



June 17, 2020

Dear Swimmer, Coaches, and Parents,

As British Columbia public health authorities develop guidelines to lift some restrictions on gathering in a responsible way, CDSC has been working with Swim BC to understand the recommendations our Chief Provincial Health Officer and how they best apply within our sport and club environment.

The attached **“Return to Swimming Plan”** has been developed for our club in order to ensure that:

- health and safety of all individuals is a priority;
- activities are in alignment with provincial health recommendations;
- modifications to activities are in place in order to reduce the risks to each of our swimmers;
- our sport is united and aligned on a plan to reopen throughout the province.

While we do hope things will return to normal in the not too distant future, currently this **“Return to Swimming Plan”** will be the new normal until we are advised otherwise by public health authorities.

If you choose to participate, you must follow these rules:

- If you don't feel well or are displaying symptoms of COVID-19, you must stay home;
- If you have traveled outside of Canada, you are not permitted at a practice until you have self- isolated for a minimum of 14 days;
- If you live in a household with someone who has COVID-19 or is showing symptoms of COVID- 19, you must stay home;
- Wear your suit to practice (no changing at the pool);
- Wash your hands before participating;
- Bring your own equipment, water bottle and hand sanitizer;
- Comply with physical distancing measures at all time;
- Avoid physical contact with others, including shaking hands, high fives, etc.;
- Leave the facility as quickly as possible after you finish;
- Comply with the policies and procedures set out in our **Return to Swimming Plan and Illness Policy**;
- Sign and return to CDSC the CDSC Participation Agreement, the CDSC Illness Policy, and

Version June 19, 2020

the Swimming Canada/Swim BC Acknowledgement and Assumption of Risks Form.

Our **“Return to Swimming Plan”** is based on current public health guidance. While we are all doing our best to minimize the risk of exposure to COVID-19, while the virus circulates in our communities it is impossible to completely eliminate the risk. Each participant must make their own decision as to whether it is in their best interest to resume participation at this time. You must take into account your own circumstances and make the decision that is right for you.

Should you choose to join us, we require your full cooperation with our **“Return to Swimming Plan”**.

Sincerely,

A handwritten signature in black ink, appearing to be 'JLo', written in a cursive style.

Jeannie Lo, President

A handwritten signature in black ink, appearing to be 'K Taitinger', written in a cursive style with a long horizontal line extending to the right.

Kelly Taitinger, Head Coach



RETURN TO SWIMMING PLAN [Phase 2]

BEFORE RETURNING TO PRACTICE

BEFORE returning to practices:

1. All swimmers (and their parents/legal guardians, if minors) will be required to read, sign, and hand in to the Club:
 - (a) Participation Agreement (Appendix A) acknowledging their acceptance of COVID-19 specific risks;
 - (b) CDSC Illness Policy (Appendix B);
 - (c) Swimming Canada/Swim BC Acknowledgement and Assumption of Risks Form (Appendix C).
2. All swimmers and coaches 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. Swimmers and coaches **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.For more information about COVID-19 visit <http://www.bccdc.ca/health-info/diseases-conditions/covid-19>. For COVID-19 symptoms visit <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/about-covid-19/symptoms>.
4. Swimmers with underlying conditions that place them at risk or who live with people who are at risk **SHOULD NOT PARTICIPATE** in our training 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/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. Lane reservation: A schedule will be established for practices that will control the number of people present in the lanes to meet current provincial and facility social distancing guidelines.
2. Number of Participants: Based on current provincial health and facility load policies, a set number of swimmers per practice session will be identified and enforced.
3. Number of practices: The number of practice sessions per week for each group will be optimized within the parameters of facility availability, the Club Return to Swimming Plan, and provincial health and facility social distancing load policies, with consideration given to the age and ability of the swimmers in each group to understand and follow the safety restrictions and policies currently in place.
4. Practice formats: Practices will be run in accordance with social distancing layouts - see examples in Appendix E, 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.
5. Training Groups: Training groups will remain consistent to minimize group crossovers, and there will be no multi-group practices.

