



**Brandywine
Robotics, Inc.
COVID-19 Health
& Safety Plan For
Eastern PA Events**

2021-22 Season

Introduction

This document is intended to guide participants of Brandywine Robotics, Inc. DBA: Vexmen (event partner) on our in person competition event requirements for the 2021-22 robotics season during the COVID-19 Pandemic.

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Primary COVID Point of Contacts

The primary point of contact for all questions related to COVID-19.

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General Considerations

- Participation in this event is voluntary
- A participant is defined as any person attending this in person event. This includes and not limited to volunteers, students, mentors, judges, refs, RECF officials, etc.
- All participants must follow this Health & Safety Plan
- All participants must follow PA Department of Health, CDC requirements and guidelines, Chester County and Downingtown Area School District COVID-19 Requirements
 - Ex: Adhere to hand hygiene, respiratory hygiene, and cough etiquette (e.g., cover nose and mouth when coughing or sneezing, dispose of tissues in waste receptacles).
 - Ex: Wash hands with soap and water for at least 20 seconds as frequently as possible or use hand sanitizer if soap and water are not available
- While there is still an inherent risk of infection for those participating, everyone in attendance should be actively working toward decreasing the risk of transmission to others
- Communicate all health and mental concerns with your parents / guardians immediately
 - If you parents / guardians are not immediately available, share your concerns with your mentors
- The events will be scheduled to ensure adequate time for all participants to arrive and leave on time and/or on a staggered schedule. As a result, everyone should arrive and leave at the scheduled time to avoid overlap in groups.

General Information

- Events will be held at:
 - Downingtown Area School District (DASD)
Marsh Creek 6th Grade Center
395 Dorlan Mill Rd.
Downingtown, PA 19335
- After entering thru the main gym / cafeteria doors, restrooms are located down the hallway and to your right.
- There will be concessions at the event
- Food & Drinks are allowed at the event
 - Cannot be shared with other participants
 - Must stay in you pit area or designated volunteering area
 - While drinking only, lift your mask to drink, no removing mask
 - While eating only, you can remove your mask
- In the event of an emergency there are numerous emergency exits & fire extinguishers
 - First aid kits are located at the check in / registration and tournament manager tables
- Adult mentors and organization representatives are responsible for student safety and conduct at all times
- All participants are responsible for keeping areas as clean as possible
- All teams are responsible for keeping their pit area clean and organized for safety and easy repacking after the event
- There will be NO practice fields or practicing on skills or competition fields unless it's approved by the Event Partner and/or Head Ref

- Participants should not carpool; if unavoidable, limit to members of the same household. If this is not possible all participants should try to use facemasks while carpooling
- The event partners WiFi secured network is only for event partner use
- Participants can use the DASD Guest Free Wifi
 - Bandwidth may be limited due to the number of participants at the event
- The event space is large
 - Wear comfortable closed toe shoes, you will be required to walk from the cafeteria to/from the gym
 - You may wish to bring a hand truck, dolly, robox, etc. to bring in your robot & equipment in from your car
 - Plan accordingly, it may take you approx. 1-2 minutes to get to your destination

Before / After the Event Procedures

- Participants must clean individual personal equipment (laptops, cords, etc.) and clothing prior to and after the event.
- Participants must clean all team/shared equipment before and after the event
- Participants should arrive prepared to go and avoid congregating before an event

Before Event Screening Procedures

- Vaccinations are not required
- Any participant who is experiencing COVID-19 symptoms 48 hours prior to the event cannot attend
- Any participant who believes they may be sick cannot attend the event
- No participant who tests positive for COVID-19 (and any variants) on or after January 16th may attend this event
- No person who has had close contact with someone who has tested positive for COVID-19 (and any variants) on or after January 16th may attend this event.
- If a team is unable to attend the event, please notify the Event Partner as soon as possible

After Event Screening Procedures

- If anyone tests positive for COVID-19 who was at an event within 5 days, notify the Event Partner and appropriate notification will be initiated

