



### **Nelson Reflections COVID-19 Safety Plan**

The Nelson Reflections Artistic Swim Club Board has developed the following policies and procedures with the purpose of preventing the spread of COVID-19 and safely re-opening our programs. These policies and procedures represent the standards that user groups must meet based on the information from the Provincial Health Officer (PHO), BC CDC, and WorkSafe BC. The Nelson Reflections will continue to take direction from the advice of the PHO and the Provincial Government. In this plan “users” includes all persons associated with the program. This includes coaches, volunteers, and athletes.

**This document will outline the following information:**

- A. Risk Management: COVID-19 Risk Managers and Safety Support Personnel**
- B. Our Training Groups and Cohorts**
- C. Maximum Group Numbers**
- D. Health Screening Protocol**
- E. General Safety Practices in Our Club**
- F. Supplies on Hand**
- G. Programming Procedures**
- H. Club COVID-19 Illness Policy**
- I. Education and Training Plan**
- J. Communication Plan**
- K. Nelson Reflections Daily Sign-in Sheet**
- L. Nelson Reflections COVID-19 Club Waiver**
- M. Nelson Reflections COVID-19 Daily Screening Questionnaire**

**A. Risk Assessment & COVID-19 Risk Management:**

We have assessed the risks for in-person training at The Nelson District Community Complex Pool. New policies and procedures have been put into place as per the below document.

We have designated the following individuals as our Club’s COVID-19 Risk Managers:

- Individual #1:
  - Name: Debbie Sonnichsen
  - E-mail: debbiesonnichsen@shaw.ca
  - Cell #: (250)354-8630
- Individual #2:
  - Name: Heather Strong
  - E-mail: heatherannstrong@gmail.com
  - Cell #: (250)551-8583

We have designated the following person as COVID-19 Safety Support Personnel:

- Name: Erin Fitchett
- E-mail: nelsonreflections@shaw.ca
- Cell #: (250)354-8118
- Role: Head Coach

**B. OUR TRAINING GROUPS & COHORTS:**

We will begin our fall programming with our provincial stream and limited competitive stream athletes. These groups will be divided into 3 cohorts of 10 maximum (including athletes, coaches, COVID risk manager). The three cohorts will be training on different days of the week and at different times. In January, we will re-assess this information and potentially re-introduce a 4<sup>th</sup> cohort of recreational swimmers of 10 maximum.

**C. MAXIMUM GROUP NUMBERS:**

|                      | Location          | BCAS                    | Nelson Reflections      | City of Nelson (RDCK)   |
|----------------------|-------------------|-------------------------|-------------------------|-------------------------|
| Training Group Size  | Outdoor – On Land | 12 (athletes/coaches)   | 12 (athletes/coaches)   | N/A                     |
| Training Group Size  | Indoor – On Land  | NOT CURRENTLY PERMITTED | NOT CURRENTLY PERMITTED | NOT CURRENTLY PERMITTED |
| Training Group Size  | Indoor – In Water | 12 (athletes/coaches)   | 12 (athletes/coaches)   | 30 People Max           |
| Training Cohort Size | Indoor – In Water | Space Dependent         | 12 (athletes/coaches)   | 30 People Max           |
| Lap Swimming         | Max Lane Capacity | 6                       | 3                       | 3                       |

#### **D. HEALTH SCREENING PROTOCOL**

Before entering into the pool facility, and throughout the activity, users should self- monitor for symptoms associated with COVID-19 by using the BC Health COVID-19 Symptom Self-Assessment Tool located here: <https://bc.thrive.health/> and answer the prompted questions, which include:

1. Are you experiencing symptoms consistent with COVID-19 (refer to the link above for the most up to date list of symptoms)?
2. In the past fourteen (14) days have you been outside of Canada or BC?
3. In the past fourteen (14) days have you been in close contact with anyone who is symptomatic or has been diagnosed with COVID-19?

If users answer 'yes' to any of the above questions, they must stay home or leave the facility immediately.

#### **E. GENERAL SAFETY PRACTICES IN OUR CLUB:**

- Implementation of Daily Healthy Monitoring Questionnaire for all individuals.
- Implementation of Daily Attendance log.
- Athlete and coaches temperature will be taken prior to the start of each training session.
- Coaches will be provided a COVID-19 safety kit. The kit must be brought to every in person training session. The kit will include sanitizing spray, hand sanitizer, measuring tape, thermometer and mask.
- Athletes must have a mask and hand sanitizer in their bag at all times.
- Masks MUST be worn if physical distancing is not possible
- Parents and spectators are not permitted in the NDCC facility (does not apply to Risk Manager)
- No food is permitted during a training session.
- Water bottles are required at each training session and must be filled prior to arriving at the pool. (No water fountains are available to fill water bottles)
- All individuals will sanitize their hands on arrival and prior to departing the training environment.
- Athletes are required to have their own individual equipment, which they will keep in a mesh bag that travels to and from practice with the individual.
- Athletes and coaches are required to wash/sanitize all attire and equipment after every training session.
- Once a training session is completed, athletes and coaches are expected to leave as soon as possible.