ENTRY and EXIT PROCEDURES

1. Athletes and coaches entering the facility shall use the online **BC COVID-19 Self-Assessment Tool** (<https://bc.thrive.health/>) and complete a **Health Survey** (Appendix D) **each time** before entering the facility. If they mark any items on the symptom list in the health survey “YES”, the athlete or coach will not be permitted to enter the facility.
2. Swimmers and coaches 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.
3. Changerooms will be closed. Swimmers must arrive with their swimsuits on.
4. Swimmers and coaches should use the washroom at home before coming to the pool and at home after practice.
5. Swimmers may not enter the facility early.
6. When entering and exiting, all individuals must maintain appropriate social distancing of at least two metres, or in accordance with current provincial health policies.
7. Swimmers will enter and exit through designated areas and follow directional signage.
8. Entries and exits will be marked with signs reminding all individuals to maintain appropriate safety protocols.
9. Swimmers must leave with their swimsuit on after practice.
10. Swimmers must shower at home.
11. Swimmers may not congregate after practice.

12. After leaving the pool, swimmers must wipe down the outside of their swim bags with appropriate disinfectant and wash all their swim equipment and water bottles with soap and water before returning to the facility.
13. 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.

PARENT PROTOCOL

1. Parents will not be allowed to enter the facility.
2. Parents must maintain proper social distancing protocol.
3. Parents may not use changerooms or water fountains.
4. Parents dropping off or picking up their swimmers may not exit their cars and congregate in the parking lot, or block access to drop off areas, emergency vehicle lanes, or disabled parking spaces.

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.

PREPARING TO SWIM

1. Swimmers shall bring minimal belongings to the pool and shall place their belongings in a bag in the designated areas.
2. Swimmers may not share equipment.
3. No food will be allowed at the pool.
4. Swimmers must bring a full water bottle labeled with his/her name. Water fountains will not be accessible to anyone.
5. Swimmers must use their personal equipment only and shall label all their equipment clearly with their names.
6. Swimmers must avoid touching gates, fences, benches, handrails, lane ropes, etc. if possible.
7. Swimmers must use safe personal hygiene practices: cough or sneeze into elbow, no spitting or nasal clearing.
8. Swimmers must use goggles at all times while in the pool.
9. Swimmers must maintain 2m distance between each other.

10. Swimmers must keep their towels and other personal items in their bags between uses.

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 at the end of each lane.
3. All parties on deck must not make physical contact with others, such as shaking hands or giving a high five.
4. Swimmers must avoid sharing drinks or towels.
5. Swimmers and coaches must maintain social distancing when taking a break.
6. 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.

COMPETITION

During Phase 2 of the BC Provincial Re-Start Plan, competition will be limited to intra-group and inter-group time trials, provided that the provincial health order group size limit and social distancing requirements can be met.

COACHES AND STAFF

1. The Club will
 - a. provide coaches, staff, and volunteers with its Employer Return to Work Safety Plan (the "Plan"), post the Plan, and provide the coaches, staff, and volunteers with updates and guidance with respect to the Plan.
 - b. provide coaches with appropriate personal protective equipment ("PPE"),
 - c. provide coaches with up-to-date education and training on COVID-19 risk factors and protective behaviors (eg. cough etiquette and care of PPE),
 - d. provide coaches with the ability to work from home while ill in accordance with the 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 (e. 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. Coaches will be encouraged to work from home outside of training times and shall hold coach, coach/parent, and coach/swimmer 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 swimmer or coach, or a family member/household occupant becomes ill with COVID-19 symptoms, the swimmer or coach:
 - 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 swimmer or coach is severely ill, the swimmer or coach 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/practice only if the swimmer or coach, or family member/household occupant is tested for COVID-19 and the result is negative.
2. 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.
3. If a swimmer or coach has had to leave a practice due to COVID-19 symptoms, notify the facility immediately to permit proper disinfectant protocols to be followed.

