

Considerations for Building Your Club’s Plan

The return to artistic swimming should only be initiated once municipal and provincial regulations permit the resumption of this type of activity and with approval from BC Artistic Swimming. All participants must adhere to the health, safety, and risk mitigation strategies outlined herein and by their facility.

<p>Emergency Action Plan (EAP)</p>	<p>Exit Strategy Update your EAP to include a COVID-19 facility plan to exit everyone from the venue in a way that respects physical distancing if it is safe to do so. Consult with your facility as appropriate.</p> <p>Coaches Responsible for Lifeguarding If the Club does not engage the services of lifeguards during training activities, the Club must ensure that coaches or staff responsible for First Aid have completed the required LifeSaving Society BC/YK COVID-19 training.</p> <p>First Aid Outside of the pool environment and where lifeguards and first aid attendants are not present (dryland training), at least one person on site should have valid First Aid certification that has been upgraded with the new COVID-19 protocols. All persons attending to the injured individual must first put on a mask and gloves.</p> <p>Additional Resources: WorkSafe BC: First Aid Protocols During the COVID-19 Pandemic Red Cross Canada: First Aid Protocols for an Unresponsive Person During COVID-19 LifeSaving Society: Resuscitation of the Drowning Person in the Era of COVID-19 WorkSafe BC: Selecting and Using Masks in Non-Healthcare Settings WorkSafe BC: How to Use a Mask</p>
<p>Safe Sport</p>	<p>Club Safety Plans must be designed to ensure all aspects of a safe sport environment can be implemented and followed. Open and observable training environments should always be maintained, with the Rule of Two applied. This includes any training or communication done virtually.</p> <p>Additional Resource: Coaching Association of Canada: Three Steps to Responsible Coaching Canada Artistic Swimming: Safe Sport BC Artistic Swimming: Safe Sport Resources</p>
<p>Participants</p>	<p>Participants must be able to follow all the rules and restrictions, so age and level of artistic swimmer should be limited to participants capable of independently adhering to the risk mitigation strategies. At this time, only Masters, University, and competitive athletes aged 11 years and older are permitted to participate in return to artistic swimming activities provided they can adhere to the mitigation strategies. Provincial Stream athletes of all ages may participate in club programs starting September 1, 2020. Additional ages and stages will be added when the conditions are appropriate.</p>
<p>Employees & Coaches</p>	<p>Participants include coaches and other individuals who contribute to providing support to a training group or team. As employers, the Club must develop measures within its Return to Artistic Swimming Plan to reduce the risk of COVID-19 transmission in the workplace. WorkSafe BC has now released guidelines for the sport and recreation sector as well as outlined a six-step guide to developing a workplace safety plan. This plan must be posted at the ‘worksites’ and made available to all employees.</p>

	In the artistic swimming community, the workplace usually involves an intersection of two or more employers (club and facility) working at the same time. WorkSafe BC indicates that it is the owner (likely the municipality/recreation department) who is responsible for coordinating health and safety at that workplace. Where other workplaces are involved (i.e., home office, club office, public spaces, etc.), safety plans must be in place to accommodate those scenarios. It is the employer’s responsibility to ensure Safety Plans are in place for all scenarios. For more information, please refer to the WorkSafe BC website .
Group Size	Group size must fall within any group gathering limitations that are in effect locally, including any BCAS and facility group size limitations.
Conduct Policy	Consider updating your Conduct Policy to align with the communicated protocols and processes for preventing the spread of COVID-19 and the consequences for not following them (for coaches, athletes, parents).
Registration	Ensure all coaches and athletes are duly registered in accordance with CAS and BCAS policies, all fees have been paid, and any forms required by BCAS and/or Club have been properly completed and submitted.
Fees & Refunds	<ul style="list-style-type: none"> • Consider online payment or no contact payment methods only. • Develop and communicate (in a virtual meeting and in writing) the payment policies, processes, and timelines. • Determine Refund Policies - if the season is shortened or unable to be completed. What fees are refundable and non-refundable? Under what circumstances will refunds be provided (e.g. If an athlete contracts COVID-19, if an athlete is unable to practice due to family quarantine, etc.) and what kind of documentation will be required? How will the amount of the refund be determined?
Communications	<p>A Club Safety Plan needs to have a communication strategy and plan that includes regular communication and training with key stakeholders including athletes, coaches, parents, and others.</p> <ul style="list-style-type: none"> • Communicate early and often through the designated COVID-19 Risk Manager who is responsible for staying up-to-date on all COVID-19 related information. • Educate and Inform your stakeholders using BCAS’ education and training mechanisms. Host additional virtual information sessions as appropriate as protocols and standards change. Everyone involved with the Club – club executives, coaches, athletes, parents, and volunteer should participate in training to ensure: <ul style="list-style-type: none"> ○ Familiarity and understanding of the risks and how COVID-19 spreads, the steps that artistic swimming participants can take to stay healthy and prevent spreading infection. ○ Clear understanding of how the training will be executed and what the expectations are for athletes, coaches, and parents, as well as the consequences for not following the policies, guidelines, and directives. ○ Understanding and commitment to the physical distancing rules, and how they will be applied in the venue and during training. ○ Understanding and commitment to hygiene best practices, and prohibitions on sharing of equipment, water bottles, nose clips, towels, etc. ○ Commit to preventing the spread of COVID-19 by communicating immediately with the COVID-19 Risk Manager if they or someone in their family feels sick or has symptoms of COVID-19. ○ Understanding and ability to execute the Emergency Action Plan. • BCAS has provided a sample Training Environment Check List in Appendix 15 to assess the training environment before each group enters the facility for training. • Keep meticulous logs of participants by date and time in case they need to be reached for “contact tracing”. Ensure parent contact information is on the log in case they must be contacted. Appendix 10 provides a sample Attendance Log.