During Event - Plan if Participant Falls Ill

Mentors:

- Will monitor participants for symptoms during the event
- If a student falls ill, mentors will communicate via call / text / email with parents and the primary COVID-19 point of contacts
- Any participant who is ill, must be sent home immediately

In the case a participant at the event has a probable or confirmed case of COVID-19, the event partner will implement the protocols below:

- Secure and decontaminate the affected areas by:
 - Closing off areas visited by the person who is a possible or confirmed case of COVID-19
 - Opening outside doors and window and if possible, use ventilation fans to circulate air in the area
 - Waiting at least 24 hours, or as long as practical, before cleaning and disinfecting the affected area
 - Cleaning and disinfecting all shared areas such as bathrooms, tables, etc. used by the sick participant
- Identify others who were in close contact with a person with probable or confirmed case of COVID-19 from the period 48 hours before symptom onset to the time at which the participant isolated. Notify other participants who were in close contact with the confirmed individual while maintaining confidentiality as required by the Americans with Disabilities Act (ADA).

- Promptly notify others who were in close contact of any known exposure to COVID-19 at an event, consistent with applicable confidentiality laws

Capacity Limit

- Indoor event capacity is based on the fire code occupancy limit
- Note: It would be appreciated if attendees are kept to a bare minimum

During Event - General Procedures

- Participants can bring their own water bottles to the event
- Fixed water fountains are not to be used
 - No hydration stations can be used
 - No sharing through disposable cups
- Food is allowed inside
- Activities that increase the risk of exposure to saliva should not be permitted including chewing gum, spitting, licking fingers, and eating sunflower seeds
- While at an event, all participants must always wear a facemask that covers the nose and mouth
 - Face shields are optional, but are recommended
 - Teams should consider face shields as safety glasses can fog up with masks on
 - At this time face mask exemption are not allowed
- Should a participant need a mask break, they can go outside for a break
- Events will be structured in a way to maintain the appropriate social distancing
 - Ex: Fields, pits, tables, etc. will be at or above social distancing requirements
- Event entrance is limited to:
 - Parents, volunteers, organization representatives, RECF officials, all students and invited guests only
 - The event is closed to the general public
- Each team must have at least 1 adult mentor and/or organization representative
 - 1 adult mentor and/or organizational representative can be one for 1 team and/or organization
- If the team does not have an adult mentor and/or organizational representative, they may not enter the event
- For organizations with two or more teams in attendance, one primary representative from the organization may also attend
- Participants will practice social distancing at all times possible and do not congregate at entry ways, queuing tables, fields, tv monitors, projectors / screens, audience standing area or similar locations
- Mentors, volunteers and cleaning staff will clean and disinfect high-contact surface areas
- All participants should bring your own hand sanitizer, disinfectant spray and/or wipes
- Participants should remain in their pits, volunteer area, audience area, etc. as much as possible
- The event partner will try to live stream the event (not guaranteed)
 - See Vexmen Youtube [Site](#) for additional details
- Teams are not allowed to bring their own fields or field tiles, but they may bring their own goals / game elements for robot testing purposes
- Disinfectant spray & paper towels will be available at central locations
- Garbage cans / receptacles will be located in the bathrooms, registration desk and other key areas
- If any team has to scratch mid-event, please notify the Event Partner immediately

During Event – Check In / Registration

- During the check in / registration process, your RECF waiver and team registration will be checked
 - If you have not completed any of these, you will not be permitted entrance
- The teams adult mentor and/or organizational representative must be present at time of check in
- Once checked in, participants will be issued a wrist band that they must wear for the duration of the event

- Participants who go outside and return must have their wrist band to re-enter, if they do not have a wrist band, they will have to re-check in
- Wrist band may be color coded to designate
 - Full Day Volunteer, ½ Day Volunteer, Student, Mentor, etc.
- Teams will be given their pit table assignment

