



COVID-19 Safety Plan – Group Indoor Water & Land Training

October 12, 2020 | VERSION 3

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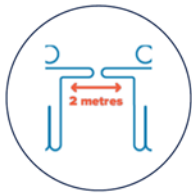
SCOPE

The focus of this Safety Plan is for training sessions provided by Caprice Artistic Swim Club. Water sessions will be held at CG Brown Memorial Pool and Bonsor Recreation Complex in Burnaby, BC. These training sessions will be for Caprice members of all ages registered in provincial stream or national stream programming as of September 1, 2020.

RETURN TO SPORT GUIDELINES

Caprice Artistic Swim Club and its members will respect and follow the guidelines provided by ViaSport, Canada Artistic Swimming, BC Artistic Swimming, Lifesaving BC, WorkSafeBC, the City of Burnaby, and BC's Provincial Health Officer.

This document outlines the steps we are taking as a club to mitigate risks for our members as we return to sport. Our club will follow the guiding principles of making space between people, practicing good hygiene, completing ongoing health monitoring, practicing training environment hygiene, modifying our training environments and activities, creating a safe sport environment, planning ahead and having clear communications.



MAKING SPACE
BETWEEN PEOPLE



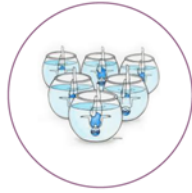
PRACTICE GOOD
HYGIENE



ONGOING HEALTH
MONITORING



TRAINING
ENVIRONMENT
HYGIENE



MODIFY TRAINING
ENVIRONMENT &
ACTIVITIES



SAFE SPORT
ENVIRONMENT



PLANNING &
COMMUNICATIONS

RISK ASSESSMENT

A risk assessment has been completed for the specific training session described within the scope section of this document. Attached to this safety plan is the completed risk assessment.

TRAINING ENVIRONMENTS

GROUND ZERO

ONLINE TRAINING ONLY; NO IN PERSON TRAINING PERMITTED

TRAINING FOR ALL CLUB MEMBERS AT ALL LEVELS PERMITTED

OUTDOOR LAND TRAINING IN-PERSON

MACPHERSON PARK

TRAINING FOR ALL CLUB MEMBERS REGISTERED IN COMPETITIVE STREAM PERMITTED

OUTDOOR WATER TRAINING IN-PERSON

MACPHERSON OUTDOOR POOL

TRAINING FOR ALL CLUB MEMBERS REGISTERED IN COMPETITIVE STREAM PERMITTED

ONLINE COMPETITIONS (BCAS SANCTIONED)

ALL CLUB MEMBERS AT ALL LEVELS PERMITTED

INDOOR LAND TRAINING IN-PERSON

TRAINING FOR ALL CLUB MEMBERS REGISTERED IN COMPETITIVE STREAM PERMITTED PROVIDED A SPACE ALLOWANCE OF 2M MINIMUM AND 5M WITH SIGNIFICANT EXERTION.

INDOOR WATER TRAINING IN-PERSON

BONSOR RECREATION COMPLEX AND CG BROWN POOL

TRAINING FOR ALL CLUB MEMBERS OF ALL AGES THAT REGISTERED IN PROVINCIAL OR NATIONAL STREAM PERMITTED ON A CASE BY CASE BASIS

IN-PERSON COMPETITIONS (BCAS SANCTIONED)

TO BE DETERMINED AT A LATER TIME BY BCAS

Bonsor Recreation Complex

6550 Bonsor Ave, Burnaby, BC V5H 3G4

Contact number - (604) 297-4597

Description:

- 6 lane (12 metre) x 25 metre long
- each lane is 2 metres
- depth of 3-10 feet depth

