



Ontario Cycling Association

SEPTEMBER HANDCYCLING CAMP

**Collingwood, Ontario
September 26-27**

V. 2

Overview

Date: September 26, 27, 2020

Location: Collingwood Ontario

Goal: Deliver a high quality athlete-centered training camp to assist in building the short-term anaerobic power and polish general skills in preparation for the athletes for winter base training and the 2021 season.

The Ontario Cycling Association will be hosting its annual September “Hills and Skills” Camp to assist high performance athletes along with new development athletes with building late-anaerobic power and volume while polishing general skills before heading into winter base training. The primary focus will be on athletes who have demonstrated a potential for selection to international competition and or National Representation while introducing developing athletes to OCA programming with HP performance as a long term goal. The camp staff will work with personal coaches to ensure training is aligned with the athlete’s annual training plans. Coaching staff will be on all rides.

Project Staff and Contacts

Blaine Betzold, Project Lead

Chantal Thompson, Coach + Ride Leader

Matt Steeve, Coach + Ride Leader

Brandi Rae, Ride Leader (potential for second day)

Blaine Betzold (905)973-9247

Chantal Thompson (647)242-0042

Matt Steve (905) 685-2239

Brandi Rae (905)380-3955

OCA Office

416.855.1717

Athlete Expectations

- Must have reviewed, understood, and abide by ALL COVID-19 Protocols outlined in this document and attached Appendices
- Must communicate/respond to the project coaches prior to the camp regarding any health issues/changes, disruptions to their training, and any general concerns [non-disclosure of injuries which place the athlete and project at risk may be subject to OCA Discipline Policy]
- Must be respectful of all project coaches and athletes
- Must be prepared for the volume of training taking place
- Must arrive fully prepared with appropriate clothing, bike tools, extra-parts, and functional bike
- Must adhere to the OCA Code of Conduct at all times
- Any deviations from the above could result in athletes being sent home from the camp at their cost and the infraction being submitted through the OCA Discipline and Complaint process

Accommodations

The athletes and coaches will be booking their own accommodations although it is recommended to book at the Comfort Inn, Collingwood, 4 Balsam St. L9Y 3J4

Staying clean and organized will be a requirement to ensure the comfort of the entire group. Athletes are reminded to inform coaches if they are feeling ill so steps can be taken to prevent the illness from spreading through the camp.

Overall plan – Friday September 25, 2020- Sunday September 27, 2020

September 25, 2020

Late Afternoon Athletes arrive in Collingwood and check in to their accommodations. Build their bikes and prepare for the morning.
By email, athletes are informed of their ride leader, emailed GPX course and meeting time for the morning.

September 26, 2020

9:00 am **Group A** (HP) assemble in the parking lot with their ride leader and start their ride. Group A scheduled 95 km with 990m of climbing.
9:20 am **Group B** (HP/Development) assemble in the parking lot with their ride leader and start their ride (68 km, 660m of climbing).
9:40 am **Group C**, (Development and new to programming) assemble in the parking lot with their ride leader and start their ride (41 km, 330m of climbing).
Afternoon Completion of ride, de-briefing of ride and briefing from project lead by email on the schedule and expectations for the next day.

September 27, 2020

9:00 am **Group A** assembles in the parking lot with their ride leader and ride to the TT practice area.
9:20 am **Group B** assembles in the parking lot with their ride leader and ride to the TT practice area.
9:30 am **Group C** assembles in the parking lot with their ride leader and ride to the TT practice area.

TT rides will be varying distances and intensity with appropriate recovery and rest. Ride leaders will ride throughout the general group and monitor their efforts

12:00 pm Group A to begin ride back to the hotel
12:20 pm Group B to begin ride back to the hotel
12:40 pm Group C to begin ride back to the hotel

Groups may separate into 4 groups, depending on athlete attendance and support staff availability

Health and Safety

Health and safety is priority number one at the camp. We have a long history of safe successful camps and this year will be the same. We would like every athlete to be prepared and ready for the camp. If an athlete becomes ill or sustains an injury before the camp, we ask that you contact us and let us know. We do not want to jeopardize the health of the rest of the camp because one person is ill.

Each riding group will have at least one coach who will be carrying a cell phone and be riding a pre-determined route. There is an emergency action plan attached at the bottom of this document. In the event of an injury and/or mechanical failure, the Ride leader will contact the project lead for further instructions. In the event of an injury requiring immediate medical care coaches will call for emergency services.

Cycling as you know can be a risky sport and we would like all participants to be prepared if we need to send them home because they have had a severe crash or were acting inappropriately at the camp. To this date this has not had to happen but if such an event was to occur, travel arrangements [at the athlete's expense] would be made Collingwood to their home location at the athletes' costs. We strongly encourage athletes/families to review.

