



Indoor Events Standard Health Protocols

COVID-19 is spread from person to person through contact that is close enough to share droplets generated by coughing, sneezing, speaking, and even just breathing. COVID-19 can also be spread by touching objects where contaminated droplets have landed. Because of this easy manner of transmission, an infant, child or young person who is infected with COVID-19 can spread the infection to others they come in close contact with, such as members of their household, teachers, or other caregivers. We have learned that infected persons with mild or even no symptoms can spread COVID-19.

These facts are vitally important when considering youth engagement in sporting or other group activities.

While certain precautions against the spread of COVID-19 can and will be applied to youth group activities, the infection control measures that can be put in place in these settings will differ from those that are suitable for other social, business and commercial settings. The Centers for Disease Control and Prevention (CDC) has outlined guidelines for the [Considerations for Youth Sports](#) involving risk assessment and maintaining healthy operations.

Youth may operate in group activities, including sports, in Oklahoma. The Oklahoma State Department of Health (OSDH) is providing guidance for safely attending and participating in indoor events and activities.

Every adult who is responsible for providing care for youth in these settings must be aware of these facts and be willing to comply with the infection control measures that will be in place in these settings. Parents should monitor the health of their children and not send them to participate in activities if they exhibit any symptoms of COVID-19. If so, they should seek COVID-19 testing promptly and isolate until the test result returns. Given the implications for other children, families, and staff, parents should report results to the school or activities director. Individuals aged 65 or older are at a higher risk of COVID-19. Parents should protect any vulnerable persons who are members of the same household or come into frequent, close contact with individuals who participate in group activities.

Health protocols:

- Limit indoor facilities to 25% capacity, so long as people can stay 6 feet apart from each other.
- Groups participating in organized recreation against one another, and as a result, experiencing greater contact, should limit the number of total participants, including students, teachers, coaches or other adult supervisors (ten or fewer would be preferred).
- Pre-sale tickets (limited) are encouraged to allow time to create assigned seating arrangements. Use a reservation system or use pre-existing electronic capacity monitoring systems if feasible.
- Maximize ventilation by using fans and opening windows, wherever possible.
- When not competing or performing, all employees, athletes, and attendees should wear a face covering (over the nose and mouth) wherever it is not feasible to maintain six feet of social distancing from another individual not in the same household.
- Anyone who has been in close contact (generally within 6 feet for at least 15 minutes, depending on level of exposure) with a person suspected or confirmed to have COVID-19 should not participate in, or attend the event. They should self-quarantine and avoid returning to school, work, or having contact with non-household persons for 14 days after last exposure.



- Isolate staff and participants exhibiting new or worsening signs or symptoms suggestive of a possible COVID-19 infection and contact the local health department.
- Minimize shared equipment. Do not allow youth to share towels, clothing, musical instruments, props, or other items that may contact their faces or hands.
- For school sanctioned activities with participants in the P-12 system, follow school transportation guidelines. The Oklahoma State Department of Education (OSDE) has provided such guidance on pages 15 and 16 of the [FAQs for Oklahoma Public Schools](#) document.
- **Attendees should not be permitted to stand in the sideline areas, adjacent or in front of stage, or otherwise close to participants.** Small cheer team may be permitted as an exception, but should not cheer or yell, nor encourage the crowd to cheer or yell.

Event Operations

For preparation and social portions of the event, organizers should determine maximum occupancy for staging areas and zones and stagger start times for multiple events to avoid compact gatherings. To help with potential exposure notification, collect contact information for participants and attendees through methods such as event registration or ticketing systems. **Offer seating in a staggered manner such that there is one seat per person and six feet of space between household groups on all sides (front-to-back and side-to-side), remembering to skip the appropriate number of rows.** Consider numbering seats and rows. Refer to OSDH's [Sign Kit](#) for arrows, distance dots and other signage that can be used in the gymnasium, auditorium, or event center. Install hand sanitizer stations at entrances and in high-traffic areas. Avoid pre-event and post-event activities that require or encourage mingling, congregating, or sharing materials.