#### **F. SUPPLIES ON HAND AT EACH TRAINING SESSION:**

- Disinfectant Spray
- Personal Masks
- Hand Sanitizer

#### **G. PROGRAMMING PROCEDURES:**

##### **ARRIVING AT THE POOL:**

- Daily health checks MUST be completed prior to the start of each in-person training session outlined above. Athletes that do not have a completed health check will NOT be permitted to attend that practice.

- Parents are to drop athletes off at the designated drop off at the front of the building (Spectators are not permitted as per the RDCK).
- Athletes are to arrive no earlier than 15 mins before their scheduled practice.
- Athletes must arrive with their bathing suits on under their clothes.
- Athletes are to meet the COVID Risk Manager and coach in the lobby of the NDCC wearing non-medical masks.
- The Risk Manager will complete the daily health questionnaire with each athlete and coaches will take each athletes temperature and record it along with attendance on the sign in sheet.
- The training group will enter the pool area through the doors next to the lower multipurpose room and assemble at the deep end of the pool under the waterslide.
- Coaches will use a measuring tape to ensure athlete areas are 2 meters apart in this area.
- Athletes will set up their yoga mats on the pool deck, 2 meters apart, for their land warm-up.
- Athletes will be required to maintain a minimum distance of 2 meters at all times.
- Athletes and coaches will wear masks whenever they are unable to maintain the 2 meters distance.
- Athletes will use their individual mats as their “space” on the pool deck. In the athletes individual space, athletes will keep their mat, bag, towel, water bottle, swim bag.
- Athletes will be required to clean their equipment and yoga mats with sanitary spray prior to the start of each training session.
- Athletes and coaches will wash and/or sanitize their hands before the start of each training session.
- Athletes will be required to clean their equipment and yoga mats with sanitary spray after they have completed their dry land warm-up.
- Athletes must wear a mask when moving from their designated land space to their designated deck space.
- Coaches must wear a mask when moving from one designated area to another and when social distancing is not possible.
- In a single file line, coaches will direct the athletes to their individual space on the pool deck where they will set up their equipment needed for the training session. (This will be their personal zone for each training session)
- Athletes will enter and exit the pool at their designated zones.
- Athletes will refrain from crossing another athlete’s zone.
- Only one swim bag, mesh equipment bag, towel and yoga mat will be permitted on the pool deck.

**PROGRAM DELIVERY:**

- Training sessions will be a maximum of 2 hours of in person training per day. No max for online land training.
- Coaches are required to use sanitary spray to clean facility equipment (i.e., chairs) and club equipment (i.e., microphones) before and after each training session, or after each use should equipment be shared by two coaches.

- Athletes will be required to clean their mats and equipment with sanitary spray before leaving the pool area.
- Athletes will remain in their training space at all times.
- Should an athlete or coach need to use the washroom during a training session, they must wash and/or sanitize their hands before returning to the land or pool session.
- Coaches must wear a mask when social distancing is not possible.

#### **LEAVING THE FACILITY:**

- Yoga mats and equipment must be sanitized before leaving the facility.
- Athletes must leave the facility as quickly as possible, at the end of the practice.
- Athletes and coaches are asked to leave through the doors designated by the NDCC protocol.
- Changing is not permitted post training, so athletes must leave in their swimming attire.
- A place to store shoes, coats and outerwear will be provided by the NDCC.
- Coaches MUST sanitize all touch points (i.e. Sound system, locks etc.)
- Athletes and coaches must maintain social distancing and wear a mask until they are outside of the facility.

#### **MANAGING COVID-19:**

- All participants must complete the daily health monitoring questionnaire prior to the start of each practice.
- Anyone with symptoms of COVID-19 are required to stay home.
- Anyone with symptoms will NOT be allowed to enter the training environment.
- Facility cleaning will be completed regularly as per the health code and RDCK regulations.
- Should any athlete, family member, or coach suspect they have contracted COVID-19 they MUST report their illness to the COVID-19 Risk Manager immediately.
- If any group member is undergoing testing for COVID19, all group members should remain away from training until test results for that member are back (approx. 1-3 days).
- If any group member reports they have confirmed positive testing of COVID-19, everyone in the training group must self-isolate for 14 days.
- Should anyone in the training group test positive for COVID-19, their individual return to sport is undetermined at this time, and will be reviewed by the safety committee as such cases arise.

#### **H. CLUB COVID-19 ILLNESS POLICY: (Adapted from viaSport's BC Return to Sport Guidelines)**

Definitions:

*"Individual"* refers to and includes an employee, coach, volunteer, athlete, participant, or parent/spectator.  
*"Training environment"* refers to any in-person group training activities or events that take place either indoors or outdoors.