APPENDIX A

Canadian Dolphin Swim Club Participation Agreement

Application- all athletes, coaches, members, volunteers, participants and family members of participants while in attendance at Club activities.

All Participants of the Canadian dolphin Swim Club agree to abide by the following points when entering club facilities and/or participating in club activities under the COVID-19 Response plan and Return to Swimming protocol.

- I agree to symptom screening checks and will let my club know if I have experienced any of the symptoms in the last 14 days.
- I agree to stay home if feeling sick and remain home for 14 days if experiencing COVID-19 symptoms.
- I agree to sanitize my hands upon entering and exiting the facility, with soap or sanitizer.
- I agree to sanitize the equipment I use throughout my practice with approved cleaning products provided by the club (shared and personal equipment).
- I agree to continue to follow social distancing protocols of staying at least 2 meters away from others.
- I agree to not share any equipment during practice times.
- I agree to abide by all of my clubs COVID-19 Policies and Guidelines.
- I understand that if I do not abide by the aforementioned policies/ guidelines, that I may be asked to leave the club for up to 14 days to help protect myself and others around me.
- I acknowledge that continued abuse of the policies and/or guidelines may result in suspension of my club membership temporarily.
- I acknowledge that there are risks associated with entering club and/or pool facilities and/or participating in club activities, and that the measures taken by the club and participants, including those set out above and under the COVID-19 Response Plan and Return to Sport Protocols, will not entirely eliminate those risks.

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 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 C

**SWIMMING CANADA/SWIM BC ACKNOWLEDGEMENT AND ASSUMPTION OF
RISKS FORM**

(NEXT PAGE)



**ACKNOWLEDGEMENT AND ASSUMPTION OF RISKS FORM
(FOR ADULT PARTICIPANT AND MINOR PARTICIPANT)**

Please read this document carefully

This acknowledgment and assumption of risks form must be signed before participating in any Activity sanctioned or organized by Swimming Natation Canada, Swim BC, or Swim BC Member Clubs

As a participant, or on behalf of a minor participant, in the Activities organized, recognized or sanctioned by Swimming Natation Canada (“**SNC**”), Swim BC or a Swim BC Member Club (“**Club**”) I hereby acknowledge and agree to the following terms and conditions respecting my/their participation in any Activity.

Introduction

As a participant, or on behalf of a minor participant, in the Activities organized, recognized or sanctioned by SNC, Swim BC or Swim BC Member Clubs, I, the undersigned

_____ (name of adult participant)

OR _____ (name of a parent or legal guardian of a minor participant),

acting as _____ (parent or legal guardian)

of _____ (name of minor participant),

hereby acknowledge and agree to the following terms and conditions respecting my/their participation in any Activity.

Definitions

1. **“Activity”** or **“Activities”** means any in-person or virtual activities such as events, training camps, programs, competitions, physical training performed or conducted in water or outside water, recognized, organized or sanctioned by SNC or Swim BC or Swim BC Member Clubs.
2. **“Agreement”** means this Acknowledgement and Assumption of Risk.
3. **“Injury or Health-related problem”** means any injury, health-related issue or illness including mental health issues diagnosed by a medical practitioner.
4. **“Members”** means the members listed in Section 3.01 of Swim BC bylaws dated October 10, 2019 or Section 2.1 of SNC’s bylaws dated July 29, 2019, as revised.
5. **“Minor”** means the minor participant named in the Introduction.
6. **“Organization”** means collectively, SNC, Swim BC, Swim BC Member club and their respective coaches, directors, officers, committee members, members, employees, volunteers, participants, agents and representatives.
7. **“Registrant”** means a participant and all individuals or entities of SNC including those individuals and associations, incorporated or unincorporated, as described in SNC’s *national registration policy, procedures and rules manual* who have met the requirements of registration and the registration has been completely processed and registrants or registered participants of Swim BC or a Member Club.
8. **“Club”** means a Member club that is registered with Swim BC.
9. **“Water”** means any outdoor or indoor pools, artificial or natural water basins used for swimming.

