



NOVA Standard Operating Procedures: Winter 2020/2021

PPE Requirements

- All swimmers, staff, and guests at NOVA, aged 5 years and older, must wear face coverings when: entering and exiting the facility; waiting on the sidewalk/field before and after practice; on deck; and in the interior spaces.
- Exceptions are:
 - Swimmers may remove face coverings when preparing to get in the water and while exercising.
 - Coaches may remove face coverings when actively coaching, assuming others are 6 feet away.
 - Employees may remove face coverings while eating, if 6 feet of physical distancing is maintained, and if customers are not present.
 - Individuals with medical conditions, that prohibit the use of face coverings, are not required to wear masks.

Social Distancing Requirements

- All individuals (excluding family members) must maintain 6 feet of physical distance from each other.
- Exceptions are:
 - Team swimmers in the water, providing there is incidental passing only and less than 5-minute intervals at the ends of the pool lanes. During Phase 3, no more than six swimmers are allowed per lane.
 - Lessons swimmers in the water, providing that instructors are wearing plastic face shields.
 - Active lifeguard rescues.
 - Employees may work with each other and with customers within 6 feet, providing face coverings are worn.

Facility Procedures

- Coaches and instructors will maintain daily logs of swimmer attendance, including lane use and lane positions for each day, and will keep these records for 30 days.
- One-way entrances and exits are clearly marked, and all directional flow signage is displayed.
- Entry to locker rooms will require special permission, and restroom use is limited.
- All common areas, including restrooms and locker rooms (if used), will be disinfected every 90 minutes.
- The facility will be cleaned daily, following the conclusion of all programming.
- Hand sanitizer dispensers will be placed at all entrances and exits of the facility.
- Visitors must bring their own chairs and are required to sit in the designated seating areas.
- Swimmers may only be supplied with individually wrapped food while in the facility (e.g. birthday treats).

Swimmer Protocols

- Swimmers must arrive and depart in their swimsuits.
- Swimmers should bring their own water bottles (already filled) and any other equipment required.
- Swimmers will not be permitted to store their equipment bags at the facility.
- Athletes will be permitted to line up outside, per the designated markings, five minutes before the start of practice or instruction. If arriving early, the swimmers must remain in their cars.
- All swimmers must exit the facility immediately after practice or instruction, and before swimmers for the next practice or instruction can enter. NOVA coaches will direct and monitor swimmer flow.
- There should be no congregation outside, including the parking lots, in the absence of physical distancing and face coverings.
- NOVA swimmers are expected to follow COVID-19 health and safety guidelines when away from NOVA.

Screening Requirements for Entry

- All individuals will self-assess their physical health before entering the facility, according to the mandatory screening questions that are displayed on the front door. Individuals may not enter the building if they are feeling sick, with symptoms to include:

- ✓ Indications of a fever or a fever of over 100.4 degrees
- ✓ Shortness of breath and difficulty breathing
- ✓ Sore throat
- ✓ Recent cough, headache, or unusual fatigue that cannot be attributed to a medically diagnosed condition (for example, allergies)
- ✓ Muscle ache not caused by exercise
- ✓ Loss of taste or smell
- ✓ Nausea, vomiting or diarrhea

- If suspected of having COVID-19, individuals should self-isolate, monitor symptoms, and seek medical attention and possible testing.
- NOVA swimmers and employees who live with a family member who has a fever of over 100.4 degrees, or any symptoms of COVID-19, or had close contact with someone who tested positive, should self-isolate while at home, monitor symptoms, and seek medical attention if warranted.
- The CDC and VDH recommend that close contacts quarantine for 14 days after their last exposure, if possible.

Individuals who have had close contact with someone with COVID-19 may not participate in NOVA activities for a period of time. according to CDC and Virginia Department of Health (VDH) guidelines:

- 1) Quarantine can end after Day 10 without testing and if no symptoms have developed; OR
- 2) Quarantine can end after Day 7 if a viral test (e.g., PCR or antigen test) performed on or after Day 5 is negative and if no symptoms have developed.

Close contact is defined by the CDC as living with a person or providing care for a person with COVID-19, having exposure to the respiratory secretions of a person with COVID-19, or being within 6 feet of a person with COVID-19 for a cumulative time of 15 minutes over a 24-hour period. In addition, NOVA defines close contact as swimmers starting at the same end of the pool in the same lane. For the lessons program, close contact includes all swimmers in the same class.

Parents have the responsibility to assure that their swimmers are physically well and in compliance with screening protocols before participating in NOVA activities. This includes daily temperature checks.

