



**Ontario Cycling Association  
Progressive Return to Cycling Policy  
PART 1 - OCA Members**

**Steps for Members**

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](#) 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/>

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/team activity including:

- Washing your hands frequently following the recommended guidelines of a minimum of 20 seconds
- Avoid touching your face/eyes/mouth with your hands
- Following 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
- Using only your own water bottle(s) to prevent the transmission of viruses and bacteria
- Using an alcohol-based hand sanitizer containing over 60% alcohol when soap and water are not available
- Avoiding contact with sick people, including avoiding close contact with people who are considered "high risk"
- Practicing safe physical distancing by maintaining at least 2 metres (6 feet) distance between yourself and any other individual outside your "social circle" prior, during, and after your sanctioned activity

**Before your sanctioned activity:**

- Ensure you're aware and following the latest requirements and guidelines of medical experts and provincial and local Government authorities
  - o Ontario Government (<https://covid-19.ontario.ca/>)

- Limit your group activities to the following group sizes
  - o **MAXIMUM of 10 people (UPDATED AS OF July 09)**
- Make sure before and after your activity you are keeping a physical distance of at least 2 metres from other individuals, especially those outside your “social circle”
- During ALL cycling activities you participate in, ensure you are following a minimum 2-metre physical distance from the cyclist beside or in front of you
- Do not participate in any group activities (club/team) if you or any of the other group participants:
  - o Exhibit any COVID-19 symptoms including:
    - Fever
    - Cough
    - Difficulty breathing or shortness of breath
    - Chills
    - Sore Throat or difficulty swallowing
    - Runny, stuffy or congested nose (unrelated to allergies or other known causes)
    - Lost sense of taste or smell
    - Muscle Aches
    - Extreme tiredness
    - Any other symptoms as identified by health experts and the Ontario Government

<https://www.ontario.ca/page/covid-19-stop-spread#section-0>
  - o 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:
  - o 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.)
- **Ensure you have completed your ONTARIO CYCLING ASSOCIATION ACKNOWLEDGEMENT, RELEASE, INDEMINITY AND ASSUMPTION OF RISK REGARDING COVID-19 (must be completed by member and parent/legal guardian if under 18) and submit copies to your club/team for confirmation**
  - o [Adults \(18 Years of Age and Older\)](#)
  - o [Minors \(Under 18 Years of Age\)](#)

### **Preparation for your activity:**

- Wash your hands with soap and water prior to going out for any cycling activity
  - o 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, do this by covering your mouth and nose with your arm/sleeve, turning away from others, and make certain 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
- 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 are aware of and following your club/team's approved Risk Management Plan for activities
- Do not loiter after your activity
- Limit your early season rides to a smaller radius to avoid being too far from your starting point

**While participating in your sanctioned activity:**

- Keep a MINIMUM distance of 2 metres from other individuals at all time.
  - o 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 sanctioned activity:**

- Return home after your activity
- Ensure you wash your hands or use appropriate hand sanitizer to disinfect your hands 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:
  - o Contact Telehealth Ontario and follow all instructions as provided
  - o Contact the club to notify them of any symptoms or pending/confirmed test results

*The OCA has taken steps to ensure this policy has been reviewed by medical professionals with knowledge of cycling activities.*



## Ontario Cycling Association Progressive Return to Cycling Policy PART 2A - OCA Affiliated Clubs & Teams

*The below are guidelines for all OCA affiliated clubs & teams to review prior to launching any in-person activities. These items are baseline guidelines and 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.*

**Ontario Government COVID-19 website**  
<https://covid-19.ontario.ca/>

### **Steps for Clubs/Teams**

#### **Preparation for your sanctioned activities:**

- Ensure ALL planned activities meet the most recent guidelines and recommendations of medical experts and the provincial and local government authorities including:
  - o Adherence to facility requirements and protocols
  - o Physical distancing requirements
  - o Congregating groups are not permissible before, during, or after an activity
  - o Maximum allowable group sizes
    - **MAXIMUM of 10 people (UPDATED AS OF JULY 09)**
- 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
- ***Ensure you have collected an ONTARIO CYCLING ASSOCIATION ACKNOWLEDGEMENT, RELEASE, INDEMNITY AND ASSUMPTION OF RISK REGARDING COVID-19 for each 2020 member prior to their participation in any club/team activity (must be completed by member and parent/legal guardian if under 18).***
  - o [Adults \(18 Years of Age and Older\)](#)
  - o [Minors \(Under 18 Years of Age\)](#)
- ***These waivers can be completed by the member online at the links above. They will receive an electronic copy once completed and this must then be provided to the club/team prior to allowing any member to participate in a sanctioned club/team activity.***
- Ensure all members, including Team Managers, Club Directors, Coaches, and Ride Leaders are aware on the symptoms associated with COVID-19 including, but not limited to:
  - o Fever
  - o Cough
  - o Difficulty breathing or shortness of breath
  - o Chills
  - o Sore Throat or difficulty swallowing
  - o Runny, stuffy or congested nose (unrelated to allergies or other known causes)
  - o Lost sense of taste or smell
  - o Muscle Aches
  - o Extreme tiredness
  - o Any other symptoms as identified by health experts and the Ontario Government

<https://www.ontario.ca/page/covid-19-stop-spread#section-0>
- Develop a process to limit registrants of an activity to the amount allowed (pre-registration). This will also help with contact tracing.
- Remind members to wash their hands prior to the activity and to disinfect their equipment both prior and post activity
- Continue to update your members frequently 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:**

