 **Washington Township Swim Club**

**Safety Protocols and Operating Procedures**

**2021 Indiana Swimming CM Divisional Short Course Championships**

**March 5-7, 2021**

**Number of Athletes/Coaches/Officials and Meet Workers**

* Athletes – 400 Maximum with NO more than 130 in any single session.
* Coaches – No more than 15 per session.
* Officials – No more than 12 per session.
* Meet Volunteers/Workers – No more than 25 per session.

**GENERAL HEALTH & SAFETY**:

All processes related to the 2021 Indiana Swimming CM Divisional Short Course Championships will be in strict compliance with CDC, Indiana State Department of Health, Marion County Health Department, North Central High School, Washington Township Swim Club, USA Swimming and Indiana Swimming Covid-19 policies.

* This event will have a dedicated medical professional serving as its Covid Safety Marshal. Duties will include communicating with volunteers and staff in Covid-related procedures; monitoring compliance of the event Covid guidelines; and responding to any Covid-related incidents during the event. The Covid Marshal will be assisted by Meet Directors, additional Marshals, Lifeguards, and Coaches to ensure compliance.
* Contact information for contract tracing will be collected using the implementation of the following procedures:

A. On-line entry procedure of each athlete and coach attending each session.

B. Pre-screening Google Form which will then record to a spreadsheet with information of those attending.

C. This process will be completed by all athletes, coaches, officials, volunteers, and event support OR entry into facility will be denied!

* Guest health questionnaires, waivers, and on-site temperature checks will be required of all participants (athletes, coaches, officials, volunteers, and event support).

A. Each participant will be required to submit the above referenced electronic health screening questionnaire with questions as outlined by the CDC and State/Local Health Department.

B. Each participant will be required to submit the WTSC Covid-19 Assumption of Risk and Release from Liability waiver via PactSafe (On-line E-Signature) prior to being admitted to the facility OR entry will be denied. NO paper copies accepted!

C. Touchless temperature checks will be administered at all entrances for participants.

* To minimize the use of locker rooms, athletes will be asked to arrive at the North Central Natatorium dressed to compete. It is preferred that athletes exit the facility in their competition attire.
* The use of masks/face coverings will be required for all athletes, coaches, and volunteers/staff.
	+ All athletes and staff at the 2021 Indiana Swimming CM Divisional Short Course Championships will be required to wear face masks/coverings as per Washington Township Swim Club, North Central High School and State of Indiana policy. Compliance with this requirement will be checked at the entrances to the high school by event staff and monitored throughout the event by marshals and volunteers.
	+ Anyone who refuses to wear a face mask/covering will be turned away at the entry doors.
	+ Coaches and volunteers are required to wear their face masks/coverings at all times when they are in North Central High School, including entry and exit. The only exclusion to this requirement would be while eating or drinking. During these times, social distancing guidelines must be followed.
	+ Athletes are required to wear their face masks/coverings at all times they are in North Central High School including entry and exit but will be permitted to remove their face masks/coverings when reporting behind the blocks for their swim and when drinks or food are being consumed. Athletes will need to bring zip lock bags to place their masks during their swims; these plastic bags will be placed on the back of each swimmer’s block while they are in the water. Athletes will be expected to remove the masks from the bags and put them back on as they exit the starting area after their swims. During these times, all social distancing guidelines must be followed.
	+ Officials, such as Starters, whose duties require removing a face mask/covering, are only permitted to do so during the official execution of their professional duties and while maintaining social distancing guidelines.
* Social distancing guidelines that maintain a six-foot distance between guests will be expected and monitored. Athletes and event staff who live in the same household can be closer together. All others should strictly adhere to the physical distancing guidelines that will apply throughout the entire facility.
	+ Restrooms and locker rooms will be open with modifications to limit crowding. Athletes will be asked to enter and exit the venue in their competition attire.
	+ Volunteer monitors will be stationed in waiting areas outside locker room and restroom entrances to help manage the flow of guests and control capacity to ensure compliance with social distancing guidelines. The locker rooms/restrooms will be available for use by athletes ONLY.
	+ Floor tape will be located near entrances, exits, restrooms, locker rooms, and around the deck to indicate six-foot distancing in waiting areas.
	+ Stanchions may be used to help facilitate social distancing in waiting areas and manage one-way pathways in the venue.
	+ Taped seat markings on all athlete seating will provide guidance for athletes and coaches to understand the social distancing expectations in those areas. Team bleachers will be limited in seating capacity dependent upon the size of the bleacher.
	+ Event Support, Coaching and Officiating capacity will be greatly reduced to allow for appropriate physical distancing in all areas of the high school.
	+ The competition will be conducted only with essential venue personnel.
* Enhanced hygiene practices will be in effect throughout all spaces in the high school.
	+ The guidelines and expectations for health and hygiene procedures will be proactively communicated using signage at all entrances, in all restrooms and locker rooms, and on the deck.
	+ Signage encouraging frequent washing of hands and best practices for doing so will be placed in all restrooms and locker rooms.
	+ Sanitizing stations will be located throughout the high school and at all entrances.
	+ Alcohol-based wipes will be available for use in high traffic areas.
	+ Restrooms, locker rooms, and transition areas will be sanitized frequently throughout the duration of the event.
	+ 20-minute breaks will be scheduled between competition sessions to allow for sanitation of spaces.
	+ Extra attention will be given to high-touch surfaces by cleaning personnel. This includes door handles, table surfaces, benches/bleachers, chairs, sink faucets, and toilets. Consideration will be given to minimizing the use of high-touch surfaces that may not be necessary for the safe conduct of the event.
	+ There will be no onsite sales including vendors and concessions, which will eliminate the use of credit cards and cash transactions.
* First aid protocols will be in place to manage the health and safety of guests and staff.
	+ First Aid is staffed internally by North Central High School Natatorium lifeguards and coaching staff.
	+ All first aid staff will have the appropriate personal protective equipment including masks and gloves.
	+ All facility first aid and safety policies will be strictly enforced.