Cleaning and Disinfection

- Use appropriate antimicrobial disinfectants.
- Prior to opening, event venues should be sanitized in their entirety including equipment. Sanitize again afterwards including in-between events.
- Surfaces such as doorknobs, counters, arm rests, bleachers, and other items that are high-touch should be regularly cleaned and sanitized during the event.
- Clean and disinfect bathrooms regularly and ensure they have handwashing supplies.
- Workers and organizers should use proper handwashing, observe respiratory etiquette, and avoid using other workers' phones, desks, or other work tools or equipment.
- Full guidance related to recommended cleaning and disinfecting practices can be found by clicking [here](#).
- **Concessions are allowed**, but regularly disinfect concession area operated by employees. Consider single-use packet condiments, use of QR Codes for the food menu, and contactless ordering/payment systems that can reduce long lines and crowded areas.

Employees/Volunteers/Officials

- Train employees in proper use of protective equipment, and emphasize that they should refrain from touching their faces. Keep documentation of this training, and make it available upon request for the local public health agency. Familiarize workers with prevention and mitigation techniques.



- Event set-ups should ensure a minimum of 6-foot social distancing between employees, staff, and volunteers except in instances where it is necessary for safety, performance, or competition.
- Implement symptom monitoring protocols (including workplace temperature monitoring and symptom screening questions where possible).
- Group employees into teams or shifts and limit mixing between different teams or shifts.
- Consider having an individual wholly or partially dedicated to ensuring the health protocols are being successfully implemented and followed.
- Remind participants, parents, and guardians of the enhanced risks of participants being in direct contact with anyone age 65 or older for 14 days after participating in the event or practice/rehearsal.

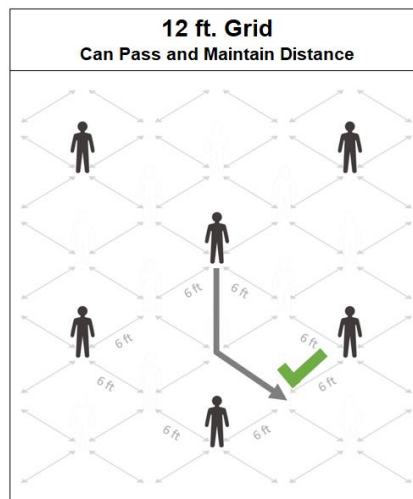
Athletes/Participants

- **Participants must maintain a minimum 25-foot distance from spectators, except for health and safety reasons.**
- Maximize physical spacing wherever possible including during huddles and small group discussions.
- Attendees should maintain at least 6 feet social distancing from individuals not within attendee's group and/or household. **Attendees should not form groups larger than 10.**

Practice/ Rehearsal Sessions

- Consider separating the team or group into "sub teams" for practice (example: Team A and Team B) or doing with-in team scrimmages.
- Consider utilizing virtual and/or in-home practice sessions
- Consider use of outdoor practice spaces such as [local outdoor basketball courts](#) and tracks.
- Limit any nonessential visitors, spectators, volunteers, and activities involving external groups or organizations.

Maximum capacity protocol:





Calculating the Maximum Capacity of your Space

Step 1

Do you have a Certificate of Occupancy or Maximum Capacity posting for your space?

If you said YES, please skip to Step 3.

Step 2

If you do not already know the occupancy or maximum capacity for the space under normal circumstances you will need to determine that information prior to moving to Step 3. Consider the use(s) in your space and the corresponding square footage(s) per person (also known as the occupant load factor). Keep in mind that there can be different uses in the same space.

When performing calculations, consider only areas that will be occupied by attendees.

Example 1:

If the event is a graduation and graduates will be on the gym floor and spectators in the stands, consider the full space of the gym.

Example 2:

For a basketball game, the gym floor should NOT be included in the square footage calculations; only include the square footage of the seating area.

