



COVID-19 EMPLOYER SAFETY PLAN [Phase 2]

BEFORE RETURNING TO THE POOL

BEFORE returning to practices:

1. All employees, contractors, and volunteers (together, “staff”) will be given and will be required to read the CDSC Illness Policy (Appendix A).
2. All staff will be required to read the CDSC Return to Swimming Plan and participate in a training session in regard to the CDSC Return to Swimming Plan.
3. Staff **must not come to the pool if:**
 - a. They don’t feel well or have shown symptoms of COVID-19 in the last 14 days;
 - b. Someone in their household has COVID-19 or has shown symptoms of COVID-19 in the last 14 days;
 - c. They have travelled outside of Canada within the last 14 days;
 - d. Someone in their household has travelled outside of Canada in the last 14 days.
4. Staff with underlying conditions that place them at risk or who live with people who are at risk **SHOULD NOT RETURN** to our program at this time.

[To determine if you or any of your home contacts are at risk, ask your doctor or visit <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/about-covid-19/symptoms>. For COVID-19 symptoms visit <http://www.bccdc.ca/health-info/diseases-conditions/covid-19>. For COVID-19 visit <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/priority-populations>].

CLUB SAFETY OFFICER

The Club has appointed Khosro Mansuri to act as Club Safety Officer. The Club Safety Officer will be responsible for keeping the Club up to date on provincial/federal regulations, Swim BC bulletins and other information on COVID-19, assisting in the education of swimmers/coaches/volunteers/parents in regard to COVID-19 safety measures and policies, enforcing the safety measures, and advising and assisting the Club in modifying the Return to Swimming Plan as regulations and public health directions change.

PRACTICE SCHEDULING AND PRACTICE STRUCTURE

1. Number of Participants: Based on current provincial health and facility load policies, a set number of swimmers and coaches per practice session will be identified and enforced.
2. Practice formats: Practices will be run in accordance with social distancing layouts, and utilizing techniques to minimize close interactions between swimmers, and between swimmers and coaches.
Examples: staggered starts, opposite ends, number of swimmers per lane, communication with swimmers, stations, markers visible to swimmers for start and stop points, (e.g., visible spacing marks on pool deck, on lane ropes, etc.), coaches on both ends of the pool if feasible.
3. Training Groups: In order to limit staff, staff/swimmer, and swimmer/swimmer interactions, training groups will remain consistent to minimize group crossovers, and there will be no multi-group practices.

ENTRY and EXIT PROCEDURES

1. Staff entering the facility shall the BC use the online **BC COVID-19 Self-Assessment Tool** (<https://bc.thrive.health/>) and complete a **Health Survey** (Appendix B) **each time** before entering the facility. If they mark any items on the symptom list in the health survey “YES”, they will not be permitted to enter the facility.
2. Staff must wash their hands with soap and water (for 20 seconds or longer) or use a hand sanitizer if soap and water are not readily available, upon entering the facility. Handwashing signage will be posted at the facility.
3. Changerooms will be closed. Staff should use the washroom at home before coming to the pool and at home after practice, wherever possible.
4. When entering and exiting, all individuals must maintain appropriate social distancing of at least two metres, or in accordance with current provincial health policies.
5. Staff will enter and exit through designated areas and follow directional signage.
6. Entries and exits will be marked with signs reminding all individuals to maintain appropriate safety protocols.
7. A 10-minute block between sessions will be scheduled. The 10-minute block will be designated to disinfect the area before the next group of swimmers enters the facility. Staff will follow the facility disinfecting protocols and policies and will assist with disinfecting surfaces where requested to do so.

ATTENDANCE

Coaches shall take attendance at all practice sessions, including dryland sessions, and retain the attendance logs.

DRYLAND TRAINING

Dryland training shall be conducted either outdoors within consistent training groups and in group sizes approved by the current provincial public health policies and maintaining the 2m social distancing

requirement, or remotely using a video-conferencing platform. Activation prior to entering the pool shall be brief and respecting the 2 m distancing policy.