##### 1. Disclosure

Inform an individual in a position of authority (e.g. coach, team manager, COVID-19 Risk Manager) immediately if you feel any symptoms of COVID-19 such as new or worsening cough, shortness of breath

or difficulty breathing, temperature equal to or over 38C, feeling feverish, chills, fatigue or weakness, muscle or body aches, new loss of smell or taste, headache, abdominal pain, diarrhea, vomiting, rash or skin changes (for children) and/or if you are feeling very unwell in general.

2. Assessment
  - a. Individuals must conduct self-assessments on an ongoing basis and prior to joining or participating in any training environment to consider if they are experiencing any symptoms or signs of COVID-19. If individuals are unsure, they are directed to administer the [BC COVID-19 Self-Assessment Tool](#).
  - b. The Club's COVID-19 Risk Manager or individual appointed and trained by the COVID-19 Risk Manager will complete a Daily Wellness Check with all participants, including checking their body temperature prior to individuals entering the training environment.
  - c. The COVID-19 Risk Manager, team manager, and coaches will visually monitor athletes and other participants 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 training event.
  
3. If an individual 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 during training activities, they should be sent home immediately and direct them to contact 8-1-1 or a doctor for further guidance.
  - c. No individual may join or participate in a training activity, event, or training environment if they are symptomatic.
  
4. If an individual tests positive for COVID-19
  - a. The individual will not be permitted to return to training or any artistic swimming activities until they are free of the COVID-19 virus.
  - b. Any individual who is in the same training group or has participated in a training activity or event with the infected individual will also be removed from the training environment for at least 14 days to ensure the infection does not spread further.
  - c. Close off, clean and disinfect any surfaces that could have potentially been infected/touched by the infected individual.
  
5. If an individual has been tested and is waiting for COVID-19 test results
  - a. As with the confirmed case, the individual must be removed from the training environment, until test results are available.
  - b. Public Health agencies/authorities advise that any person who has even mild symptoms to stay home and call their Regional Health Authority.
  - c. Other individuals who may have been exposed will be informed and removed from the training environment for at least 14 days or until the diagnosis of COVID-19 is ruled out by health authorities.
  - d. Close off, clean and disinfect any surfaces that could have potentially been infected/touched by the infected individual.
  
6. If an individual has been in contact with someone who is confirmed to have COVID-19
  - a. Individuals must advise the COVID-19 Risk Manager, coach, or manager if they reasonably believe they have been exposed to COVID-19.
  - b. Once the contact is confirmed, the individual will be removed from the training environment for at least 14 days or as otherwise directed by public health authorities. Individuals who may have come in close contact with the individual will also be removed from the training environment for at least 14 days.

- c. Close off, clean and disinfect any surfaces that could have potentially been infected/touched by the infected individual.
7. Conditions Requiring Quarantine or Self-Isolation
- a. An individual who has travelled outside of Canada or the province within the last 14 days is not permitted to enter the training environment and must quarantine and self-isolate for a minimum of 14 days.
  - b. An individual with any 2 symptoms of COVID-19 is not permitted to enter any part of the training environment and must quarantine and self-isolate. An individual with any one of fever, vomiting or diarrhea is not permitted to enter any part of the training environment.
  - c. An individual from a household with someone showing symptoms of COVID-19 is not permitted to enter any part of the training environment and must quarantine and self-isolate, until test results for the family member showing symptoms are available.
  - d. An individual who is in quarantine or self-isolating as a result of contact with a confirmed infected person or in families who are self-isolating, is not permitted to enter any part of the training environment, for a minimum of 14 days. Additionally, COVID testing may be required prior to returning to training, as directed by the Risk Manager.

#### **I. EDUCATION AND TRAINING PLAN:**

- Coaches, athletes, COVID-19 Risk Manager and Executive members are required to complete Mandatory BCAS online training before practices can resume.
- Detailed e-mail will be provided with the policies and procedures for the first practice for all families of athletes.
- At the first practice, coaches will be re-teaching the athletes the new policies and procedures for indoor facilities. (Lead by head coach)

#### **J. COMMUNICATION PLAN:**

- All information regarding COVID-19 policy and procedures will be e-mailed to each family and will be posted on the website.
- Should one or more of our members test positive for COVID-19, the Risk Manager will report the infection to BCAS and our local public health office.
- Updating: This document is a live, working document and will be updated on a regular basis. If any updates are required, the changes will be highlighted in yellow and sent to the members in a timely manner.