Description of Risks

10. As a participant, or parent or legal guardian of a Minor participant in the sport of swimming and the Activities of the Organization, the undersigned agrees to the following terms and conditions.
11. I am, or the Minor is participating voluntarily in the sport of swimming and the Activities of the Organization. In consideration of my participation or the Minor’s participation in the sport of swimming and the Activities of the Organization, I hereby acknowledge that I am aware of and hereby accept the risks, dangers and hazards inherent and associated with or related to the sport of swimming and any Activities of the Organization, including any Injury or Health-related Problem, which can be severe and even fatal. These risks, dangers and hazards may include, but are not limited to, an Injury or Health-related Problem resulting from:
 - a. Exertion and stretching of various muscle groups or strenuous cardiovascular activity in or out of water;



- b. Vigorous physical exertion or physical contact in or out of water;
 - c. Slips or falls due to uneven, slippery or irregular surfaces, including on the pool deck, in dressing rooms or other facilities or rooms at an aquatic venue and at any physical facilities in and around open water venues;
 - d. Failure to properly use any piece of swimming related equipment or the mechanical failure of any piece of equipment;
 - e. Concussions or aggravated related symptoms;
 - f. Spinal cord injuries which may result in permanent paralysis;
 - g. Travel to and from training or competitive events and associated non-competitive events which are an integral part of the Organization’s Activities;
 - h. Infectious sources such as COVID-19, as defined by the relevant municipal, provincial or federal health authorities;
 - i. Extreme weather conditions which may result in heatstroke, sunstroke or lightning strikes;
 - j. Unforeseen events.
12. Furthermore, I am aware:
- a. That an Injury or Health-related Problem sustained can be severe and even fatal;
 - b. That I or the Minor may experience anxiety during an Activity of the Organization;
 - c. That the risk of Injury or Health-related Problem is reduced if the rules established for participation are followed; and
 - d. That the risk of Injury or Health-related Problem increases with fatigue.
13. In consideration of the Organization allowing me, or the Minor to participate in Activities, I confirm that I have not been advised by a medical doctor that my or my child’s physical condition prevents me or my child from participating in the Organization’s Activities.

Medical Assistance

In case of an Injury or Health-related Problem, I authorize the Organization, for myself or the Minor, to obtain all necessary on-site medical assistance for the medical situation, including transportation by ambulance or by other means to a hospital.

Acknowledgement and signature

I have read this Agreement, and by signing it, I understand that it is binding upon myself, my heirs, executors, administrators and representatives. If this Agreement is signed electronically, I, acknowledge and recognize that the electronic signature constitutes my official signature and that I am the person who completed this Agreement.

For a Minor participant or registrant

Name of the Minor: _____ Date of birth: _____

Name of parent or legal guardian (Print): _____

Signature of parent or legal guardian: _____

Signed in (City): _____ Date: _____

For Adult participant or registrant

Name: _____

Signature: _____

Signed in (City): _____ Date: _____

APPENDIX D

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 below symptoms:		
	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*