DURING PRACTICE

1. Swimmers and coaches must follow directions for spacing and stay at least 2m apart. On-deck instruction and discussions are prohibited if appropriate distancing may not be maintained in doing so.
2. Practices will be provided in printed form and available via low-touch method (eg., acrylic sign holder) at the end of each lane. The practice sign holders will be wiped down with disinfectant by a designated coach after each practice.
3. All parties on deck must not make physical contact with others, such as shaking hands or giving a high five.
4. Swimmers and coaches must maintain social distancing when taking a break.
5. Swimmers/coaches who begin to cough/sneeze for any reason, must leave the practice and exit the facility immediately.

DISINFECTING

The pool water is constantly being disinfected by chlorine, but extra disinfecting of items outside of the pool will be required, as directed by the facility and to complement the facility disinfection controls and protocols.

COACHES AND STAFF

1. The Club will
 - a. provide staff with the Employer Return to Work Safety Plan (the “Plan”), post the Plan, and provide the staff with updates and guidance with respect to the Plan.
 - b. provide coaches with appropriate personal protective equipment (“PPE”),
 - c. provide staff with up-to-date education and training on COVID-19 risk factors and protective behaviors (eg. cough etiquette and care of PPE),
 - d. provide employees with the ability to work from home while ill or self-isolating due to COVID-19, with pay for up to 14 days, and in accordance with provincial and WorkSafe BC policies.
2. PPE will be
 - a. consistently and properly worn when required,
 - b. regularly inspected, maintained, and replaced, as necessary, and
 - c. properly removed, cleaned, and stored or disposed of, as applicable, to avoid contamination of self, others, or the environment, and in accordance with facility policies.
3. Coaches will not share personal coaching equipment (eg. stopwatches).

OFFICE PROCEDURES

1. Only one coach will be allowed in the Club Office at a time, and the coach must wipe down commonly touched surfaces (eg. photocopiers, drawer handles, door handles) with disinfectant before leaving the office.
2. Volunteers, parents, and/or swimmers will not be allowed in the Club Office.
3. Staff will be encouraged to work from home outside of training times and shall hold coach, coach/swimmer, and coach/parent meetings using video conferencing platforms.
4. The Club will provide distancing signage on the floor outside the Club Office door.

OUTBREAK RESPONSE

1. If a staff member or family member/household occupant of the staff member becomes ill with COVID-19 symptoms, the staff:
 - a. must self-isolate immediately and call the provincial health authorities at 8-1-1 for directions on the next steps or use the BC COVID-19 Self-Assessment Tool (<https://bc.thrive.health/>). If the staff member is severely ill, they should call 9-1-1;
 - b. must inform the Club of the illness;
 - c. must not return to the pool for at least 14 days after the onset of the symptoms, or should return to work if the staff or family member/household occupant is tested for COVID-19 and is negative.
2. If any swimmer or staff has had to leave a practice due to COVID-19 symptoms, notify the facility immediately to permit proper disinfectant protocols to be followed.
3. If there is an outbreak of COVID-19 in the Club, the Club shall immediately:
 - a. notify the BC provincial health authorities (8-1-1) and will cooperate fully with the provincial health authorities, including providing information to assist in contact tracing;
 - b. notify the facility management of the outbreak and cooperate with the facility outbreak response procedures and policies;
 - c. notify the Club members of the outbreak and the procedures recommended by the provincial health authorities.

APPENDIX A

CANADIAN DOLPHIN SWIM CLUB ILLNESS POLICY

In this policy “member” includes an employee, volunteer, participant or parent/ spectator.

