



Team Check-In Checklist

1. Before you go, review all key information:
 - a. [Know Before You Go Call Recording - Eastern Synchro Sectionals](#)
 - b. [Know Before You Go Slide Deck – Eastern Synchro Sectionals](#)
 - c. [COVID-19 Protocol for Synchronized Skating Qualifying Competitions](#)
 - d. www.easternsynchrosectionals.com
2. Prepare your team with appropriate masks.
 - a. N95, KN95, or a surgical mask plus an additional layer (such as a cloth mask or additional surgical mask) must be worn throughout the facility.
 - b. The only exception will be for skaters who are on the ice or in off-ice warm-up who may wear a single layer surgical or cloth mask.
3. Create a cover sheet with your competition roster information.
 - a. Team Name - Level
 - b. Skater names as they appear on your competition roster in EMS sorted by last name.
 - c. Date of departure (for the whole team if the same OR for each skater)
 - d. Any unique notes for your skaters such as cross skaters with earlier arrivals.
4. Collect COVID-19 test results prior to departure for the competition from all skaters.
 - a. PCR or NAAT test within 3 days of departure.
 - b. Antigen test within 1 day of departure.
 - c. If a skater tested positive within 11 and 90 days, they may use their positive test result or letter from doctor in place of a negative test result.
 - d. In the event of a positive test result, complete the [COVID-19 Response Questionnaire](#).
5. Collect signed [Eastern Synchro Sectionals Attestation Forms](#) from all skaters.
6. Compile test results and attestation forms.
 - a. Keep test results separate from attestation forms. Attestation forms will be collected by the competition. You will keep your test results for your records.
 - b. Each should be organized in alphabetical order by last name.
7. OPTIONAL: Submit your test results and, if possible, attestation forms prior to registration for verification via the [Test Result Upload Form](#).
 - a. This step may be skipped and you can just present all items upon check-in at the registration desk.
 - b. Please still plan to bring copies of your test results and attestation forms at the time of check-in as back-up, even if you do submit the form.
8. Arrive to the arena with...
 - a. Appropriate mask
 - b. Compiled copies of test results and attestation forms with cover sheet



Coach & Team Personnel Check-In Checklist

1. Before you go, review all key information:
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 - b. [Know Before You Go Slide Deck – Eastern Synchro Sectionals](#)
 - c. [COVID-19 Protocol for Synchronized Skating Qualifying Competitions](#)
 - d. www.easternsynchrosectionals.com
2. Assure you have the appropriate masks
 - a. N95, KN95, or a surgical mask plus an additional layer (such as a cloth mask or additional surgical mask) must be worn throughout the facility.
3. Verify you have completed all required compliance items for your role (such as Background Checks and SafeSport™ Training) and download a copy of your compliance card from Members Only.
4. Produce COVID-19 test results prior to departure.
 - a. PCR or NAAT test within 3 days of departure.
 - b. Antigen test within 1 day of departure.
 - c. If you tested positive within 11 and 90 days, bring your positive test result or letter from doctor in place of a negative test result.
 - d. In the event of a positive test result, complete the [COVID-19 Response Questionnaire](#).
5. Complete the [Eastern Synchro Sectionals Attestation Forms](#).
6. Arrive to the arena with...
 - a. A form of ID
 - b. U.S. Figure Skating Compliance Card (for back-up)
 - c. Copy of your test result
 - d. Signed attestation form
 - e. An appropriate mask to wear in the facility at all times



Spectator Arrival Checklist

1. Before you go, review all key information:
 - a. [COVID-19 Protocol for Synchronized Skating Qualifying Competitions](#)
 - b. www.easternsynchrosectionals.com
2. Assure you have the appropriate masks
 - a. N95, KN95, or a surgical mask plus an additional layer (such as a cloth mask or additional surgical mask) must be worn throughout the facility.
 - b. Children under the age of 2 are not required to wear a mask per CDC guidance.
3. If you are a spectator traveling to Norwood (regardless of age or vaccination status) and/or staying in a hotel room with a team or member(s) of a team, you must produce one of the following prior to departure with your team/skater:
 - a. PCR or NAAT test within 3 days of departure.
 - b. Antigen test within 1 day of departure.
 - c. If you tested positive within 11 and 90 days, bring your positive test result or letter from doctor in place of a negative test result.
 - d. In the event of a positive test result, please contact a member of your team leadership.
4. If you are a spectator arriving at the arena independently of a team/skater, you must produce one of the following:
 - a. PCR or NAAT test within 3 days of departure.
 - b. Antigen test within 1 day of departure.
 - c. If you tested positive within 11 and 90 days, bring your positive test result or letter from doctor in place of a negative test result.
 - d. Proof of up-to-date vaccination, this option is only available for persons not traveling or sharing a hotel with a team/skater. Please note that up-to-date means that if you are eligible for a booster, you must have received a booster.
 - e. In the event of a positive test result, you will not be permitted to enter the facility.
 - f. There is no age exemption to this requirement, all must be able to produce one of the above.
5. Arrive to the arena with...
 - a. A form of ID
 - b. Copy of your test result
 - c. An appropriate mask to wear in the facility at all times
 - d. If applicable, confirmation of any pre-ordered tickets
6. Upon your first arrival to the facility, visit the ticketing desk inside the main spectator doors to the arena and provide them with the items listed above.
 - a. If you are staying at the competition for multiple days, you will be provided with an access pass that shows your test results have already been verified. Instead of providing your test result every time you access the facility, you will be able to show this card with your ID instead!