Example 3:

If the event is the winter formal dance, then only the area that will be open for use should be included in calculations (i.e., stands would NOT be included).

To calculate the maximum capacity for a room or area, divide the useable area in the space, in square feet (sf), by the occupant load factor.

Example:

If an auditorium has a stage area that is 1,000 sf and seating area that is 5,000 sf.

For an event with a speaker on the stage you would take $5,000 \text{ sf} \div 20 \text{ sf/occupant} = 250$ max capacity

For an event where the stage is used for seating you would take $6,000 \text{ sf} \div 20 \text{ sf/occupant} = 300$ max capacity

Please refer to pages 12 through 15 of The National Fire Protection Association's (NFPA) available guidance on [Occupant Load Factors](#) for regular circumstances.



Step 3

Please use the following formula that applies to you in order to determine reduced capacity:

If you know your occupancy or maximum capacity, multiply that by the applicable reduced capacity percentage; e.g., for 25 percent capacity, multiply by .25 to get the total number of occupants allowable for your facility.

Example:

If the auditorium had a regular maximum capacity of 200 people (200 x .25) the maximum capacity at 25% would be 50 people. **And since people don't come in fractions, always round down.**

If you do not have a rated capacity, the recommended minimum occupant load factor for indoor event spaces is: 36 SF/ Occupant

Example using Formula:

6,000sq ft. auditorium ÷ 36 sq. ft. per occupant = 166 total occupants

For consideration of people being able to maintain a six foot distance while passing/walking by, consider the 12ft. Grid (pictured above):

Formula: Total square feet (1-(Percent of floor space occupied))/144

Example: For the auditorium example above, with 1,000 sf of stage to not be used = 17% unavailable

6,000sf ft*83% /144 = 34 total occupants

**** Any codes, regulations, or ordinances requiring a smaller number of people must be followed.**

3 -Tier Compliance Incentives

Community cooperation is imperative to getting COVID – 19 under control in the State of Oklahoma. Therefore, preventative initiatives are encouraged to decrease the need for responsive measures.

Top Tier

For facilities that enforce maximum compliance, such as: 100% mask wearing, social distancing including proper signage for seated and standing areas, assigned seating with pre-sold tickets, ventilation of the space, and proper sanitation before/during/after the event while also finding creative ways to go above and beyond (i.e., whistle covers for referees, usage of Plexiglas for score keeping areas or performers, coverings for wind instruments, options to view the event virtually from home, etc.), OSDH will extend maximum capacity to 37.5 percent.

For facilities that enforce satisfactory compliance, such as: a pre-sold ticketing system that allows the development of assigned seating, socially distant seating per household group, 100% mask wearing, accessible hand sanitizer, and options to view event virtually from home, sanitation before and after the event, OSDH will extend maximum capacity to 31 percent.



Bottom Tier

For facilities that enforce just enough compliance, such as: social distant seating arrangements, allowing but not requiring masks to be worn by spectators (not including performers, athletes, staff, and workers who must wear masks), sanitation after the event, OSDH is recommending 25 percent.

Ramifications: The organizing entity is responsible for their level of compliance and/or lack of compliance when it comes to indoor events. Organizers should plan in advance for how to deal with attendees who may not follow safety protocols. Non-compliance could result in unnecessary exposures to COVID-19, an increase in positive cases, and ultimately an increased risk for more fatalities. Non-compliance will also impact case investigation activities, should it be determined an infectious individual attended an indoor event. Failure to heed these guidelines could result in extensive quarantine determinations and/or community-wide announcement of potential exposure at the event. This could impact schools' or other organizations' ability to continue operation or host future events.

Resources

Contact your health care provider and follow the CDC-recommended steps for [what to do if you become sick](#), and follow the [public health recommendations for community-related exposure](#).

[Youth Sports Program FAQs](#)

[Playing Sports](#)

[Attending Sporting Events](#)

