



# Topeka Swim Association (TSA) – Return to Competition Plan

September 2020

Under the Direction of USA Swimming, every club planning to host or attend competition must develop a Return to Competition plan in relation to the COVID-19 shutdown of USA and Club Swimming Competition. This document will address the key considerations for the return to competition by the Topeka Swim Association (TSA) under local, state, federal, and USA swimming guidelines: Including Safe Sport and M.A.A.P.P. Considerations listed herein will include:

- Local Regulation Acknowledgement and Warnings for Public Health
- Host Facility Guidelines for Access for Team Practices
- USA Swimming Guidelines for Return to Competition
- Communications Plan for Dissemination of Information to Membership

### **Local Regulation Acknowledgement and Warnings for Public Health**

In Accordance with guidelines from the Shawnee County (Topeka, KS.) Health Department, Topeka USD 501 (School District), and Kansas State High School Activities Association (KSHSAA, no team practice/activities will be conducted in which the capacity within host facilities exceeds guidelines for gatherings. Participation will be structured such that the sum of facility personnel, coaching staff, and participants are kept within the phase requirements and managed by the club and host facilities.

### **Host Facility Guidelines for Access for Team Practices**

TSA agrees to follow Host Facility guidelines and manage club activities accordingly. Host Facility guidelines have been prepared through a combination of best practices from the CDC, Kansas Department of Health, Shawnee County Health Department, KSHSAA, and USD 501, The Host Facilities either currently in use by TSA or planned for use by TSA are: GreatLife Topeka Performance Center (private entity), the Capital Federal Natatorium (USD 501), and Blaisdell Family Aquatic Center (Shawnee County Parks and Recreation). GreatLife Topeka agrees to monitor entrance to its facility with no assistance from TSA. TSA will follow USA swimming Safe Sport and M.A.A.P.P. guidelines during the conduct of its swimming events while using this facility. In accordance with its governing body, the Capital Federal Natatorium has issued access requirements to be followed by all entrants. These minimum guidelines will be followed by TSA and can be found in **Appendix A, “Opening of Capital Federal Natatorium During Covid-19,”** to include TSA volunteer instructions of this plan along with a diagram for instruction of facility entry processes. Included in these guidelines is the acknowledgement of access controls beginning with a minimal health questionnaire relative to COVID-19 exposure by **all** potential entrants regardless of affiliated organization (USD 501, TSA, etc.), including a temperature reading.

### **USA Swimming Guidelines for Return to Competition – (Including Meet Specific Information)**

Upon TSA's Decision to return to competition, TSA intends to comply with all protocols of governing bodies, specifically USA Swimming and its guidelines related to meet specific information and processes. This information, including instructions for applying for meet sanctioning, entitled "Crawl Walk Race!" can be found in **Appendix C** of this plan.

### **Communications Plan for Dissemination of Information to Membership**

TSA has an appointed a *COVID-19 Liaison* within the Board of Directors (BOD) who in conjunction with the composition of the Return to Competition Plan will continually communicate with the Club President, fellow members of the BOD, and TSA coaches to stay up to date on local and state recommendations and associated changes. If for any reason, exposure to or contraction of COVID-19 by *anyone* affiliated with TSA activities occurs, notification should be made to the Head Coach immediately, The Coaching staff will contact via phone call, persons (the parent and/or legal guardian of any athlete or minor) who had direct contact with the affected person as well as the safety control officer or equivalent for GreatLife and the Hummer Sports Park Director as appropriate and disclose this information. TSA will comply and cooperate with the Shawnee County Health Department COVID-19 Task Force as appropriate during their tracing efforts related to the occurrence. All documents and information pertinent to the club's return to competition is available to our membership. Furthermore, membership is encouraged to continue to follow standing practices of communication, including emails and newsletters from coaches and, the BOD for any information for any information related to COVID-19 and its effects on club activities. The BOD and the coaching staff welcome communication in addressing any concerns of TSA membership. Contact information for these individuals is available on the TSA website.

### **Opening of Capitol Federal Natatorium during the Covid-19 Pandemic**

These recommendations have been put together using a combination of best practices from the CDC, Kansas Department of Health, Shawnee County Health Department, KSHSAA, USD 501, and the American Red Cross. Consideration has been given to the health and safety of patrons and staff over the possible inconveniences caused by some of the changes that will need to be made. Topics are the day to day cleanliness of the facility itself, the social distancing and hygiene of patrons and staff during hours of operation, and properly cleaning and disinfecting the natatorium and equipment between group activities.

Currently, daily regular cleaning of the natatorium begins at 7:30 a.m. It involves emptying trash, cleaning bathrooms, sweeping, vacuuming, mopping, cleaning stainless steel, lobby windows, and finally disinfecting. Additional suggestions to maintain facility cleanliness and decrease public points of contact include:

- Posting of laminated CDC health information signage throughout facility
- Coaches and participants only inside the facility. Parents may drop off athletes or wait in their cars. Groups will be maintained under the recommended CDC and state number

guidelines (currently 15) allowed. Total social distancing numbers include everyone inside the facility including staff.

