

Progressive Return to Cycling Guidelines



Ontario Cycling Association

The information contained in this document is current to December 2020



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Risk Mitigation

Participation in any organized activity carries with it some risk. It is important for participants in sanctioned activities to take the precautions necessary to protect themselves and others. The guidelines laid out in this document will help guide members, clubs and teams through the proper planning and execution of their activities. Some basic risk reduction methods include:

- Not participating in any group activities if you or any of the other group participants:
 - A. Exhibit any COVID-19 symptoms including:
 - Fever and/or chills
 - Cough
 - Difficulty breathing or shortness of breath
 - Muscle aches
 - Sore throat or difficulty swallowing
 - Runny, stuffy or congested nose (not related to seasonal allergies or other known causes)
 - Lost sense of taste or smell
 - Extreme tiredness
 - Any other symptoms as identified by health experts

<https://www.ontario.ca/page/covid-19-stop-spread#section-0>
 - B. Have been in contact with someone who is a confirmed or presumptive case of COVID-19 within the last 14 days
- Washing your hands frequently following the recommended guidelines for a minimum of 20 seconds
- Not touching your face/eyes/mouth with your hands
- Using an alcohol based sanitizer containing over 60% alcohol if soap and water are not available
- Practicing proper etiquette by covering your mouth and nose with your sleeve (not your hands) when coughing or sneezing, and washing/sanitizing your hands as soon as possible after
- Avoiding contact with sick people, as well as limiting close contact with people deemed “high risk”
- Keeping a MINIMUM distance of 2 metres from other individuals at all time.
- Avoiding all physical contact including hugs, handshakes, high fives and fist bumps
- Limiting the risk of an emergency situation by ensuring you do not push yourself too hard or take any undue risks
- Ensuring you wash/sanitize all used clothing and disinfect all cycling equipment including, but not limited to: your helmet, sunglasses/protective lenses, handlebars, water bottle, etc.



COVID-19 Information

If you are displaying any symptoms related to COVID-19 you should NOT be participating in any activities.

Use the Ontario Government's Self Assessment Tool:

<https://covid-19.ontario.ca/self-assessment/>

to see if you should consult your appropriate medical professional or Telehealth Ontario.

Telehealth Ontario: 1-866-797-0000

Ontario Government COVID-19 website

<https://covid-19.ontario.ca/>

Download the COVID-19 Alert App

<https://covid-19.ontario.ca/covidalert>



Guidelines for Members

All participants in club or team sanctioned activities should follow the Progressive Return to Cycling Guidelines along with the latest recommendations from the Ontario Government, Ontario Public Health, local public health units and medical experts prior to participating in any club or team activity.

Ensure you have completed your ONTARIO CYCLING ASSOCIATION ACKNOWLEDGEMENT, RELEASE, INDEMINITY AND ASSUMPTION OF RISK REGARDING COVID-19 and submit a PDF copy to your club/team for confirmation.

1. [Adults \(18 Years of Age and Older\)](#)
2. [Minors \(Under 18 Years of Age\)](#) (must be completed by member and parent/legal guardian if under 18)

- Do **NOT** participate in any group activities if you or any of the other group participants:
 - A. Exhibit any COVID-19 symptoms including:
 - Fever, cough, difficulty breathing or shortness of breath, chills or muscle aches, sore throat or difficulty swallowing, runny, stuffy or congested nose (not related to seasonal allergies or other known causes), lost sense of taste or smell, extreme tiredness, or any other symptoms as identified by health experts and the Ontario Government (<https://www.ontario.ca/page/covid-19-stop-spread#section-0>)
 - B. Have been in contact with someone who is a confirmed or presumptive case of COVID-19 within the last 14 days.
- Consider not participating in group activities (club/team) if you:
 - A. Are considered vulnerable or at higher risk (elderly individuals, immunocompromised persons, individuals suffering from health problems including, but not limited to asthma, chronic bronchitis and other lung diseases, high blood pressure, diabetes, etc.)
- Practice safe physical distancing by maintaining at least 2 metres (6 feet) distance between yourself and any other individual outside your “bubble” prior, during, and after your sanctioned activity
- Make sure you have enough snacks/liquid with you to ensure you don’t have to stop along your ride or use a tap/water fountain
- Do not share food or equipment (including water bottles) to prevent transmission of viruses and bacteria
- Clean **ALL** your equipment prior to heading out including wiping down your handlebars, glasses or protective lenses, and ensuring you have a clean water bottle
- Consider wearing an appropriate mask during lower intensity training/riding, making sure the mask covers both the mouth and nose
- Consider wearing gloves
- Confirm your bike is in good working order and that you are aware of the basic bike maintenance necessities, and are equipped with the appropriate tools prior to an activity
- Consider bringing a fully charged cell phone with you in case of emergencies
- Let your Emergency Contact know the route/time frame of your activity
- Ensure you know and are following your club/team’s approved Risk Management Plan for activities
- Do not loiter after your activity
- If at any point you start displaying signs of COVID-19, members should:
 - A. Contact Telehealth Ontario and follow all instructions as provided
 - B. Contact the club to notify them of any symptoms or pending/confirmed test results