During Event – Pits

- Pit tables (cafeteria tables) will be spaced at far apart as possible
 - Teams will not share tables
 - Teams from the same organization will have pit tables near each other
- Each pit table (cafeteria tables) will have seating for at least 5 people
 - A very limited quantity of additional chairs are available
- Hand sanitizer may be provided for each pit table
- Each pit may have a dedicated outlet for charging
 - Teams may bring in their own power strip
- There will be no unnecessary sharing of equipment
 - All team equipment and personal items will not be shared with another team unless it has been properly disinfected i.e. Parts, chargers, etc.
 - Participants are responsible for cleaning and disinfecting all shared equipment
 - Contact the Event Partner should you need additional equipment

During Event – Inspection

- Once a team is checked in, teams will head to a central inspection area (near the competition fields in the gym)
- Teams should try to limit the number of students coming to the inspection area
- Volunteers will try to occasionally disinfect the inspection area in between team inspections
 - This include competition switches, wires, inspection tools, etc.

During Event – Queuing

- Only drive team members are allowed to que
- There will be a designated spaces where teams must que
 - The designated space will be socially distanced from other teams

During Event – Qualification Matches & Fields

- Once all the teams are inspected, the qualification match schedule will be generated
 - Volunteers will hand out match schedules to the teams
- No unnecessary physical contact including shaking hands, fist bumps and high fives
 - Use thumbs up, saluting, etc. as alternatives
- All competition & skills fields will only be re-set by designated field re-setters
 - Field re-setters will periodically clean
 - Clean pre-load game elements
 - Clean competition switch cables
 - Game elements that students have touched
 - All game elements
- Students will NOT reset fields
 - After a match is fully scored, teams will “eject / ungrasp” any game elements in their robots possession and drive their robot to their driver station and then take their robot off the field
 - VRC - If this is not possible (broken robot), students will be allow to enter the field and pick up their robot, place it in their driver station, manually remove any game elements and place them on the floor in their driver station

- Do NOT place game elements back into the field, the field re-setter will clean and place the elements back in the field
- VRC Students will not enter / stand on the field tiles unless their robot is broken
- Assume that all the VRC fields will be raised 24"
 - Get your robot ready in the driver station and then place it into the field
- Assume that all IQ fields will be raised 18"
- If any game element goes outside the field, unless instructed by a referee or scorekeeper, students will leave it alone, the field re-setter will bring it back after the match is completed
- The Head Ref and Score Keepers may also act as field re-setters

During Event – Scouting

- Scouting is allowed at the event
- Scouts can view the competition fields from the audience area
 - Scouts may alternatively view the webcast, TV's & Projectors
- The vast majority of scouting for alliance selection conversations should occur near at the teams pit areas
 - Students will practice social distancing

During Event – VRC Skills

- VRC teams will run at least 2 skills run (driver and/or programming) each time they use a skills field
 - This will reduce the number of times field re-setters need to clean
- The skills scorekeeper and/or head referee will decide if you can do additional runs

During Event – End

- At the end of the event, each team will
 - Pack up / clean up their pit
 - Leave the hand sanitizer on the table
 - Throw away any garbage
- Participants will promptly leave the event
- At least 1 mentor must stay until all members of their team have left the event

During Event – Organizational Representatives

- Organizational representatives are allowed to be present

During Event – Failure

- Failure to follow this plan may result in warning thru immediate removal from the event
 - This will be at the discretion of the Event Partner
 - There will be COVID compliance monitors (not a medical professionals) wandering around the event making sure masks are being worn.
 - Note: Security guard(s) will present to ensure compliance

Other

- Local and state officials, first responders, security, & custodial staff are allowed unrestricted access to the event

References

1. [Vex Robotics COVID-19 Resources](#) – Continuously Updated
2. [CDC](#) – Continuously Updated
3. [Chester County Department of Health](#) – Continuously Updated
4. [PA Department of Health](#) – Continuously Updated
5. [DASD COVID-19](#) – Continuously Updated