



## 2020-2021 MINNESOTA STATE HIGH SCHOOL LEAGUE

### Event and Facility Management Guidance and Information

This Event and Facility Management is based directly on guidance from the Minnesota Department of Health and the Minnesota Department of Education.

Documents used in the creation of this Guidance and Information:

- *Guidance for Minnesota Public Schools: 2020-2021 School Year Planning* document. Located at: [Minnesota Department of Education](#)
- [Guidance for Safe Celebrations and Events](#)
- [COVID-19 Sports Guidance for Youth and Adults](#)
- [Safe Learning Plan](#)

Member Schools have the right to enact more restrictive limitations for their events and venues.

#### Definitions used in this document:

- **Participants** include athletes, performers, competitors, student workers, and coaches/advisors.
- **Spectators** include anyone present who is not a participant.
- **Event** includes all indoor sports, concerts, plays, competitions, performances and any other similar events that have spectators.
- **Instruction** means any use by students or staff during the school day, including music education classes, physical education classes, meal service, and childcare before and after regular instruction.
- **School Facility** includes any facility used by students for instructional purposes.
- **Non-School Facility** includes any facility owned by an entity other than a school and is not used for instructional purposes.

Spectator Management	<ul style="list-style-type: none"><li>• Spectators must be separated from the competition by a minimum of 12 feet.</li><li>• Spectators must be separated by at least 6 feet between households/spectator groups</li><li>• For indoor events where 12 feet can't be maintained between participants and spectators, participants must be included in the total capacity count.</li></ul>
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	<ul style="list-style-type: none"> <li>• If spectators and participants can be clearly separated by at least 12 feet, then participants do not need to be included in the total capacity count.</li> <li>• Spectators are only allowed at official competitions or events.</li> <li>• Schools must extend arrival times for longer than their typical duration to minimize the congregation of spectators waiting. They must establish staggered admission-times, entry-times and durations to minimize overlap and congregating of spectators at choke-points (e.g. access points, security check-points, admission areas, concession areas).</li> <li>• <b>Indoor Events:</b> <ul style="list-style-type: none"> <li>○ Mask use is required by all spectators at all indoor events</li> </ul> </li> <li>• <b>Outdoor Events</b> <ul style="list-style-type: none"> <li>○ Spectators must wear masks when entering or exiting the facility and when social distancing is not possible</li> <li>○ Mask use for all spectators is highly recommended at all times.</li> </ul> </li> </ul>
<b>Spectator Capacity</b>	<p><b>Indoor Events at School Facilities:</b></p> <ul style="list-style-type: none"> <li>• School districts and charter schools must require advanced reservations and/or ticketing (e.g. on-line, app-based, email, will-call). Walk-ins, impromptu purchases or admittance will not be allowed.</li> <li>• All attendees at an indoor event must be registered in advance with name, email and/or phone number.</li> </ul> <p><b>Indoor attendance capacity at school facilities is the <u>lesser</u> of:</b></p> <ul style="list-style-type: none"> <li>○ 2 spectators per participant</li> <li>○ 25% of the venue capacity or</li> <li>○ 250 attendees</li> </ul> <p><b>Indoor attendance capacity at non-school facilities:</b></p> <ul style="list-style-type: none"> <li>• Attendance is the lesser of: <ul style="list-style-type: none"> <li>○ 25% of the venue capacity or</li> <li>○ 250 attendees</li> </ul> </li> </ul> <p><b>Outdoor attendance capacity:</b></p> <ul style="list-style-type: none"> <li>• Attendance is the lesser of: <ul style="list-style-type: none"> <li>○ 25% of the venue capacity or</li> <li>○ 250 attendees</li> </ul> </li> </ul>