- Confirm your Ride Leader knows exactly who has registered for the activity
- Equip Ride Leaders with PPE equipment (disposable gloves, mask or appropriate face covering, first aid kit, hand sanitizer) to prepare them for any potential injury or mechanical situation.
- Encourage all activity participants to bring their own hand sanitizer, gloves, and/or face masks.
- Communicate all hygiene measures in advance to activity registrants
- Keep a record of all participants in each activity. This may become necessary for contact tracing should an infected individual participate in an activity
- Ask members under the age of 18 for written consent from a parent/guardian authorizing them to participate in the club/team's activity. This consent should be in writing (via email) to the club/team & OCA
- 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 asking for an electronic copy of their membership or confirming through your club's 2020 CCN member registration list
- Confirm each participant has submitted the COVID-19 Waiver and Assumption of Risk
- 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 COVID-19 Assessment Tool prior to contacting telehealth Ontario or a medical professional for their next steps.

**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](#) to see if you should consult your appropriate medical professional or Telehealth Ontario.**

**Telehealth Ontario: 1-866-797-0000**

#### **During your sanctioned activity:**

- If meeting on the street or in a parking lot, require vehicles to be parked at least one spot apart from each other
- No congregation of participants/parents in gathering areas should occur
- Make sure all participants do a bike maintenance check before departing
- Remind participants:
  - o DO NOT share food, water or equipment
  - o Maintain a minimum 2-metre physical distance from one another at all times during the activity, including when approaching a stop or passing
    - 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
  - o If at any point you are not feeling well or comfortable on the ride to let your Ride Leader and fellow riders know IMMEDIATELY
  - o DO NOT spit or clear airways outwardly
  - o If you must sneeze or cough, this should be done into your arm/sleeve only
  - o DO NOT take any undue risks
- Limit your rides to a smaller radius to avoid being too far from your starting point
- If riding two abreast, ensure that the minimum required 2 metres distance apart from one another (both side and behind/in front) can be achieved during the activity at ALL times

#### **In Case of Injury or Mechanical or Participant becoming Symptomatic**

- 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 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.

**After your sanctioned activity:**

- Remind participants that they should 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:
  - o Recommending the individual seek medical attention and follow Public Health Guidelines for the area
  - o Contacting other members who have been at an activity with the individual
    - Consider personal privacy of the individual when contacting other members
  - o Suspending club activities for those individuals who have been in contact with the individual



**Ontario Cycling Association  
Progressive Return to Cycling Policy  
PART 2B - OCA Affiliated Clubs & Teams – Grassroots ITT**

*The below are guidelines for all OCA affiliated clubs & teams to review prior to launching any grassroots Individual Time Trial (ITT) activities. Any ITT activity should also take into account the guidelines found in Part 2A – OCA Affiliated Clubs & Teams as it pertains to the structure of an activity to limit risk and the safety precautions if there is a mechanical or injury during an activity. These are baseline guidelines and clubs & teams may implement stronger measures to assure they are meeting the Ontario Government and Ontario Public Health and local health unit recommendations and requirements during the COVID-19 situation.*

**Ontario Government COVID-19 website**  
<https://covid-19.ontario.ca/>

Grassroots ITT activities that are managed by the affiliated club/team 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
    - This is to ensure the club/team can track how many people have registered and split participants into groups and assign appropriate start times.
  - Non-Contact Timing & Online Results
    - Riders should not be 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 starters
    - Provide enough time between riders to limit potential passing
  - Fastest Participant Goes First



- Faster riders should start first to limit the chance of passing riders along the route.
  - 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 taken.
- All of the above items are in addition to the regular requirement of notifying the OCA of:
  - The date/day of the week the activity takes place
  - Estimated start/finish time for the activity
  - Course map (required for all ITT)

### 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** form to the host club/team (preferably by emailing them the PDF version of the form)
  - [Adults \(18 Years of Age and Older\)](#)
  - [Minors \(Under 18 Years of Age\)](#)
- Clubs/Teams should remind members that if they are experiencing any symptoms of COVID-19 that they should NOT be participating in the activity and to get tested and/or self-isolate. Symptoms can include, but are not limited to:
  - Fever
  - Cough
  - Difficulty breathing or shortness of breath
  - Chills
  - Sore Throat or difficulty swallowing
  - Runny, stuffy or congested nose (unrelated to allergies or other known causes)
  - Lost sense of taste or smell
  - Muscle Aches
  - Extreme tiredness
  - Any other symptoms as identified by health experts and the Ontario Government

<https://www.ontario.ca/page/covid-19-stop-spread#section-0>
- The maximum # of participants per group cannot exceed the provincial guidelines at the time of publication.
  - A group is considered anyone actively involved with the activity including:
    - Athletes/Para-Athletes
    - Starters & Timers
    - Marshals
    - Coaches

- Volunteers
  - Etc.
- The maximum # of participants rules includes any gatherings/congregation at the beginning or end of the activity.
- To help ensure that clubs/teams do not surpass the maximum allowable # of participants, clubs/teams 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 dictate how staggered 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.
  - Again clubs/teams should factor in that starters, marshals and timers are considered part of a group so they must be counted for each of these groups.
  - 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 in ensuring the group size does not surpass the allowable number by the province.
- 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 all riders to arrive no more than 5-10 minutes prior to their estimated start time.
  - It is strongly recommended that clubs/teams consider having different meetings areas for each group to ensure that riders from a previous group don't have any 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 still be communicated to the Ontario Cycling Association as soon as possible by completing the [OCA Injury Report Form](#)