CG Brown Memorial Pool

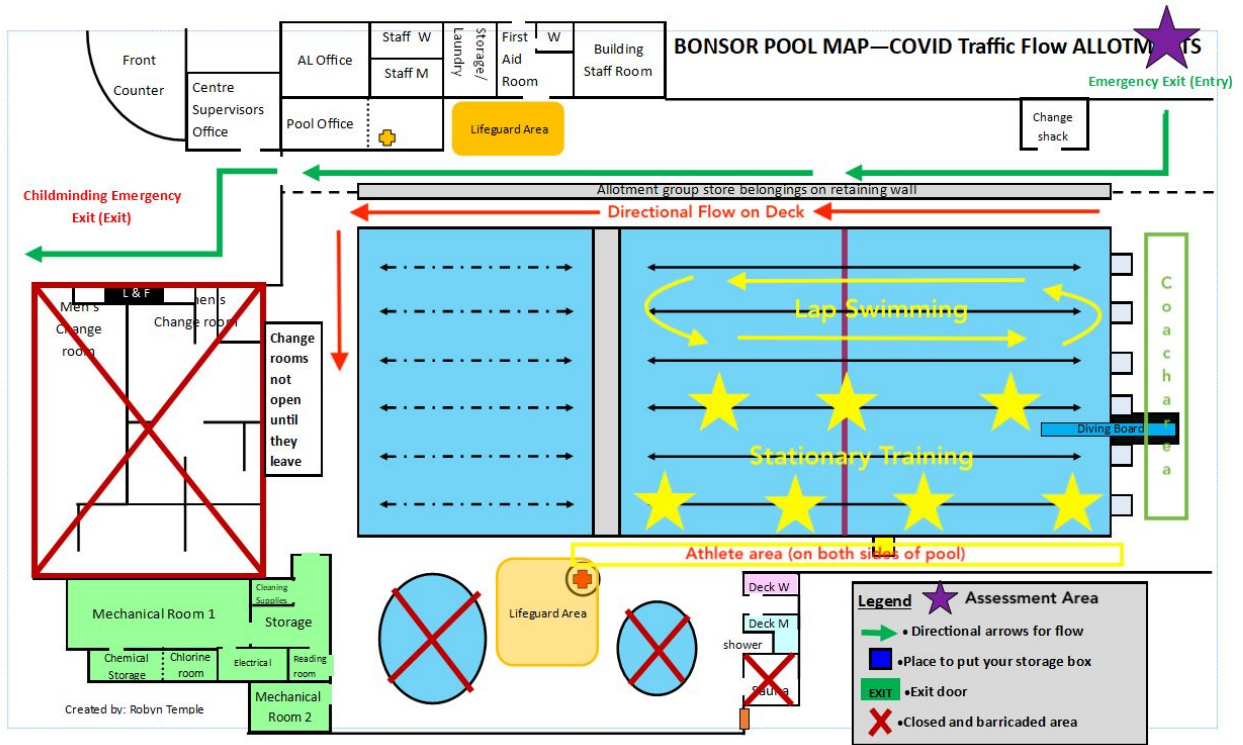
3702 Kensington Ave, Burnaby, BC V5B 4Z6