Concessions	<ul style="list-style-type: none"> <li>• Concessions are not recommended at school events. If concessions are to be offered, they must follow all appropriate guidance.</li> <li>• Concession stands must have a COVID-19 Preparedness Plan.</li> <li>• <a href="#">Minnesota Food Code Minnesota Food Rules 4626</a></li> </ul>
Game/Event Personnel	<ul style="list-style-type: none"> <li>• Essential game/event personnel include: Team members, game officials, and site staff (including ticket-takers/sellers, administrative supervision from both schools, certified medical personnel, announcer, official scorers, and score board operators, etc.) do NOT count toward the maximum number of occupants if they remain separate from the spectator community. Game/event personnel should be limited to the extent possible.</li> <li>• Game/event personnel should wear masks and be socially distanced.</li> <li>• See sport specific guidelines for additional information on game/event personnel.</li> </ul>
Officials	<ul style="list-style-type: none"> <li>• Officials should arrive dressed for game and bring their own water.</li> <li>• See sport specific guidelines for additional information, including recommendations and requirements on masking.</li> </ul>
Band	<p><b>Outdoor Events Only:</b></p> <ul style="list-style-type: none"> <li>• Pep bands sitting in stands count toward the 250 maximum spectators. Social distancing guidelines must be followed.</li> <li>• A marching band performing a halftime show on the field does NOT count toward the maximum number of spectators; they must enter the facility shortly before their performance and leave immediately after the performance. If they sit in the spectator bleachers before or after their performance, they DO count toward the maximum number of spectators. Pep Band members need to maintain 6 feet of social distance from one another (9 feet for trombones). The Pep Band needs to be at least 12 feet away from other spectators. It is possible that facilities may not have room to accommodate the participation of bands.</li> </ul>
Non-Contest Exhibitions or Performances	<p><b>Outdoor Events Only:</b></p> <ul style="list-style-type: none"> <li>• Groups that perform at halftime that are not part of the contest do NOT count toward the maximum number of spectators if they only enter the facility to perform and then leave the facility.</li> <li>• If group members sit in the stands before or after their performance, they DO count toward the maximum number of spectators.</li> </ul>

Cheer	<b>Outdoor Events Only:</b> <ul style="list-style-type: none"> <li>• Official members of a school's cheerleading squad in uniform are part of the essential game personnel and do not count toward the maximum spectator capacity.</li> <li>• Cheerleaders should remain away from game spectators and participants. For example, they should cheer from the sidelines, and not the aisles of the bleachers.</li> </ul>
Media	<b>Indoor Events:</b> <ul style="list-style-type: none"> <li>• Media members count toward 250 (or 25%) spectator count.</li> <li>• Recommended: <ul style="list-style-type: none"> <li>• Up to one streaming provider with essential personnel only.</li> <li>• Two radio broadcast stations. (No more than one per school/team.) (Preference given to registered MSHSL Radio Partners and Community Media Systems)</li> <li>• Two print media. (No more than one per school/team.) To include no more than one reporter and one photographer. (Preference given to those with longstanding coverage of the school and team.)</li> </ul> </li> </ul> <b>Outdoor Events:</b> <ul style="list-style-type: none"> <li>• Media members count toward 250 (or 25%) spectator count.</li> <li>• Number of official media is determined by the host site.</li> <li>• Interviews with coaches and participants must be done virtually.</li> <li>• Media members at MSHSL events are expected to fulfill a "pool" role and share gathered materials from the venue with other media.</li> </ul> <p><i>Additional guidance regarding communicating with site supervisors, locations, masking etc., can be found in the Media Guidance document.</i></p>
Coaches	<ul style="list-style-type: none"> <li>• Coaches must be under contract and have met hiring requirements of the school (background check, etc.) and have met all MSHSL Coaching Requirements.</li> </ul>
Medical	<ul style="list-style-type: none"> <li>• Certified medical personnel should be available.</li> <li>• Schools should limit medical personnel whenever feasible.</li> <li>• The number of medical personnel should not exceed the number that has been used in past years.</li> </ul>
Locker Rooms	<ul style="list-style-type: none"> <li>• The use of locker rooms should be avoided to the extent possible.</li> </ul>

	<ul style="list-style-type: none"> <li>○ Locker room use may be provided for teams traveling long distances.</li> <li>○ If locker rooms are used, only members of a pod should use the locker room together.</li> <li>○ Locker rooms should be used for restroom use and dressing. Showering should not take place.</li> <li>● Locker rooms should be used only pre-game and post-game. (No half time use of locker rooms.)</li> </ul>
<b>Restrooms</b>	<p><b>Outdoors:</b></p> <ul style="list-style-type: none"> <li>● Teams should have their own porta-potties.</li> <li>● Porta-potties should be distanced to avoid congregating.</li> </ul>