

Laguna Woods Village | Conditional Reopening of Paddle Tennis Facility  
Effective: September 14, 2020 | Updated December 14, 2020 | Expiration Date: TBD

## **BACKGROUND**

On March 4, 2020, the Governor of the State of California declared a State of Emergency as a result of the threat of COVID-19. Subsequently, on March 19, 2020, the governor issued Executive Order N-33-20, which ordered all state residents to stay in place and identified certain essential functions that could remain operational. Additionally, the order stated that individuals must adhere to strict social distancing guidance.

On May 18, 2020, the American Platform Tennis Association (APTA) issued COVID-19 Safety Recommendations for Platform Tennis developed with the assistance of medical professionals who play platform tennis. The APTA strongly recommends that all state and local guidelines be followed and normal paddle routines should be adjusted to mitigate the risk of spreading the virus. APTA issued Updated Covid-19 Safety Recommendations for Platform Tennis (7/21/20).

## **PURPOSE**

Safeguarding our community is of utmost importance. It is imperative that our community self-enforce and strictly adhere to the restrictions mandated by the federal, state and county governments.

This procedure is intended to reduce risk of exposure to the COVID-19 virus, but is not a guarantee of your safety. Residents should use their own good judgment in determining the amount of risk of exposure in using any shared facilities or amenities. Risk of exposure involves many factors out of the control of the Village corporations and management, including the compliance (or noncompliance) and safe/unsafe behavior of others using the same facilities or amenities.

## **SCOPE**

This procedure establishes formal guidelines for the conditional reopening of Laguna Woods Village paddle tennis facility effective May 27, 2020 (for residents only), and a procedure for operating the paddle tennis facility during the COVID-19 crisis in compliance with federal, state and county guidance, and other applicable rules and regulations.

The procedure reflects Centers for Disease Control and Prevention (CDC) advice that older adults and people of any age who have serious underlying medical conditions might be at higher risk for severe illness from COVID-19. Based on what we know now, those at high risk for severe illness from COVID-19 include people 65 years and older.

The paddle tennis facility manager, with support from the recreation and special events director, are responsible for these activities.

## **GENERAL PROVISIONS**

### **1. Applicability**

The paddle tennis facility will reopen to Laguna Woods Village residents only. No guests, nonplayers or spectators are permitted at the paddle tennis facility. APTA recommends playing with members of your own household and limiting play to members of a single club.

### **2. Hours**

Paddle tennis facility hours are from 7 a.m. to 9 p.m., Tuesdays, Thursdays and the first and third Saturday of the month. Available courts will vary each day due to courts being shared with pickleball. The online reservation system shows available courts for the specific sport. An on-site staff person will adjust the net to eliminate resident touch points. Additional hours may be added by paddle tennis facility management once conformance with this procedure, as well as federal, state, county and other applicable safety requirements, are evident.

### **3. Singles and Doubles Play Only**

Games are limited to singles and doubles matches only. Other forms of play that could lead to incidental contact and unwanted proximity are prohibited, including, but not limited to, social clinics, group lessons, tournaments and other types of events. Players must stay at least 6 feet apart from other players at all times.

### **4. Facilities**

The paddle tennis facility patio will remain closed. Management will adhere to best practices for implementation to remain in compliance with state, county and other applicable safety requirements.

### **5. Safety Requirements**

#### **a. Touch points**

All touch points will be eliminated.

#### **b. Social distancing**

Activity should always be in line with the federal government's advised social distancing measures (defined by the CDC as keeping 6 feet apart), including when arriving at and departing from a court.

#### **c. Face coverings**

Singles play: No mask required when playing

Doubles play: Masks are required when playing

#### **d. Hand washing**

Wash your hands with a disinfectant soap and water (for 20 seconds or longer), or use a hand sanitizer if soap and water are not readily available before going to the court. Players should wash or use hand sanitizer immediately after match is completed. Players should consider using hand sanitizer between games.

**e. Touching**

Adhere to CDC guidelines by not touching your face after handling a ball, paddle or other equipment. Wash your hands promptly if you have touched your eyes, nose or mouth. If you must wipe sweat off your face or scratch your face, use the upper part of your sleeve. Do not touch that portion of your sleeve with your hands. Individuals should refrain from shaking hands or making a high five.

**f. Towels**

Towels should only be touched after using hand sanitizer especially if being used to wipe your face. Otherwise, contamination from your hands will be transferred to your towel and then to your face.

**g. Sharing equipment**

Clean and wipe down your equipment, including paddles and water bottles. Do not share paddles or any other equipment such as wristbands, grips, hats and towels.

**h. Health**

Do not play if you are exhibiting any symptoms of the coronavirus: mild to severe respiratory illness with fever, cough and difficulty breathing, or other symptoms identified by the CDC; have been in contact with someone with COVID-19 in the last 14 days; or are a vulnerable individual. A vulnerable individual is an elderly individual and/or an individual with serious underlying health conditions, including high blood pressure, chronic lung disease, diabetes, obesity and asthma, and those whose immune system is compromised such as by chemotherapy for cancer and other conditions requiring such therapy.

**i. Nets**

Players should not touch nets. Staff will adjust nets after pickleball use.

**5. Completion of Play**

Upon completion of play, individuals must avoid post-play socializing and proceed directly to their car/cart and leave the immediate area to avoid congregating in the paddle tennis facility or parking lot.

**6. Wash Equipment**

APTA recommends that after playing, players should throw away the ball and place their contaminated paddle and water bottle into their bag to be sterilized once they arrive home by either washing with soap and water or alcohol. Alternatively, players can use a disinfecting bucket that will be on site for players to use to clean paddles. Head gear should not be used again for at least five days and should be stored in a location that will not contaminate other objects that you may touch within the next five days.