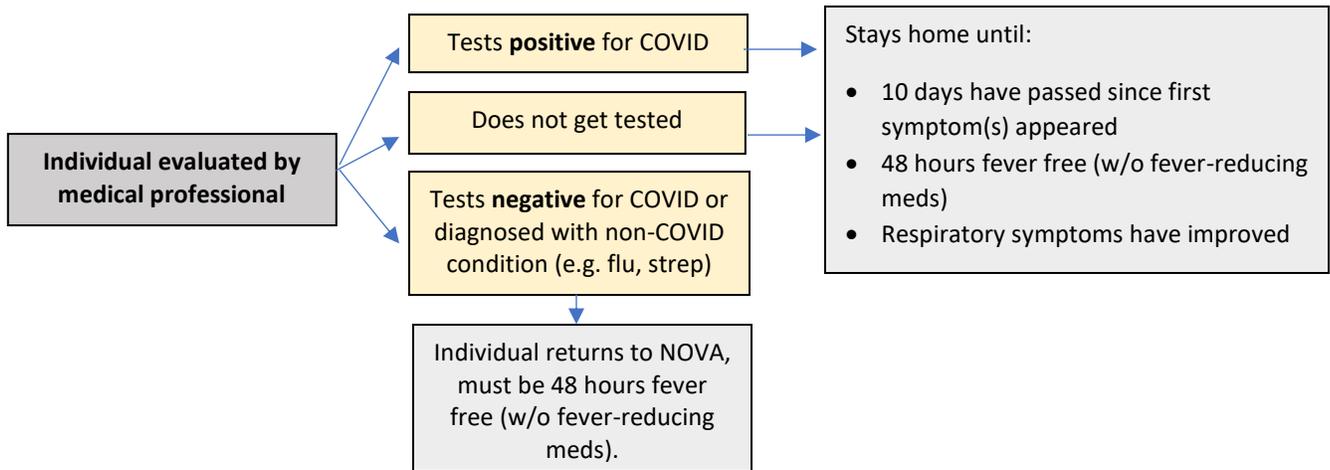
All of us are dealing with an unprecedented public health situation, and it is incumbent on ALL of us to do our part to mitigate the impact of the pandemic. AT NOVA, the health and safety of our swimmers, their families, and our staff come first. We ask for your assistance in protecting the members of the NOVA community by using your best judgement and following the stated guidelines.

If any member of the NOVA community has a concern or question, please contact NOVA's COVID-19 Point of Contact, Ann McGee at annmcgee@novaswim.org.

Should NOVA feel that anyone consistently ignores the standard operating procedures, as outlined above, participation in NOVA activities, or employment, may be suspended.

December 15, 2020

Individual has symptoms of COVID-19



Individual had close contact with someone who tested positive for COVID-19

- Please advise Ann McGee, NOVA's *COVID Point of Contact*.
- Individual should self-isolate at home and monitor symptoms. If symptoms develop, refer to Scenario 1.
- If symptoms do not develop, individual may return to NOVA 7-10 days after the last exposure to the person who tested positive, based on conditions set forth by the CDC and VDH.

Individual tests positive for COVID-19

- Please advise Ann McGee, NOVA's *COVID Point of Contact*.
- Individual should self-isolate at home, monitor symptoms, and seek medical attention if warranted.
- If symptom free, the individual who tested positive for COVID-19 may return to NOVA 10 days after the diagnosis.
- If symptomatic, the individual who tested positive may return to NOVA 10 days after symptom(s) first appeared, 48 hours since fever, and respiratory issues have improved.

NOVA responsibilities:

- Speak with the affected individual, or guardian(s) thereof, to confirm the diagnosis and identify the individuals at NOVA with whom the individual had close contact.
- Speak with the coaches/supervisor(s) of the affected individual to confirm that reliable contact tracing at NOVA can be achieved. This means that **confirmation** of attendance, and specific lane use/starting end for the 10 days leading up to the positive diagnosis, can be determined for each swimmer in the same pool at the same time as the affected individual.
 - If yes: those who swam in the same lane, and at the same starting end, will be asked to stay home from NOVA for at least 7-10 days since the last exposure to the person who tested positive.
 - If no: The Head Coach will determine which swimmers and coaches must stay home from NOVA based on input. Depending on the circumstances, and reliability of contact tracing, those impacted could involve the entire practice group or all swimmers in the same pool(s) at the same time.
- Call all individuals who had close contact with the person who tested positive.
- Email all active members of the same practice group to advise that an individual has tested positive (will not identify the person).
- NOVA will close for cleaning and disinfection if the individual who tested positive was on the premises within the previous 24 hours. If more than 24 hours has elapsed, then the facility will not close. The facility will be cleaned and disinfected, according to CDC protocols.