “Return to Play” Guidelines.**
- ✓ **Address your responsibilities as a Coach.**
- ✓ **Display a layout of the session, highlighting the intentional set-up of the ‘physically distanced’ equipment area.**



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PRIOR TO ARRIVING AT THE SESSION LOCATION

- ✓ **Secure the proper health and safety materials.**
Before leaving the house, it is recommended to have the following items:
 - Disposable Gloves
 - Face Covering(s)
 - Disinfecting Wipes or Spray (used to sanitize equipment)
 - Tissues
 - Plastic/Trash Bag to Dispose of Used Materials
- ✓ **Sanitize the soccer equipment prior to arriving to the session.**
- ✓ **Select, read, and understand the age appropriate training session plan that you are going to use (See NJYS RTP Activities).**

COACH ARRIVING TO THE SESSION: SET-UP

- ✓ **Set-up the training grid(s) for players**
When setting up the grid(s), establish the recommended physical distancing guidelines between each grid. Ensure there is at least six feet of the physical distance between players at all times,
- ✓ **Prepare to assign and direct players to their respective grid.**
- ✓ **Understand some parents/guardians may require their child to wear a face covering.**
If so, it should be a face covering that attaches around the ears so as not to cause any injury if accidentally tugged or pulled on. No around the head or neck face coverings permitted during play.



PLAYERS ARRIVING TO PRACTICE

- ✓ **Players remain in the car until the coach provides the “OK.”**
Players should arrive no earlier than 10 minutes prior to the start of the training session. If they arrive any earlier, they must stay in the car with the parent the coach signals “OK.”
- ✓ **Track attendance, taking of temperatures at the field and inquire how the player is feeling upon their arrival to the session.**
If the player tells you that he/she is not feeling well, send the player home. When tracking attendance, it is recommended to keep a list of each attendee, his/her group and training grid location.
- ✓ **Refrain from handshakes, high 5’s, fist or elbow bumps as means of greeting.**
It is recommended that no physical greetings between player and coach, or player and player occur.



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COACH’S CHECKLIST

DURING PRACTICE

- ✓ **Take frequent (i.e. 2-3 breaks) to allow for proper hygiene and sanitization.**
- ✓ **The coach is the only person who can touch equipment.**
If you are retrieving a soccer ball for a player, be mindful to use your feet to kick it back. *It is not recommended to use your hands.* Should you use your hands, it is recommended that you sanitize it before returning the ball to the player.
- ✓ **Continue to wear face covering for the duration of a session.**
Reminder: In the event a coach has to touch a player due to injury, change your gloves. Place the discarded gloves in a trash/plastic bag for disposal after practice.
- ✓ **Continue to maintain proper physical distancing from players and other coaches.**
- ✓ **Refrain from using scrimmage vests.**
It is recommended that players bring their own dark and light shirt.
- ✓ **Ensure and monitor that players do not share equipment, drink, or snacks (e.g. water bottles, t-shirts, or other personal equipment) with other players. A reminder, all players need to stay in their designated area for breaks.**

PRACTICE DISMISSAL

- ✓ **Utilize positive coaching techniques, praising players at the conclusion of the session.**
- ✓ **Dismiss players individually to adhere to recommended physical distancing guidelines.**
Remind players to wear the appropriate PPE (e.g. face coverings) while leaving the session.
- ✓ **Remind players to sanitize their own equipment as soon as possible.**
- ✓ **Ensure that each player is picked up by his/her respective parent/guardian.**
- ✓ **Collect the equipment used for the session.**
- ✓ **Coach is recommended to be the last person to leave the practice area.**

POST PRACTICE

- ✓ **Sanitize all equipment and launder all clothing used during the session.**
- ✓ **Save the tracking list after each session for tracking purposes**



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- ✓ **Communicate with parents. Address any concerns parents may have and remind them to sanitize all clothing and equipment.**
Request that you are alerted if any players may have been in contact with or contracted COVID-19.

EXHIBIT A - SAMPLE E-MAIL TEMPLATE TO PARENTS/GUARDIANS

Parents:

I hope that you and your family are well. I look forward to the phased “Return to Play” after a lengthy pause in club activities due to COVID-19. Our organization continues to monitor information from New Jersey Youth Soccer and the office of the Governor of the State of New Jersey relating to the re-start of youth sports programs. This occurred on June 22nd.

The Centers for Disease Control continues to update information relating to reducing the risk of spread and our intention is to exercise these precautions within the coming days. Details relating to responsibilities for the club, parents, coaches, and players continue to be forthcoming. We will continue to collaborate with all involved for a successful implementation of a safe return.

Please complete the attached survey at your earliest convenience. This will offer r us the opportunity to better understand and more effectively serve the players and families during these phases of return to play. Please do not hesitate to contact me if you have any questions or feedback.

Regards,

Coach [Insert name here]

ADDITIONAL RESOURCES

[Center for Disease Control - Coronavirus Disease 2019](#)

[CDC Considerations for Youth Sports:](#)

[CDC Guide to Mass Gatherings](#)

[EPA Recommended Disinfectants](#)

[WHO Handwashing Video](#)

[FIFA COVID-19 Resources](#)

[US Soccer Play On](#)

[US Soccer Recognize to Recover - COVID 19 and Mental Health](#)

[US Youth Soccer Return to Activity Notice](#)

[Aspen Institute - Coronavirus and Youth Sports](#)

[CDC COPING WITH STRESS](#)

[NJ Department of Health](#)