- Closing off locker rooms (as per KSHSAA) and the small SE bathrooms so no showers are available. Lobby bathrooms will be available, one person allowed at a time.

- Closing off and locking crash area, multi-purpose room, control room, equipment storage room and small pool. Contain public access to the north side of the main pool, the lobby, and lobby bathrooms.

- No use of facility exercise equipment. All athletes need to provide their own training equipment. No personal training equipment is to be stored at the facility overnight.

- Closing off all but the bottom row of bleachers using caution tape and laminated signs. Visible points will be marked every 8'-10' on the bottom row of bleachers and athletes are to place their towels, bags, etc. on their spot only. Bottom row of bleachers will be disinfected between every group.

Turning off drinking fountain. Participants are to bring their own plastic water bottles.

- Move lobby picnic tables into locked crash areas to deter congregating in lobby.

- Hygiene station located in lobby containing hand sanitizer, tissues, nitrile gloves and disinfecting wipes. Everyone who enters will be urged to use hand sanitizer upon entering the facility.

- Laminated cleaning lists for facility staff describing CDC policies and procedures for best disinfecting practices. A timed and dated checklist will be posted and available for staff to make sure ALL contact points are cleaned regularly.

- No food is allowed. Shut off vending machines.

- Coaches and students not participating in activities need to wear masks. (as per KSHSAA)

Social distancing guidelines are expected to be followed by all coaches and athletes and are the responsibility of the coaching staff. Following KSHSAA guidelines, a daily health monitoring form will be filled out by coaches for themselves and each athlete before each workout and all CDC and KSHSAA protocols will be followed in the event of someone symptomatic. Coaches will maintain this logbook. Coaches are expected to maintain social distancing on the deck as well as in the pool, making use of the deck space and spreading athletes out one swimmer per lane if possible. Workout groups need to remain the same and roll should be taken at each workout. There is to be no sharing of equipment among athletes, especially snorkels, goggles or nose plugs. While in the pool no training drills requiring personal contact will be allowed, as well as activities such as water polo where contact may occur. Coaches will be provided a list of expectations and they are responsible for informing their athletes of required social distancing behaviors.

Between groups a thorough cleaning/disinfecting of the public accessible areas of the facility needs to be completed and documented by USD 501/Hummer Staff. All cleaning staff need to wear PPE including mask and gloves. An estimated cleaning and disinfecting time is 30-45 minutes between groups. This includes but is not limited to: Cleaning bathrooms and disinfecting sinks, urinals, stools Disinfecting all possible points of contact; all interior and exterior door handles (front doors, lobby, bathrooms and pool), water fountain (if operational), vending machines (if operational), ADA automatic door buttons, pool ladders, access ramp rails, diving board rails (if diving practice held), starting blocks, all glass and exit bars on both main entry doors, light switches and pool doors Disinfecting bottom row of bleachers

Chemicals to be used in disinfecting procedures are as follows:

For surface spray and restroom *cleaning*-Enzysan 2000 For surface *disinfecting*-Genefect or Quatstat disinfectant.

## **Volunteer Duties During COVID-19 at Natatorium – Phase II**

Arrive prepared to be in the elements. Workstation is located outside the north entrance to the facility. Must wear a mask while on the facility grounds.

Arrive 25 minutes before the start of practice.

- Doors will be opened from the inside by either a coach or a staff member of the Natatorium 15 minutes prior to the scheduled start of practice.
- Doors will be propped open from 15 minutes before the scheduled start of practice until 25 bodies are in the facility or 15 minutes after the scheduled start of practice, whichever comes first.
- TSA volunteers will close the outermost door

- You will receive two clipboards with the sign in documentation attached, pens/pencils, and two No-Touch Thermometers from the coaches
- Two-person team.
- One person takes temperatures with the “no-touch” thermometer provided and manages social distancing by encouraging athletes and families to remain near locations identified on the approach to the doors until it is their turn to check-in.
- Second person record name, temperature and responses to questions on a document provided on clipboard and track number of athletes allowed to enter the facility.
- Once 22 athletes are in the building, place the thermometers and the clipboards inside the entryway and close the outside door.
- Do not enter the building.
- Only athletes registered for the scheduled practice time are allowed in the facility.