Guidelines for OCA Affiliated Clubs & Teams

These guidelines are for all OCA affiliated clubs & teams to review prior to launching in-person activities. Clubs & teams may implement even stronger measures to assure they are meeting the Ontario Government, Ontario Public Health, and local health unit recommendations and requirements during the COVID-19 situation. The OCA has taken steps to ensure this policy has been reviewed by medical professionals with knowledge of cycling activities.

- Format ALL planned activities to meet the most recent guidelines and recommendations of medical experts and provincial and local government and health units including:
 - Adherence to facility requirements and protocols
 - Physical distancing requirements (2m)
 - Congregating groups are not permissible before, during, or after an activity

Ensure you have completed your ONTARIO CYCLING ASSOCIATION ACKNOWLEDGEMENT, RELEASE, INDEMNITY AND ASSUMPTION OF RISK REGARDING COVID-19 and submit a PDF copy to your club/team for confirmation.

1. [Adults \(18 Years of Age and Older\)](#)
2. [Minors \(Under 18 Years of Age\)](#) *(must be completed by member and parent/legal guardian if under 18)*

- Modify activities to limit or eliminate contact between members including staggering starts by a minimum of 30 minutes or choosing different routes for groups to limit/eliminate overlap
- Confirm if there are any restrictions, limitations, or further regulations for the location where you are riding
- If your activity takes place at a private facility, follow all requirements of the facility, this Progressive Return to Cycling document, as well as government regulations
- Review your current Risk Management procedures and ensure these can be followed under current conditions
- Educate your members (especially those who are immunocompromised or are older) to the risks associated with COVID-19 and their participation
- Develop a process to limit registrants of an activity to the amount permitted (pre-registration)
- Keep a record of all participants in each activity. This may become necessary for contact tracing should an infected individual participate in an activity
- Remind members to wash their hands and disinfect their equipment both prior and post activity
- Ensure members, including Team Managers, Club Directors, Coaches, Ride Leaders and volunteers are aware on the symptoms associated with COVID-19 including, but not limited to:
 - Fever and/or chills
 - Cough
 - Difficulty breathing or shortness of breath
 - Muscle aches
 - Sore throat or difficulty swallowing
 - Runny, stuffy or congested nose (not related to season allergies or other known causes)
 - Lost sense of taste or smell
 - Extreme tiredness
 - Any other symptoms as identified by health experts
- (<https://www.ontario.ca/page/covid-19-stop-spread#section-0>)
- Continue to inform your members on various COVID-19 related items including local and provincial government updates, medical expert advice, and specific steps the club/team is taking

Prior to your sanctioned activity:

