

Practice Gym Information for Waconia Basketball Association Includes Additional COVID-19 Procedures

Please review these policies for our rental agreements regarding the use of gym spaces. We rent gym space and it is important that you only utilize the gym space during your scheduled practice time.

Parents/Coaches - please review all of these items with your players prior to practice. In addition, please review our COVID-19 Resource page on our website: www.waconiabasketball.com/covid19.

All Facilities:

- Prior to practice, complete the Health Check, which is located on our website listed above.
- Masks are required as you enter/exit the building/gym, and when you are on the court for all participants. (If you need a medical exemption, please reach out to the WBA Board to see if one is available - board@waconiabasketball.com.)
- Do not just drop your player off and leave. Please wait to make sure they get into the building after the prior team has left.
- No parents/spectators inside the building. Wait in your vehicle.
- All participants should use hand sanitizer upon entering and exiting the gym.
- Maintain social distancing as much as possible when not on the court.
- Stay on your court, do not go to other courts.
- No water fountain use. Bring your own water bottle. Water only. No food, Gatorade or PowerAde.
- Each player will need to bring his/her own basketball.
- Players/coach bags must be 6 feet from each other.
- Clean up after yourself! Water bottles, garbage, etc. Leave the gyms cleaner than when you arrived.
- When the snow arrives, make sure your players leave their wet or snowy shoes/boots outside the gym. Please do not allow players to create unsafe wet courts by walking in the gym with wet shoes/boots.
- Coaches are to stay with all players until they have been picked up. We do not want to leave players alone in a building ever! Coaches are responsible for players until they are picked up.
- Coaches should ensure the RSVP feature in SportsEngine is updated for every practice. This will be used in the event we need to contact trace.
- Coaches - many locations have asked that if there is a team practicing prior to your team to wait outside the building/gym until the previous team exits. This is a great time to use the Chat/Message feature in SportsEngine. When it is time to enter, you message your team. This also means that when you are the team leaving, please make sure your players get out of the gym ASAP so the next team can get into practice.
- If for some reason, a building is not open and it should be, the head coach should call Jodi at 952-239-8506.

Trinity Lutheran Church & School Gym (601 E 2nd St, Waconia, MN 55387):

- Use the school entrance on the north side of the building (Door C) and proceed directly to the gym down the hallway to the right. (Do not walk around the school!)
- The entrance doors will be set to unlock electronically 15 minutes prior to your session but do not enter prior to 5 minutes before your start time.
- There are two gyms that we will be utilizing. If you are waiting for the gym, please wait together, with your team (with your mask on). Get your equipment on (shoes, etc). For teams that are ending practices, please go to the hallway to remove your equipment, so your coach can clean and the next team can get in the gym to practice.
- The gym curtain can be lowered and raised – the key is on the long lanyard and stays in the wall. Please do **not** permit players to operate the curtain and hoops, only coaches should be doing this. If the key is held in the up or down position after it has completed its cycle, damage to the switch can result. A second key hangs behind the door in the coaches' office should the first one be missing.
- In the case of a heart-related emergency, the closest Automated External Defibrillator (AED) is located out the south gym hallway, toward the southeast corner.
- After every practice, run the large dust-broom located in the gym across the floor.
- After every practice, there is a disinfectant bottle along with paper towels for coaches to wipe down the door handles, light switches, wall keys - any hard surface that was touched.
- To clean up spills, only use the cleaning agents provided in the coaches' office window. The use of other products may damage the floor's finish. Notify Jodi if a special clean-up is needed.
- Please be sure all lights get turned off and any equipment gets returned to storage when done.
- The outside entrance will be set to lock electronically after your practice is done.

Safari Island Field House (1600 Community Dr, Waconia, MN 55387):

- Enter the building through the front door of Safari Island.
- Exit the building through door 4 (D4). This is the outside door facing Community Drive and is off of Court 2. Do NOT go back through Safari Island to exit through the main front doors. D4 is labeled from the outside. Please pick your player up here.
- Do not wander the building.
- There are four gyms that we will be utilizing.
- Do not enter the building prior to 5 minutes before your practice start time.
- No medical exemptions are allowed for masks. Must be worn at all times.

Cologne Community Center (1211 Village Parkway, Cologne, MN 55322):

- Use the main entrance (south side of building).
- Doors will open automatically before your practice session.
- There is only one gym, which means one team at a time is practicing. If there is a team practicing prior to you, wait outside of the building until the previous group exits the building.
- Restroom is available if needed.
- Players use the east end bleachers only.
- At the end of each practice:
 - Coach will need to sanitize the bleachers and door handles. Spray/rags will be provided.
 - Coach will need to check the bathrooms to ensure all toilets/urinals have been flushed.
 - Coach will turn the gym lights off.

Mayer Lutheran Field House (305 5th St NE, Mayer, MN 55360):

- Use the north entrance for easy drop off and pick up. There are more parking spaces available on the west side of the building.
- There are multiple gyms, and multiple teams practicing. As you enter, wait in the commons area, away from the gym area, and with your team, until the previous team has left the gym. Do not enter the gym until the team practicing on the court prior to you has left.
- While you are waiting to practice - get your practice equipment on (shoes, etc). When you are done with your practice, take your bags and go out into the commons area to remove your practice equipment. This will free up the gym quicker.
- Use restrooms adjacent to the concession stand.
- All lights will turn on/off automatically.
- The exterior doors and field house doors will be unlocked. There will be other activities throughout the day, so locking up will not be necessary.
- All athletes need to stay in the commons area and in the field house only. Do not walk around the school!
- Coaches - if you need to raise/lower hoops or curtains - below are the instructions (not for players):
 - For hoops:
 - Enter code: 4820
 - Click on "Backstops"
 - Click the # of the backstop (note: use the map which will show the number corresponding to each hoop)
 - Click down or up
 - For curtains:
 - Enter code: 4820
 - Click on "Curtains"
 - Click the # of the backstop
 - Click down or up

St. John's School (109 1st St NW, Young America, MN 55397):

- Use the main entrance.
- Coach will have the key to open the facility. Coaches - unlock the doors for your players only and lock the door after all of your players are in attendance. The doors should be locked at all times - even if there is a team practicing after you. The coach for the second team practicing will unlock the door for their team.
- There is only one gym, which means one team at a time is practicing. If there is a team practicing prior to you, wait outside of the gym (with your mask on) until the previous group exits the gym.
- Do not wander the building. Go from outside directly to the gym.
- Coaches please turn lights off when you are done practicing and ensure that you have locked the door when leaving.
- If something happens to be set up in the gym, please put it back the way it was found.
- No medical exemptions are allowed for masks. Must be worn at all times.