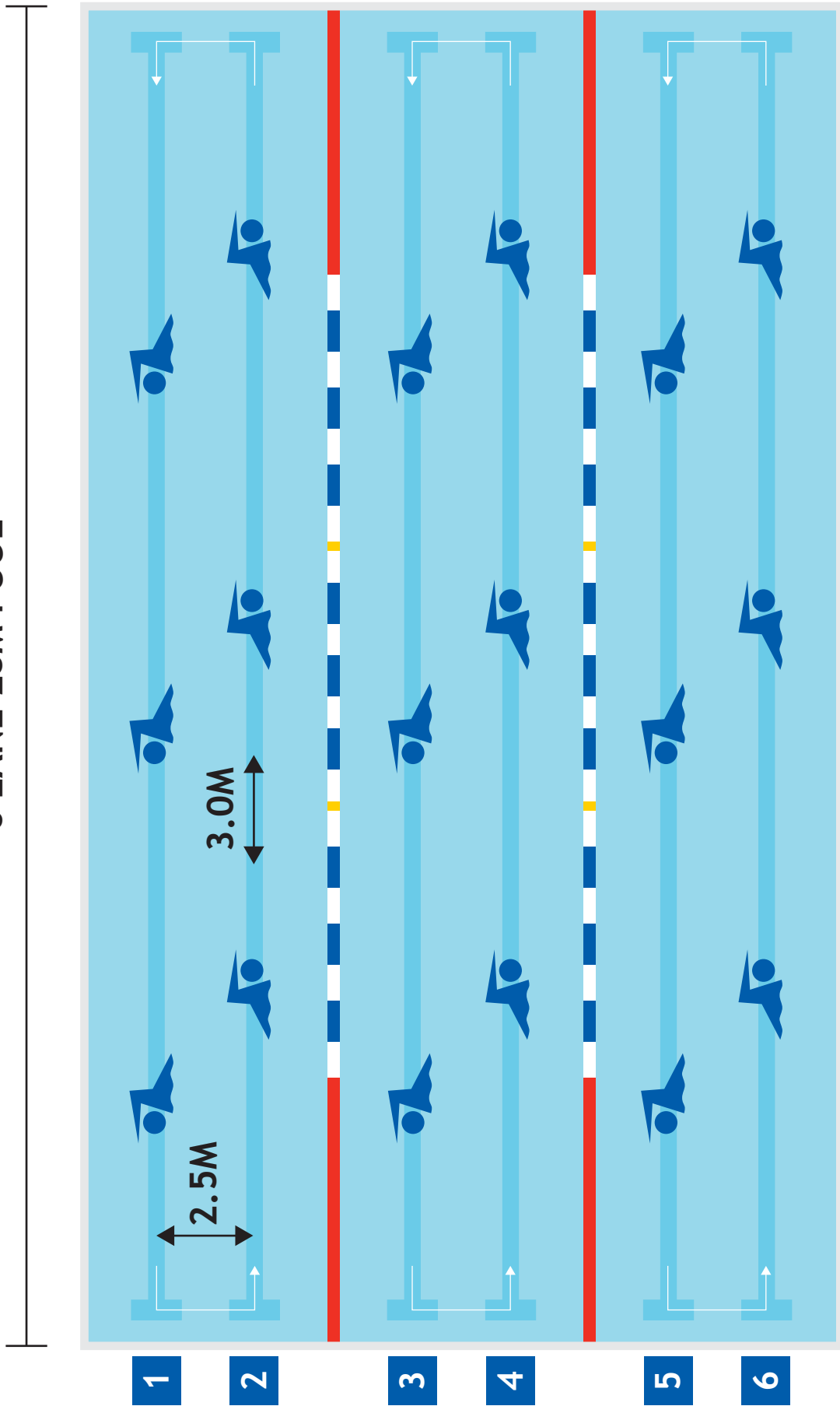
(<https://bc.thrive.health/>) or call 8-1-1 to determine if you should seek medical help.