- OCA sanctioned Group activity sizes are subject to the latest OCA Return to Sport Update (<https://www.ontariocycling.org/covid-19-information/>). Please be sure to check the OCA website frequently for updates as the COVID-19 situation continues
- Consideration must be given to overall length of the group when on the road
- Clubs/Teams may sanction multiple activities however these should be updated with the OCA as the COVID-19 situation progresses, and should follow Government guidelines, provincial and regional Public Health Guidelines and the OCA's latest Return to Sport Update and these Progressive Return to Cycling Guidelines (<https://www.ontariocycling.org/covid-19-information/>).
- If a club decides to have multiple activities they should be spaced out enough (both time and distance wise) to ensure no congregating/mixing of groups/activities. Failure to do this may result in the club/team's activity being pulled and it's affiliation with the OCA being in jeopardy.
- Confirm your Ride Leader knows who has registered for the activity
- Ensure Ride Leaders carry PPE equipment (disposable gloves, mask or appropriate face covering, first aid kit, hand sanitizer) with them during rides to be prepared for any potential injury or mechanical situation
- Encourage participants to bring their own hand sanitizer, gloves, and/or face masks
- Communicate all hygiene measures in advance to activity registrants
- Remind registrants prior to the activity (via email) of the latest government and public health requirements (as well as any club specific rules or protocols)
- Confirm the 2020 membership status of each activity participant by requesting an electronic copy of their membership or confirming through your club's 2020 CCN member registration list
- Confirm each participant has submitted the **ONTARIO CYCLING ASSOCIATION ACKNOWLEDGEMENT, RELEASE, INDEMNITY AND ASSUMPTION OF RISK REGARDING COVID-19**
- Remind all participants prior to departing that if they are experiencing any COVID-19 symptoms they should NOT participate in the activity and should immediately return home and complete the Ontario Government's COVID-19 Self Assessment Tool

During your sanctioned activity:

- If meeting on the street or in a parking lot, ask that cars to be parked at least one spot apart from each other
- Ride Leaders should remind members to maintain a safe physical distance of AT LEAST 2 metres
 - Best to show participants prior to the activity what that distance looks like by having them spaced that far apart at the pre-ride information briefing
- Make sure participants do a bike maintenance check before departing
- Remind participants:
 - DO NOT share food, water or equipment
 - Maintain a minimum 2-metre distance from one another at all times including when approaching a stop or passing
 - If at any point you are not feeling well or comfortable on the ride to let your Ride Leader and fellow riders know **IMMEDIATELY**
 - **DO NOT SPIT OR CLEAR ANY AIRWAYS** outwardly
 - If you must sneeze or cough, this should be done into your arm/sleeve only
 - Do not take any undue risks

After your sanctioned activity:

- Remind participants to wash their hands (or use hand sanitizer with a minimum 60% alcohol content) as soon as possible, and to disinfect their equipment, including cycling attire
- If any member notifies the club that it has developed symptoms or has been (or will be) tested for COVID-19 the club should consider:



- Contacting all members who were involved in the activity the member participated in and en-courage them to get tested
- Suspending club activities for those individuals who have been in contact with this individual





Injury, Mechanical or Displaying Symptoms

- Any mechanical may only be worked on by ONE of two people; either the participant or the ride leader
- If a bike is to be serviced by a ride leader, it must be wiped down before and after with a sanitizing wipe or spray
- Anyone servicing a bike, or attending to an injured individual MUST use hand sanitizer before and after
- If there is an injury, the designated person providing medical aid must put on PPE before assisting the injured participant (masks, gloves, etc.)
- If a participant displays signs of any illness including COVID-19, the club should remove the individual from further participation. If the individual is incapable of returning home safely, their Emergency Contact should be notified. If the participant is under the age of 18, a parent/legal guardian should be contacted.



Grassroots ITT Club & Team Activities

These guidelines are for all OCA affiliated clubs & teams to review prior to launching any Individual Time Trial (ITT) activities. Any ITT activity should also take into account the General Guidelines section of this document, especially as it pertains to the allowable structure of an activity to limit risk and the safety precautions to take if there is a mechanical or injury during an activity.

Clubs & teams may implement stronger measures to assure they are meeting the Ontario Government, Ontario Public Health, and local health unit recommendations and requirements during the COVID-19 situation.

Grassroots ITT activities that are organized by the affiliated club/team for its members may be permitted so long as physical distancing guidelines are followed AND the maximum number of participants (including athletes, volunteers, starters, timers, marshals, coaches, etc.) does not exceed the provincial guidelines at the time of publication.