**PADDLE TENNIS PROVISIONS**

**1. Scheduling**

Court time will be scheduled in 1.5-hour increments with a 15-minute change-over break to ensure there are no congregations of individuals waiting to start as well as to maintain social distancing at the paddle tennis facility.

**a. Reservation times**

- I. 7 to 8:30 a.m.
- II. 8:45 to 10:15 a.m.
- III. 10:30 a.m. to noon
- IV. 12:15 to 1:45 p.m.
- V. 2 to 3:30 p.m.
- VI. 3:45 to 5:15 p.m.
- VII. 5:30 to 7 p.m.
- VIII. 7:15 to 8:45 p.m.

Scheduling may be adjusted by paddle tennis facility management as needed to satisfy safety requirements.

**2. Group Size**

Groups will be limited in size to four players. Players must stay at least 6 feet apart from other players at all times, including on the court, in between games and during time-outs. Social clinics, group lessons, tournaments and other types of events are prohibited.

**3. Distance Between Groups/Players**

Groups must adhere to 6-foot social distancing requirement at all times even when taking a break. Players must stay on their side of court. Avoid changing ends of the court.

**4. Reservations**

**a. Advance reservations**

Advance reservations required; no walk-ons permitted. Reservations can be scheduled 72 hours in advance online or by telephone. One reservation can be scheduled per day.

**b. Reservations by online system**

- i. Download the Kourts App on your smartphone from the App Store for iPhone or Google Play for Android devices.
- ii. Open the app, and click “Next” or “Skip” to scroll through the intro slides.
- iii. Click “Me” to log in at the bottom of the page (you will only need to do this once).
- iv. Choose “Connect with Email,” and input your email listed in the community directory.
- v. Click “Search” to view a list of community clubs once you are logged in. Note: If your facility of choice delivers a “Verify Membership” message, contact Recreation staff to adjust your profile.
- vi. Click the facility, and click “Filter” to define available reservation space.
- vii. Facility clicked **MUST** be the sport played.
- viii. Locate and click the time you wish to reserve.

- ix. Click **“Singles”** or **“Doubles.”**
- x. Enter in the names of players you are playing with.
- xi. Click **“Add Booking.”**
- xii. Confirmation of your reserved date and time will be sent via email.
- xiii. Click **“Bookings”** to cancel your reservation.
- xiv. Contact staff for assistance if you experience a registration system error:
  - o Peter; 949-597-4386; Monday – Friday 8 a.m. to 3 p.m.
- xi. Schedule a reservation 72 hours in advance for all courts.
- xii. Contact Recreation to prepare your profile for use if you are a new resident by calling 949-597-4273 or emailing [recreation@vmsinc.org](mailto:recreation@vmsinc.org).
- xiii. Visit <https://www.kourts.com/clubs/intro-video> for more information.

**c. Reservations by telephone**

Telephone reservations can be made by telephone 72 hours in advance Monday through Friday from 1 to 2 p.m. Call 949-268-2274 to schedule court time. Residents are encouraged to familiarize themselves with the Kourts online reservation system, as reservations by telephone will be phased out in the future.

**d. Resident identification number**

Each resident must have his or her resident identification number available when calling to schedule reservation.

**e. Communication with group members**

The resident scheduling the reservation is responsible for informing his or her playing partner player of the accurate name and time on the reservation for proper check in. Players unable to check in with proper information may lose their reservation.

**5. Paddle Tennis Facility Check-in**

Players must not arrive more than 5 minutes before reservation time. Upon arrival to the paddle tennis facility, confirm reservation with staff and go straight to the court. Both players in the group may be asked to show resident identification cards upon arrival to paddle tennis facility. Staff will monitor court use and resolve any problems.

**6. On the Court**

**a. Social distancing within group**

Players must adhere to 6-foot social distancing requirement at all times.

**b. Balls**

Although unlikely, it is possible that a ball can transmit the COVID-19 virus, as virtually any hard surface can transmit the disease. An extra precaution is required to keep safe when playing paddle tennis:

- i. Players must wash and sanitize the paddle tennis racquet per match. A disinfecting bucket will be on site for players to use to clean paddles.
- ii. Every player must bring own new ball and use that ball while serving.

- iii. Take one numbered ball; playing partner takes another numbered ball.
- iv. Proceed with play, making sure to pick up your ball only. Should a ball with the other number wind up on your side of the court, do not touch the ball with your hands. Use your paddle or feet to advance the ball to the other side of the court.
- v. At the end of the match, each player must throw away the used ball.

**c. Errant balls**

If a ball from another court comes to you, send it back with your paddle.

**d. Touch points eliminated**

All touch points associated with the paddle tennis facility must be eliminated.

- i. Gates  
Gates must remain open during operating hours.
- ii. Drinking fountains  
Drinking fountains will be turned off; players must bring own water.
- iii. Score tenders  
All score tenders will be taken off the courts to prevent touching; players must keep score verbally.
- iv. Other equipment  
Benches will be removed from courts; all common area chairs and tables will be removed.

**e. Other players' equipment**

Players should not handle other players' balls, paddles, towels or other equipment.

**f. Restrooms**

Players must wash hands with soap and water when entering and exiting restrooms. Adherence to 6-foot social distance protocol required.

**7. End of Play**

Players must proceed directly to their car/cart and leave the immediate area to avoid congregation in the paddle tennis facility or parking lot. Avoid post-play socializing. After playing, throw away the ball and put your contaminated paddle and water bottle into your bag to be sterilized by either washing with soap and water or alcohol once you get home. Head gear should not be used again for at least five days and should be stored in a location that will not contaminate other objects that you may touch within the next five days.