APPENDIX E

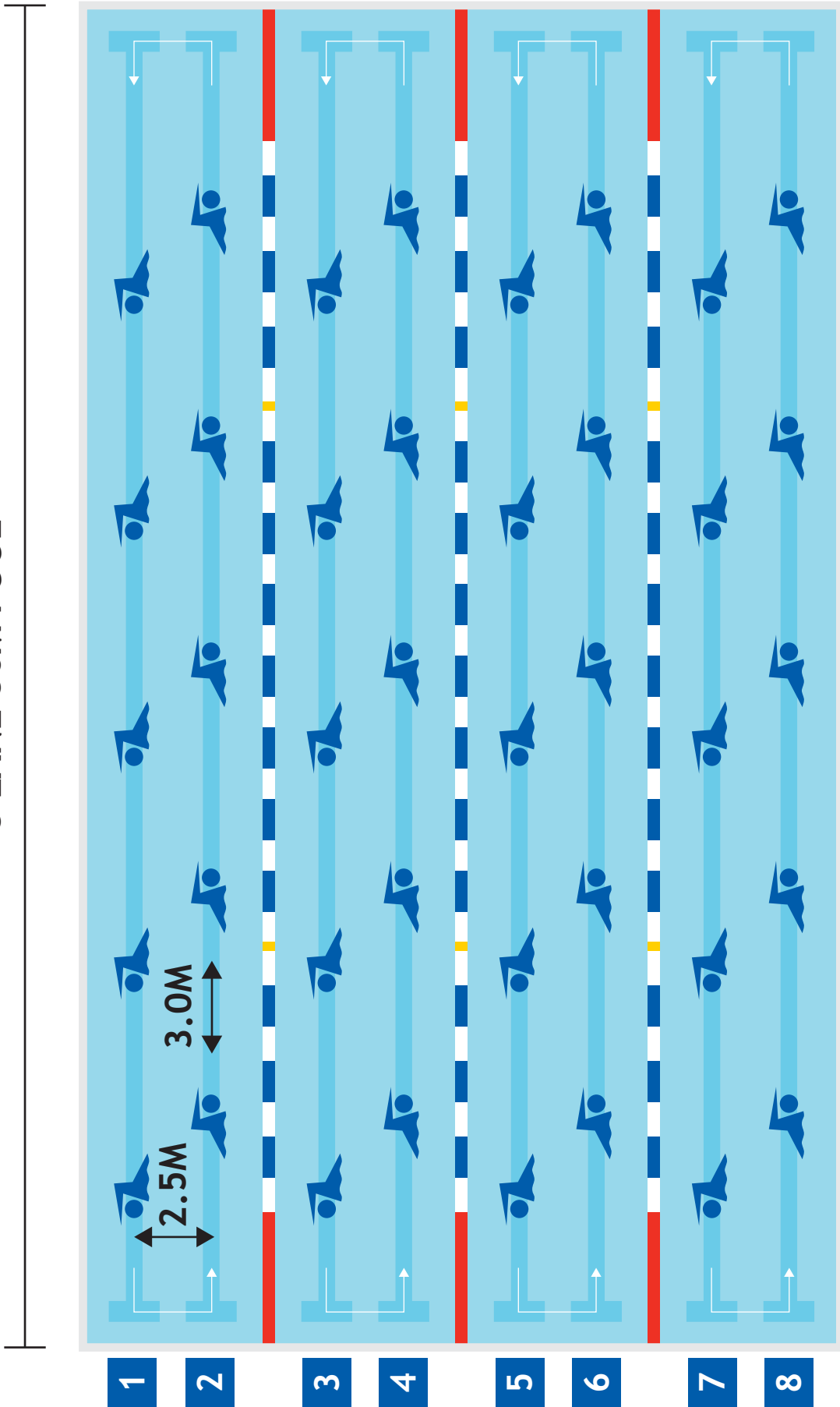
SAMPLE POOL LAYOUTS WITH PHYSICAL DISTANCE

(NEXT PAGE)