Prior to the Activity:

- On application, a club or team may run a grassroots ITT that is for the club/team's members as per club/team guidelines. The following items will need to be demonstrated as part of the application to host such an activity:
 - Online Registration Process
 - Helps ensure the club/team can track how many people have registered, split participants into groups & assign appropriate start times, as well as for beneficial for contract tracing.
 - Non-Contact Timing & Online Results
 - Avoid riders congregating at the end of their ride/group's ride for results.
 - Club Designate (preferably the Starter)
 - This person (whether the Starter or someone else) is responsible for the activity on site and will deal with any incidents that may occur.
 - Time Difference Between Starts
 - Provide enough time between riders to limit potential passing
 - Fastest Participant Goes First:
 - Faster riders should start first to limit potential passing
 - Staggered Group Starts (If more than one group)
 - If more than 10 participants, clubs may run separate groups to accommodate, however these groups must be staggered far enough apart from the previous group to avoid any congregation prior, during or post activity.
 - ITT Guidelines/Rules Document
 - A summary of the format and rules of the activity that is provided to participants. This should include safety measures that are being taken.
- All of the above items are in addition to the regular requirements for sanctioning an activity which include providing the OCA:
 - The date/day of the week the activity takes place
 - The estimated start time and finish time of the activity
 - A copy or link to the course map (required for all Time Trial Activities)

Main Guidelines:

- Each participant in the activity must be a 2020 OCA Member, and a member of the hosting club/team.
- Each participant is required to provide a copy of their **ONTARIO CYCLING ASSOCIATION ACKNOWLEDGEMENT, RELEASE, INDEMINITY AND ASSUMPTION OF RISK REGARDING COVID-19** and submit a PDF copy to the club or team for confirmation.
 1. [Adults \(18 Years of Age and Older\)](#)
 2. [Minors \(Under 18 Years of Age\)](#) *(must be completed by member and parent/legal guardian if under 18)*
- Clubs/Teams should remind members that if they are experiencing any symptoms of COVID-19 they should NOT be participating in any activities and to get tested and/or self isolate. Symptoms can include, but are not limited to:
 - Fever and/or chills
 - Cough, sore throat or difficulty swallowing
 - Difficulty breathing or shortness of breath
 - Muscle aches
 - Runny, stuffy or congested nose (not related to season allergies or other known causes)
 - Lost sense of taste or smell
 - Extreme tiredness
 - Any other symptoms as identified by health experts[\(https://www.ontario.ca/page/covid-19-stop-spread#section-0\)](https://www.ontario.ca/page/covid-19-stop-spread#section-0)
- Limit your **Total Maximum** amount of participants in a club/team ITT to the maximum allowed in the latest Return to Sport Update (<https://www.ontariocycling.org/covid-19-information/>) (unless local restrictions dictate less) and follow the guideline for staggered group starts.
- A participant is considered anyone actively involved with the activity including:
 - Athletes/Para-athletes
 - Starters & Timers
 - Marshals
 - Coaches
 - Volunteers
 - Etc.
- To help ensure clubs/teams do not surpass the maximum allowable # of participants, they may have more than one activity group, however these groups must be staggered to avoid a gathering of more than the allowable public gathering limit
- Course layout will help determine how staggered the groups should be:
 - If the course is a point-to-point, Group B can start 15-30 minutes after the last rider of Group A has departed. This rule would apply for any subsequent groups as well.
 - If the course is a loop (i.e. circular, square, rectangular or with a turnaround point), Group B can start 15-30 minutes after the last rider of Group A has completed their ride.
- It is important to remind riders that once they are done their ride not to hang around or congregate with another group. This will help ensure the group size does not surpass the allowable number for the area.
- Clubs/Teams should ensure all riders in a group are well spaced out at their start location following the government restrictions on physical distancing (Minimum 2 metres).
- If assembling at a parking lot, clubs/teams should encourage riders to arrive no more than 5-10 minutes prior to their estimated start time.
- It is recommended that clubs/teams consider having different meetings areas for each group to ensure that any rider from a previous group does not have an interaction with an arriving group.
- With all private venues, clubs/teams should consider whether they are allowed to meet on the facility grounds prior to using that location. (IE. Ensure you are not deemed to be trespassing)
- Any incident during the activity should be communicated to the Ontario Cycling Association as soon as possible by completing the [OCA Injury Report Form](#)