Any perceived head injury will require the application of OCA Concussion Policy.

<http://www.ontariocycling.org/forms/oca-concussion-policy/>. Any return to training will require doctor's clearance *and* family clearance [if under 18].

Additional COVID Protocols

Coaches

- Coaches will carry Personal Protective Equipment [PPE] and will be the only ones to assist an athlete in the event of injury
- Coaches will remove any athlete displaying symptoms, of any illness, immediately from the camp
- Coaches will remove any athlete failing to abide by the indicated safety protocols including but not limited to sharing of water bottles/food, tools, or failing to maintain a distance of 2m from other participants during all activities

Athletes

Prior to Arrival at Camp

Athletes must be in 100% health and be able to answer “no” to the Screening Questionnaire [see Appendix A]

- Athletes must have their bike in perfect working condition and come prepared with the tools and knowledge to address any minor repairs [coaches will not be permitted to assist unless absolutely

necessary]. Clean or wipe down high touch points on equipment with disinfectant or soap and water prior to arrival

- **Athletes must have reviewed the OCA protocol listed in Appendix B** and be prepared to abide by them at all times
- Athletes must bring a bottle of sanitizer and a mask with them during the ride

Start of Training

- At the start of each day, upon arrival at meeting location, ensure that you are at not within 2m of another athlete or coach
- Please wear a mask during the initial discussion/instruction period and any debriefs
- Coaches will ask each athlete to answer or complete the COVID-19 Screening Questionnaire [see appendix A] as they arrive. Any athlete answering yes to the questions or exhibiting any indicated symptoms will be asked to leave the camp.

UCI and or OCA license/insurance

It is 100% mandatory that athletes have their UCI licenses or minimum citizen permits from the OCA for the 2020 season. We will be collecting every athlete's emergency contact information upon registration for the camp.

Bike/Equipment

Please note that you must have your bike in perfect condition for the camp. If you are on an older bike, make sure the cables are new, the drive train is in good condition and that you have new brake pads. If you are on a new bike, make sure it is fit well and that you have spent some time in the bike and are comfortable. Athletes must be self-sufficient and able to fix a flat and be self-sufficient while training on the road.

Spares parts to pack:

A comprehensive packing list will be sent to athletes prior to departure.

- **Several tubes**
- **Spare Tire**
- **Pump for on your bike** each athlete should have a frame pump that they can carry while training. Make sure anything you bring is labeled with your name.
- **Bike Computer** [if you don't have one available, please let us know as we have a few available]
- **Seat bag** for tools etc.
- **Rags** for cleaning your bike

APPENDIX A

COVID-19 Screening Questions

Q1: have you had close contact with anyone with acute respiratory illness or travelled outside of Ontario in the past 14 days?

Q2: Do you have a confirmed case of COVID-19 or had close contact with a confirmed case of COVID-19?

Q3: Do you have any of the following symptoms: • Fever

- New onset of cough
- Worsening chronic cough
- Shortness of breath
- Difficulty breathing
- Sore throat
- Difficulty swallowing
- Decrease or loss of sense of taste or smell • Chills
- Headaches
- Unexplained fatigue/malaise/muscle aches (myalgias) •Nausea/vomiting, diarrhea, abdominal pain
- Pink eye (conjunctivitis)
- Runny nose/nasal congestion without other known cause

If you have answered yes to any of the above it is advised that you self isolate for 14 days and complete the online self-assessment tool before calling you primary care provider or Telehealth Ontario @ 1-866-797-0000

APPENDIX B

Please respect our need to “do this right”. The OCA and its coaches have all agreed to participate within these guidelines, putting personal and organizational credentials on the line to help ensure the health and safety of all participants and the public as a whole. We understand that there are a number of new rules in place, and this can be frustrating, but it is all of our responsibility to do our part to prevent the spread of COVID-19. Please take the time to read and understand your responsibilities within the protocols below.

Preparation for your activity:

- Wash your hands with soap and water prior to going out for any cycling activity
 - Public Health Ontario Factsheet on How to wash your hands (<https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/factsheet-covid-19-hand-hygiene.pdf?la=en>)
- Ensure you bring hand sanitizer with you (recommended 60% alcohol content minimum)
- 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
- Do not share equipment
- 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
- Consider wearing an appropriate mask during lower intensity training/riding, making sure the mask covers both the mouth and nose
- Consider wearing gloves
- If you cough, sneeze, or blow your nose, ensure this is done by covering your mouth and nose with your arm/sleeve, turning away from others, and that no other individuals are nearby at the time
- Ensure you are aware of the basic bike maintenance necessities and equipped with the appropriate tools prior to attending your activity
- Confirm that your bike is in good working order prior to attending any activity
- Considering bringing a fully charged cell phone with you in case of emergencies