6 LANE 25M POOL



8 LANE 50M POOL

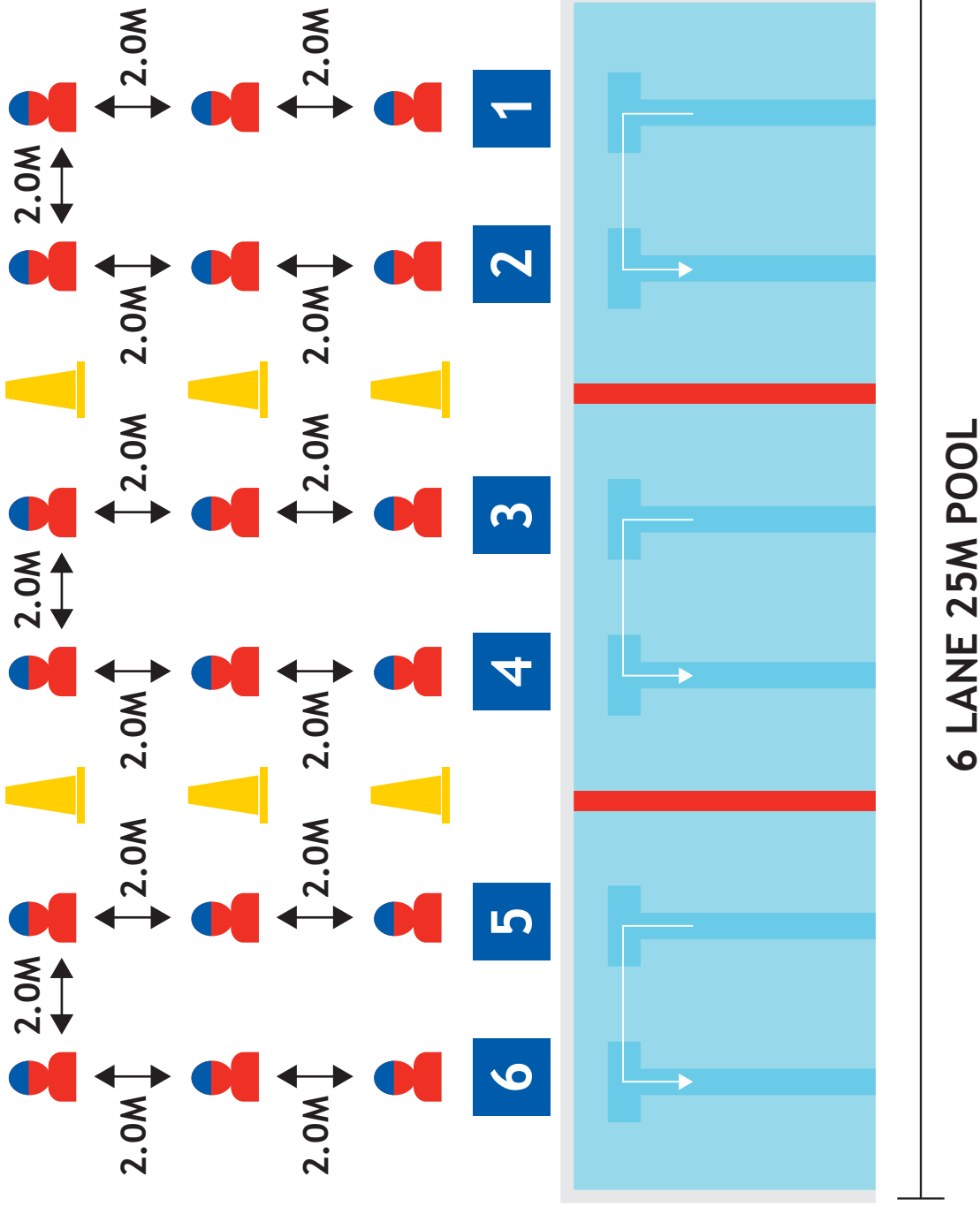


START /END OF SET - GET OUT OF THE WATER (DEEP END OPTION - IF DECK SPACE WILL ALLOW)

Swimmers maintain 2 meters apart. Mark deck with 2-inch wide colored duct tape. Sit down/slide in to enter water.

End of set climb out and go to assigned spot. The more “eyes” on deck the better.

Use cones or other barriers to help with separation - deck needs to be wide enough to accommodate 2 meters of social distance.



START/END OF INTERVAL OR SET - STAY IN THE WATER
(SHALLOW END OPTION)