1. **Inform an individual in a position of authority (coach, team manager) immediately if, you feel any symptoms of COVID-19** such as fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue and loss of appetite.
2. **Assessment:**
 - a. Members must respond to a pre-training oral questionnaire before their practice/ activity to attest that they are not feeling any of the COVID 19 symptoms.
 - b. Coaches will visually monitor team members to assess any early warning signs as to the status of their health and to touch base on how they are regarding their personal safety throughout the practice/ activity.
 - c. If members are unsure, please have them use the [BC COVID-19 Self-Assessment Tool](#) BC Support App self-assessment tool.
3. **If a member is feeling sick with COVID-19 symptoms:**
 - a. They should remain at home and contact Health Link BC at 8-1-1.
 - b. If they feel sick and/or are showing symptoms while at practice they should be sent home immediately and have them contact 8-1-1 or a doctor for further guidance.
 - c. NO member may participate in a practice/activity if they are symptomatic.
4. **If a member tests positive for COVID-19:**
 - a. The member will not be permitted to return to practice until they are free of the COVID-19 virus.
 - b. Any member who worked / practiced closely with the infected member will also be removed from club activity for at least 14 days.
 - c. Ensure work / practice area is closed off, cleaned and disinfected immediately and any surfaces that could have potentially be infected/ touched.
5. **If a member has been tested and is waiting for the results of a COVID-19 test:**
 - a. As with the confirmed case, the member must be removed from the work / practice area.
 - b. The BCCDC advises that any person who has even mild symptoms to stay home and call 8-1-1.
6. **If a member has come in to contact with someone who is confirmed to have COVID-19:**
 - a. Members must advise their employer/ coach if they reasonably believe they have been exposed to COVID-19.
 - b. Once the contact is confirmed, the member will be removed from the workplace/ practice for at least 14 days or as otherwise directed by public health authorities. Members who may have come into close contact with the member will also be removed from the workplace for at least 14 days.
 - c. The workspace/ activity area will be closed off, cleaned, and disinfected immediately and any other surfaces that could have potentially been infected/touched.
7. **Quarantine or Self-Isolate conditions:**
 - a. Any member has travelled outside of Canada or the province within the last 14 days is not permitted to enter any part of the facility and must quarantine and self-isolate for 14 days.
 - b. Any member with any symptoms of COVID-19 is not permitted to enter any part of the facility and must quarantine and self-isolate for 14 days.
 - c. Any member from a household with someone showing symptoms of COVID-19 is not permitted to enter any part of the facility and must quarantine and self-isolate for 14 days.

- d. Any member who is quarantined or self-isolating as a result of contact with an infected person or in families who are self-isolating, is not permitted to enter any part of the facility for 14 days.

I have read and I understand the Illness Policy and agree to follow it at all times.

Name: _____

Parent or Guardian Name: _____

Date: _____

Signature of Participant (over 18 years of age): _____

Signature of Parent / Guardian (if participant is a minor): _____

Date: _____

APPENDIX B

Canadian Dolphin Swim Club

HEALTH SURVEY

If an individual answers **YES** to any of the questions, they must not be allowed to enter the facility.

1.	Does the person attending the activity have any of the symptoms below:		
	Fever	YES	NO
	Cough	YES	NO
	Shortness of Breath / Difficulty Breathing	YES	NO
	Sore Throat	YES	NO
	Chills	YES	NO
	Painful swallowing	YES	NO
	Runny Nose / Nasal Congestion	YES	NO
	Feeling unwell / Fatigued	YES	NO
	Nausea / Vomiting / Diarrhea	YES	NO
	Unexplained loss of appetite	YES	NO
	Loss of sense of taste or smell	YES	NO
	Muscle / Joint aches	YES	NO
	Headache	YES	NO
	Conjunctivitis (reddened eyes)	YES	NO
2.	Have you, or anyone in your household, travelled outside of Canada in the last 14 days?	YES	NO
3.	Have you had close unprotected face-to-face contact (within 2 metres) with someone who is ill with cough and/or fever?	YES	NO
4.	Have you or anyone in your household been in close unprotected contact in the last 14 days with someone who is being investigated or confirmed to be a case of COVID-19?	YES	NO

If you have answered **YES** to any of the above questions **DO NOT PARTICIPATE.**

Go home and use the *BC COVID-19 Self-Assessment Tool*

(<https://bc.thrive.health/>) or call 8-1-1 to determine if you should seek medical advice.