While participating in your sanctioned activity:

- Keep a **MINIMUM distance of 2 metres** from other individuals at all time.
 - It is strongly recommended that this distance actually be larger to limit the potential spread of the virus
- Avoid all physical contact including hugs, handshakes, high fives and fist bumps
- Avoid touching your face
- Do not share snacks/water bottles, or anything that could create unnecessary close contact
- Limit the risk of an emergency situation by ensuring you do not push yourself too hard or take any undue risks

After your activity:

- Return directly home after your activity

- Ensure you wash your hands or use appropriate hand sanitizer to disinfect your hands as soon as possible after your activity or as soon as you return home
- Ensure 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.
- If at any point you start displaying signs of COVID-19, members should:
 - Contact Telehealth Ontario and follow all instructions as provided
 - Contact the club or organization to notify them of any symptoms or pending/confirmed test results.

APPENDIX C

Safe Sport

HOW TO REPORT INAPPROPRIATE BEHAVIOUR?

Ontario Cycling Association encourages anyone who has experienced or witnessed inappropriate behaviour or conduct to report it urgently. This can be done through the Provincial Coach [Rob Holmgren], High Performance Manager [Michael Suraci], or by using one of the support lines below.

Complaints which breach the Ontario Cycling Code of Conduct can be submitted through to the Ontario Cycling Association's Discipline and Complaints Process [Here](#).

Any behaviour or abuse that is criminal in nature or has the potential to place participants, particularly those within a vulnerable population [e.g. children], in a danger should be reported to local police services immediately.

Canadian Sport Helpline:

- **Telephone:** 1-888-83-SPORT (77678)
- **For Website:** [CLICK HERE](#)

Kids Help Phone:

- **Call a Counsellor:** 1-800-668-6868
- **For Website:** [CLICK HERE](#)

Anti-Doping Training

All athletes are required to have completed the **CCES True Sport Online Anti-Doping Course** within the past two years. Athletes must provide evidence of completion to chantal.thompson@ontariocycling.org

If you have taken the CCES online course previously:

- Use this link to Login: <http://education.cces.ca>
- Use the login information you previously created
 - Contact the CCES if you have forgotten your login information. Do not use the enrollment key below to create a new account
- Send course completion award to chantal.thompson@ontariocycling.org

If you are taking the CCES online course for the first time:

- Please follow this link: <http://education.cces.ca/#/signup>
- Enrollment Key: **CycOnt**
- Password: **FR3PKLxF**
 1. Your email address will become your username

2. Create a password you will remember
 3. Log in with your new username and password
 4. Go to "My Courses"
 5. You must complete the "Profile" module before you can start the course
 6. Return to "My Courses" to begin the course
- Send course completion award to chantal.thompson@ontariocycling.org

APPENDIX D

HP Project Emergency Action Plan

Roles and Responsibilities

Charge person

- Clear the risk of further harm to the injured person by securing the area and shelter the injured person from the elements. May involve sending someone up the road to warn on-coming traffic if injured person is on a live roadway
- Designate who is in charge of the other participants.
- Protect yourself (wears gloves if he/she is in contact with body fluids such as blood).
- Assess ABCs (checks that airway is clear, breathing is present, a pulse is present, and there is no major bleeding).
- If injury does not require EMS Coach(es) will determine best course of action for athlete and equipment return to accommodations
- Wait by the injured person until EMS arrives and the injured person is transported
- Fill in an accident report form

Call person

- Call for emergency help
- Provide all necessary information to dispatch (e.g. facility location, nature of injury, what, if any, first aid has been done).
- Clear any traffic from the entrance/access road before ambulance arrives.
- Wait by the driveway entrance to the facility to direct the ambulance when it arrives.
- Call the emergency contact person listed on the injured person's medical profile.
- Once emergency is under control (person is with medial staff and emergency contacts have been notified of the situation) contact the OCA Office designate to inform them of the situation

EMERGENCY ACTION PLAN

Project head coach or designate must complete the following information and ensure all project staff knows exactly where it can be found for at every facility/training at which he/she instructs.

EVENT: Handcycling Hills and Skills

SITE: Collingwood Ontario

PROJECT MANAGER: Blaine Betzold

ALTERNATE CHARGE PERSON FOR PROJECT: Chantal Thompson

LOCATION OF FIRST AID KIT: each coach will have a small first aid kit on their person during training rides, project lead will have a larger kit in their vehicle

LOCATION OF MEDICAL PROFILES: (incl. emergency contact): coaches will have digital and printed copy of each participant's medical profile

EMERGENCY NUMBER: 911

HOSPITAL: Collingwood General Hospital, 459 Hume St, Collingwood, ON L9Y 1W9, [\(705\) 445-2550](tel:7054452550)