**Competition Area Seating**

* Team/athlete seating areas will be pre-assigned on the deck bleachers and spectator seating to ensure social distancing and to eliminate interaction among teams.
* The athlete participation number will be capped at 130 athletes per session competing in three separate sessions each day; this capacity allows for appropriate social distancing on deck in team/athlete assigned bleachers and spectator bleachers. Teams are limited to one coach per ten athletes.

**Warm-Up and Competition Procedures**

* There will be staggered warm-up periods for each competition session; each warm-up session consist of no more than 4-5 athletes per 25 yards, a number that is in compliance with USA Swimming guidelines for number of athletes per lane based on the number of lanes available at the facility for warm-ups (20 short course lanes).
* Teams will be pre-assigned warm-up lanes that are closest to their assigned team seating to minimize contact with other teams. All lanes will become sprint lanes during the last 10 minutes of warm-ups.
* Athletes will remain in team bleachers after warm-ups. Only three heats of athletes will be permitted to stage prior to each race - one heat at the blocks; and two heats in staging area as designated with floor tape that are six feet apart.
* Athletes must wear face masks/coverings at all times while in the facility including in the team bleacher area, on the pool deck, and in the locker room. Athletes may only remove masks/face coverings when they are in the water during warm-ups and competition.
* One way traffic flow will be established during warm-up and competition sessions. The pool deck will be adequately marked and marshals will assist swimmers with traffic flow to limit swimmer/team interaction.
* Cool-down after races will take place in the east pool. The pool will be marshaled to insure a maximum of 5 athletes per lane during cool-down periods. Social distancing will be in effect at all times on the pool deck during cool-down.
* Upon completion of their last event and cool down, athletes will be asked to immediately leave the deck.
* Athletes will be required to meet any family members at the vehicle in the parking lot. Family members will not be able to enter the venue or congregate near the facility entrance.
* Scheduled breaks between all warm-up and competition sessions will allow for thorough facility cleaning.

**Staging Procedures**

* Event staging will occur for each event on the pool deck entrance, which is located on the north side of the competition pool.
* Athletes will be called from the staging area to the blocks for their race.

**Vendors/Concessions**: There will be no vendors or concessions for this event.

**Lost & Found**: Tables will be placed at the deck exit and designated as lost and found.

**Hospitality**: There will be no hospitality or concessions for this event. Anyone may bring their own personal water bottles and food that might be necessary because of dietary needs. However, it is preferred that people eat before and after the competition sessions. No food/drink will be shared between athletes.

**Locker Rooms & Restrooms**

* To limit the use of locker rooms, athletes will be asked to enter and exit the venue in their competition attire.
* Limited/monitored capacity will be maintained in the locker rooms and restroom based on the square footage of each space and social distancing guidelines. Marshals at each entrance will insure compliance.
* Two locker rooms will be used to ensure social distancing. Locker rooms will be thoroughly cleaned each day.
* Only the lobby restrooms will be used by non-athletes. Athletes will use the restrooms in the locker rooms.

**Meetings**:

* Coach, Officials and Event Support meetings that can be held in advance of the event/session will be conducted virtually.
* The pool classroom will be used for on-site meetings to insure appropriate social distancing.