**L. NELSON REFLECTIONS ARTISTIC SWIM CLUB  
RELEASE OF LIABILITY, WAIVER OF CLAIMS  
ASSUMPTION OF RISK AND INFORMED CONSENT**

**By signing this document, you understand and accept the risks associated with the program for your child as his or her parent or legal guardian. Please read carefully!**

In consideration of permission, granted now or in the future by the **Nelson Reflections Artistic Swim Club** to participate in athletic programming from **October 1, 2020-June 1, 2021**, I agree and acknowledge that:

1. \_\_\_\_\_ (my child's name) has met all the prerequisites required for participation in the programming and will abide by its rules and regulations.

2. Participation in the athletic programming has risks and hazards including risks associated with the novel coronavirus and COVID-19. As a participant, my Child may suffer property damage, personal injury, and even death. I freely and voluntarily assume all the risks and hazards of participation, including any legal risks. This means that I am giving up my right to sue the Nelson Reflections Artistic Swim Club or the Nelson District Community Complex for any reason, including negligence, if my Child suffers any damage, injury, loss or death by participating in athletic programming.

3. I waive any claim I may have against The Nelson Reflections Artistic Swim Club and the Nelson District Community Complex arising from my Child's participation in athletic training, however it is caused, and I agree to indemnify and hold harmless The Nelson Reflections Artistic Swim Club and the Nelson District Community Complex from all claims arising from my Child's participation in athletic programming.

DATED at Nelson, British Columbia this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Name of Parent or Legal Guardian \_\_\_\_\_  
(Please Print)

Signature of Parent or Legal Guardian \_\_\_\_\_

Contact phone number \_\_\_\_\_

Date of Birth of my Child \_\_\_\_\_

### M. Nelson Reflections COVID-19 Daily Screening Questionnaire

We require you to fill out the questionnaire below to assist in determining your fitness to participate in practices with the Nelson Reflections Artistic Swim Club during the COVID-19 pandemic. Completing this questionnaire will ensure that we provide a safe environment for the coaching staff, athletes and staff of the NDCC.

The information in this questionnaire will be used solely for the purposes of determining fitness for participating in practices during the COVID-19 pandemic.

The questionnaire only relates to **new** symptoms or a **worsening** of symptoms. Those with symptoms related to pre-existing conditions or allergies can still go to practice.

#### Risk Assessment: Screening Questions

|   |  |     |    |
|---|--|-----|----|
| 1.  | Do you have any of the following symptoms: new or worsening cough, shortness of breath or difficulty breathing, temperature equal to or over 38C, feeling feverish, chills, fatigue or weakness, muscle or body aches, new loss of smell or taste, headache, abdominal pain, diarrhea, vomiting, rash or skin changes (for children) and/or if you are feeling very unwell in general? | Yes | No |
| 2.  | Have you returned to Canada from outside the country (including USA) in the past 14 days?  | Yes | No |
| <b>In the past 14 days, at school, work or elsewhere:</b> |  |     |    |
| 3.  | Did you have close contact* with a person who has a probable** or confirmed case of COVID-19?  | Yes | No |
| 4.  | Did you have close contact* with a person who had an acute respiratory illness that started within 14 days of their close contact* to someone with a probable** or confirmed case of COVID-19?   | Yes | No |
| 5.  | Did you have close contact* with a person who had an acute respiratory illness who returned from travel outside of Canada in the 14 days before they became sick?  | Yes | No |

**If you answer “YES” to any of the above, you are not permitted to attend practices with the Nelson Reflections at this time and you must self-isolate.** Complete the [BC COVID-19 Self-Assessment Tool](#) to determine your need for COVID-19 testing.

**If you answer “NO” to all of the above, you can proceed to practice with the Nelson Reflections.** If you develop any of the above symptoms, please complete a new questionnaire. **Note:** If you have any other symptoms which are new or a change from your usual symptoms, then you should stay home and minimize contact with others until you are feeling better. Complete the [BC COVID-19 Self-Assessment Tool](#) to determine your need for COVID-19 testing.

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Notes:**

\*Close contact includes providing care, living with or otherwise having close prolonged contact (within 2 meters) while the person was ill, or contact with infectious bodily fluids (e.g. from a cough or sneeze).

\*\*Probable case is a person with clinical illness who had close contact to a lab-confirmed COVID-19 case, OR a person with clinical illness who meets the COVID-19 exposure criteria, AND in whom laboratory diagnosis of COVID-19 is inconclusive.

\*\*\*Clinical illness of a probable case is new onset/exacerbation of following symptoms: fever (over 38 degrees Celsius), cough, shortness of breath (SOB)/difficulty breathing, feeling feverish, chills, fatigue or weakness, muscle or body aches, new loss of smell or taste, headache, abdominal pain, diarrhea, vomiting, rash or skin changes (for children).

Exposure criteria for a probable case is a person who, in the 14 days before onset of illness: had any history of travel outside of Canada; OR had close contact with a confirmed or probable case of COVID-19; OR is a close contact of a traveler with acute respiratory illness who returned from outside Canada in the previous 14 days.