Indoor Velodrome Use

*In addition to the **Guidelines for Members** and **Guidelines for OCA Affiliated Clubs & Teams**, the following additional guidelines have been created specifically for activities taking place at an indoor velodrome.*

Preparation For Your Activity:

- Ensure awareness and compliance with facility specific protocols and restrictions (including mask requirements)
- Factor in that physical distancing of a minimum 2m must be practiced at all times
- Design training sessions to focus primarily on individual efforts and skill work
- Communicate the process for entering, using, and leaving the facility
 - Masks are required at all times within facility with the exception of while athletes are in the pit and on track, as well as coaches who are in their designated coaching areas
- Spectators are not permitted [exception for parents/guardians under 18] – communication on parent/guardian viewing areas must be provided in accordance with the facility protocols/restrictions
- Communicate the training plan including gearing (if applicable), and remind athletes of being self-sufficient with changing wheel/gearing and tools required
- Athletes should be asked to come dressed in their cycling attire to avoid/minimize use of washroom/change facilities
- Athletes should be asked to bring their own hand sanitizer and disinfecting wipes/spray

Maximum allowable group sizes:

- **MAXIMUM of 20 people (unless local or facility restrictions dictate less)**

During Your Activity:

- Coach/Leader should arrive early to designate/identify athlete areas [pits] where only the designated athlete will be permitted to enter, warm-up, and store equipment during the training session [all areas must be a minimum of 2m apart]
- Equipment, tools, etc. should not be shared among participants
- Athletes [or parent designate] should work on the athlete's bike. A coach/mechanic, if required, may assist if the bike has been wiped [disinfected] and they are able to use their own tools
- Coach/Leader should coordinate athlete (one at a time) movements onto and off the track
- If multiple athletes are on the track, a distance of 2m must be maintained at all times
- Use of assisted standing starts or track gates should be avoided unless those involved are from the same household/social bubble
- Track gates, rails and any other touchpoints should be cleaned/disinfected following use
- Athletes must return directly to their designated area [pit] following their efforts and remain in their area at all times during the training session [use of washroom facilities permitted in accordance with facility regulations]

After Your Activity:

- Remind participants that they should wash their hands (or use hand sanitizer with a minimum 60% alcohol content), use disinfecting wipe/spray to clean equipment
- Athletes should be asked to clean (no garbage, empty water bottles, etc.) and wipe down their designated area [touch points is using pit rails] with disinfecting wipes/spray
- If any participants notify the coach that they have developed symptoms or has been (or will be) tested for COVID-19 the coach should consider:
 - Recommending the individual seek medical attention and follow Public Health Guidelines for the area
 - Suspending training activities for those individuals who have been in contact with this individual



In Case of Injury, or Mechanical or Participant Becoming Symptomatic:

- Any mechanical may only be worked on by either the athlete [or parent] or the identified coach/mechanic
- If a bike is to be serviced by a coach/mechanic, it must be wiped down before and after with a sanitizing wipe or spray
- Anyone servicing a bike, or attending to an injured individual MUST use hand sanitizer before and after
- All coaches must have PPE equipment (disposable gloves, mask or appropriate face covering, first aid kit, hand sanitizer) with them during training sessions to be prepared for any potential injury or mechanical situation
- If there is an injury, the person providing medical aid must put on PPE before assisting the injured participant
- If a participant displays signs of any illness including COVID-19, the athlete must be removed from further participation in the activity and asked to return home. If the individual is incapable of returning home safely, their emergency contact should be notified. If the participant is under the age of 18, a parent/legal guardian should be contacted. The coach/leader may decide to end the training session at that time.
- If any participants notify the coach post activity that they have developed symptoms or has been (or will be) tested for COVID-19 the coach should consider:
 - Recommending the individual seek medical attention and follow Public Health Guidelines for the area
 - Suspending training activities for those individuals who have been in contact with this individual





BMX Facilities

*In addition to the **Guidelines for Members** and **Guidelines for OCA Affiliated Clubs & Teams**, the following additional guidelines have been created specifically for activities taking place at a BMX Facility.*

Preparation For Your Activity:

- Ensure awareness and compliance with facility specific protocols and restrictions
- Reminder that social distancing of minimum 2m be practiced at all times
- Design training sessions to focus primarily on individual efforts and skill work, no race simulations
- Communicate process for entering, using, and leaving facility
- Spectators are not permitted [exception for parents/guardians under 18] communication on parent/guardian viewing area must be provided in accordance with facility protocols/restrictions
- Communicate training plan including gearing (if applicable), and remind athletes of being self-sufficient with changing wheel/gearing and tools required
- Athletes should be asked to come dressed in their cycling attire to avoid/minimize use of washroom/change facilities
- Athletes should be asked to bring their own hand sanitizer and disinfecting wipes/spray
- Maximum allowable group sizes:
 - **MAXIMUM of 20 people (unless local or facility restrictions dictate less)**

During Your Activity:

- The Coach/Leader should arrive early to identify and designate athlete areas where only the designated athlete will be permitted to enter, warm-up, and store equipment during the training session [all areas must be a minimum of 2m apart]
- Equipment, tools, etc. should not be shared among participants
- Athletes [or parent designate] should work on the athlete's bike. A coach/mechanic, if required, may assist if the bike has been wiped [disinfected] and they are able to use their own tools
- The Coach/Leader should coordinate athlete (one at a time) movements into start gate or specific sections of the track and coordinate process for exiting the track
- If multiple athletes are on the track a distance of 2m must be maintained at all times
- Start gates will only be operated by the coach/leader [certified and experienced in the use of the start gate]. This person must remain a minimum of 2m from any participants.
- Only one (1) athlete will be permitted in the start gate at a time
- Athletes must return directly to their designated area or to identified line-up area following their effort

After Your Activity:

- Remind participants that they should wash their hands (or use hand sanitizer with a minimum 60% alcohol content), use disinfecting wipe/spray to clean equipment
- Athletes should be asked to clean (remove garbage, empty water bottles, etc.) and wipe down their designated area [if applicable] with disinfecting wipes/spray
- If any participants notify the coach that they have developed symptoms or has been (or will be) tested for COVID-19 the coach should consider:
 - Recommending the individual seek medical attention and follow Public Health Guidelines for the area
 - Suspending training activities for those individuals who have been in contact with this individual



In Case of Injury or Mechanical or Participant becoming Symptomatic

- Any mechanical may only be worked on by either the athlete [or parent] or the identified coach/mechanic
- If a bike is to be serviced by a coach/mechanic, it must be wiped down before and after with a sanitizing wipe or spray
- Anyone servicing a bike, or attending to an injured individual **MUST** use hand sanitizer before and after
- All coaches must have PPE equipment (disposable gloves, mask or appropriate face covering, first aid kit, hand sanitizer) with them during training sessions to be prepared for any potential injury or mechanical situation
- If there is an injury, the person providing medical aid must put on PPE before assisting the injured participant
- If a participant displays signs of any illness including COVID-19, the athlete must be removed from further participation in the activity and asked to return home. If the individual is incapable of returning home safely, their emergency contact should be notified. If the participant is under the age of 18, a parent/legal guardian should be contacted. The coach/leader may decide to end the training session at that time.
- If any participants notify the coach post activity that they have developed symptoms or has been (or will be) tested for COVID-19 the coach should consider:
 - Recommending the individual seek medical attention and follow Public Health Guidelines for the area
 - Suspending training activities for those individuals who have been in contact with this individual



Additional Resources

Government of Ontario Stop the Spread

<https://www.ontario.ca/page/covid-19-stop-spread>

Ontario Area Assessment Centres

<https://covid-19.ontario.ca/covid-19-assessment-centres>

Ontario Self-Assessment Guidelines

<https://covid-19.ontario.ca/self-assessment/>

Ontario Public Health

<https://www.publichealthontario.ca/>

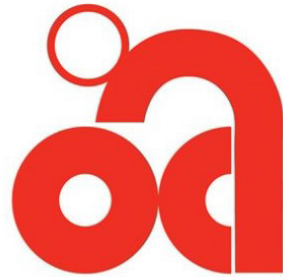
Telehealth Ontario

1-866-797-0000

Download the COVID-19 Alert App

<https://covid-19.ontario.ca/covidalert>

Ontario Cycling Association



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