Inform members of the following:

- Masks are required by USD501 on all school-controlled spaces, including parking lots and areas around Natatorium.
- Social distancing is strongly encouraged – our continued access to the facility is dependent on our membership complying with the stipulations set by USD501.
- Please arrive for practice between 5 and 10 minutes before the scheduled start of practice to ensure time to conduct the check-in procedures
- Parking is available on site but we encourage members to park in the Wal-Mart lot to ensure we remain in compliance with the 45 body restriction on mass gatherings as defined by USD501.
- Families may watch practices from outside the venue, through the windows and doors. Please comply with the mask and social distancing requirements of USD501 when doing so.
- There may be no more than 45 bodies in the area around the Natatorium – this number does not include the people inside the facility itself. Please be aware of the number of people remaining on natatorium grounds and move to the football field parking lot area or off site if numbers begin approaching this 45-person limit.
- Individuals entering and exiting facility expected to follow approved traffic flow pattern (Figure 1 on next page).

# Traffic Flow Schematic for Entering and Exiting Capital Federal Natatorium



(FIGURE 1)



- Until further notice, athletes should arrive in their suits and depart in suits if possible. Locker rooms use should be minimized.
- Until further notice, coaches, officials, spectators (parents), should wear masks.
- All expectations for the aforementioned protocols should be communicated ahead of time in the meet announcement, event communication, and posted throughout the venue to ensure that all participants and observers are clearly aware of the requirements.

#### **SAFE SPORT**

- The [USA Swimming Code of Conduct](#) and the [SafeSport Code](#) for the U.S. Olympic and Paralympic Movements continue to apply in full.
- The Minor Athlete Abuse Prevention Policy (MAAPP) continues to apply in full.
- USA Swimming Safe Sport Best Practice Guidelines state that parents should be encouraged to appropriately support their child(ren)'s swimming experience and that all swimming practices should be open to observation by parents. This also applies to meet participation.

#### **APPLYING FOR A MEET SANCTION**

Applications for a meet sanction in August 2020, will be evaluated for the following:

1. All participating athletes and clubs must be registered within the sanctioning LSC\*.
2. The meet must be pre-seeded, and no deck entries will be allowed.
3. A supplement document to the meet sanction request must include:
  - a. A statement of the local protocols and requirements;
  - b. The plan for spectator ingress and egress;
  - c. The planned number of individuals gathering in the spaces: pool, deck, spectator seating, etc.;
  - d. Safe Sport considerations to ensure parents have access to and/or the opportunity to observe their child; and
  - e. An attestation statement in which the meet host attests that the conduct of the meet will adhere to local jurisdictional guidelines. Suggested language:

*In applying for this sanction(ed event), the Host, \_\_\_\_\_ (specifically named Club or other entity) agrees to comply and to enforce all health and safety mandates and guidelines of USA Swimming, \_\_\_\_\_ (LSC), the State of \_\_\_\_\_ and \_\_\_\_\_ (local jurisdiction).*

4. Assumption of risk disclaimer language must be included in the meet information, announcements, and heat sheets. The following is assumption of risk disclaimer language posted by Disney prior to the reopening of Disney Springs. This language is provided as an example only. The meet host should provide its own language reviewed by local counsel:

*"We have taken enhanced health and safety measures – for you, our other guests, and cast members. You must follow all posted instructions while visiting Walt Disney World Resort. An inherent risk of exposure to COVID-19 exists in any public place where people are present. COVID-19 is an extremely contagious disease that can lead to severe illness and death. According to the Centers for Disease Control and Prevention, senior citizens and guests with underlying medical conditions are especially vulnerable. By visiting Walt Disney World Resort, you voluntarily assume all risks related to exposure to COVID-19."*

5. The meet information, meet announcement and heat sheets must contain the following language:

An inherent risk of exposure to COVID-19 exists in any public place where people are present. COVID-19 is an extremely contagious disease that can lead to severe illness and death. According to the Centers for Disease Control and Prevention, senior citizens and individuals with underlying medical conditions are especially vulnerable.

USA Swimming, Inc., cannot prevent you (or your child(ren)) from becoming exposed to, contracting, or spreading COVID-19 while participating in USA Swimming sanctioned events. It is not possible to prevent against the presence of the disease. Therefore, if you choose to participate in a USA Swimming sanctioned event, you may be exposing yourself to and/or increasing your risk of contracting or spreading COVID-19.

BY ATTENDING OR PARTICIPATING IN THIS COMPETITION, YOU VOLUNTARILY ASSUME ALL RISKS ASSOCIATED WITH EXPOSURE TO COVID-19 AND FOREVER RELEASE AND HOLD HARMLESS USA SWIMMING AND [INSERT THE LSC] AND EACH OF THEIR OFFICERS, DIRECTORS, AGENTS, EMPLOYEES OR OTHER REPRESENTATIVES FROM ANY LIABILITY OR CLAIMS INCLUDING FOR PERSONAL INJURIES, DEATH, DISEASE OR PROPERTY LOSSES, OR ANY OTHER LOSS, INCLUDING BUT NOT LIMITED TO CLAIMS OF NEGLIGENCE AND GIVE UP ANY CLAIMS YOU MAY HAVE TO SEEK DAMAGES, WHETHER KNOWN OR UNKNOWN, FORESEEN OR UNFORESEEN, IN CONNECTION THEREWITH.