Contact number - (604) 297-4520

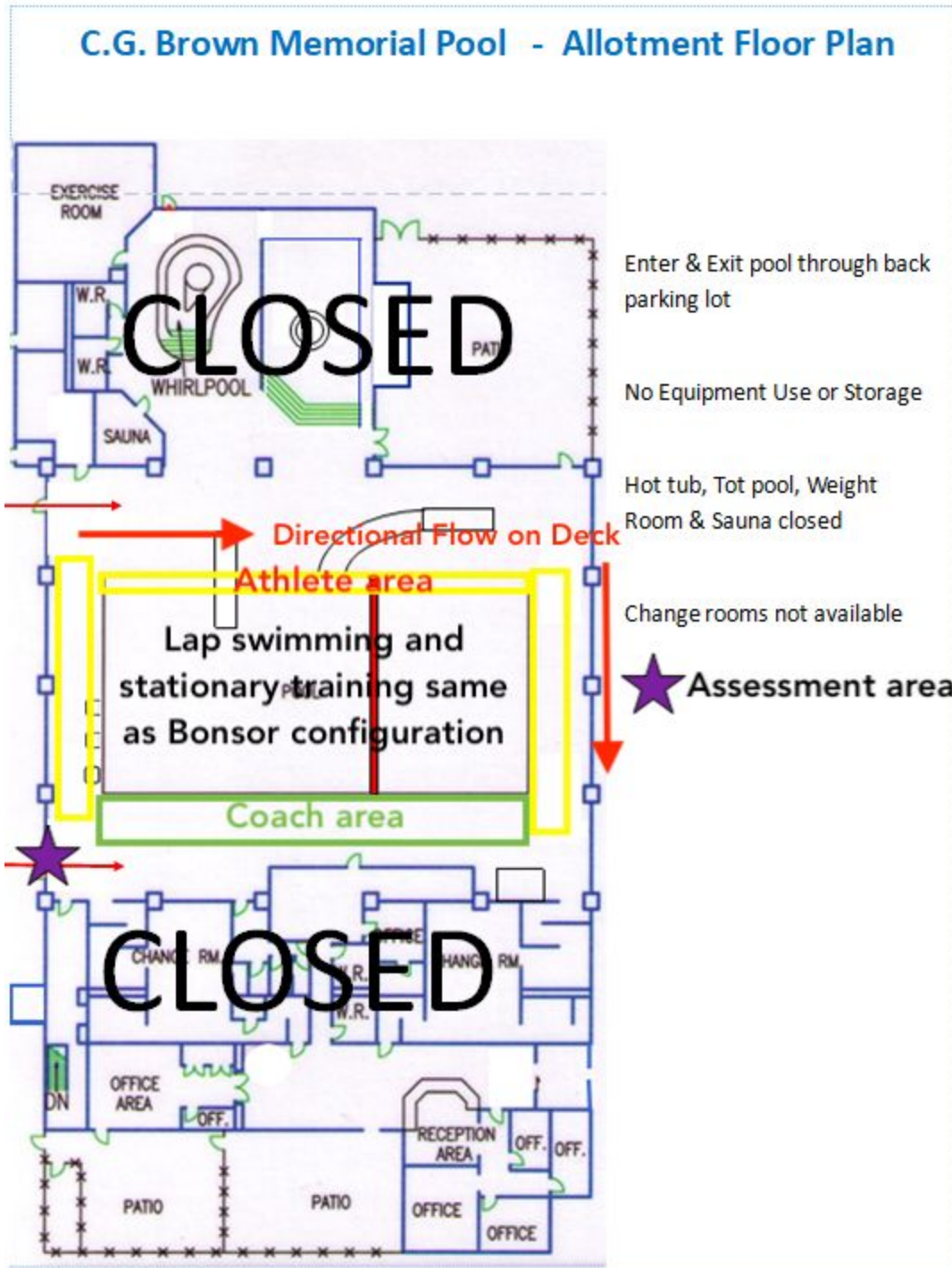
Description:

- 6 lane (12 metre) x 25 metre long
- each lane is 2 metres
- depth of 3-10 feet depth

Overall site plan and direction of flow for Bonsor Recreation Complex



Overall site plan and direction of flow for CG Brown Memorial Pool



COVID-19 SAFETY MANAGER

We have designated the following person as our Club's COVID-19 Risk Manager:

Name: Stephen Shimek

Email: stephen.shimek@gmail.com

Cell: 604-420-9871

COVID-19 Safety Support Personnel:

We have designated the following people as COVID-19 Safety Support Personnel (individuals trained to support the on-site delivery of the safety protocols outlined herein such as monitoring the health of participants, physical distancing, cleaning, use of PPE, etc.)

Name: Alina
Aref'yeva

Email:
alina-arefyeva@hotmail.
com

Role: Head Coach

GENERAL SAFETY PRACTICES IN OUR CLUB

- In addition to the first-aid requirements outlined in the CASC Policy and Handbook manual all coaches will take the COVID additional protocol training
- Athletes are to register for Caprice training sessions online only
- Implementation of Daily Healthy Monitoring Questionnaire & Attestation for all individuals
 - **Anyone answering 'YES' to fever, diarrhea, or vomiting or to 2 or more questions must not enter the training environment.**

- Implementation of Daily Attendance log
- The pool will be accessible to Caprice members only during training times
- Training is limited to one two-hour in-person training session per day per training group
- Arrival to training sessions for each training group and cohort is to be staggered
- Sanitization of all touch points is to be completed prior to a new training group entering the training space
- All participants will arrive in their bathing suits. There will be no use of the change rooms or shower facilities. Athletes will dry-off as much as possible at the end and leave the facility without using the change room or shower facilities.
- All participants are encouraged to minimize their washroom use. Proper hygiene will be exercised when the washroom is used. If anything is touched after washing your hands additional hand sanitizer will be used.
- The training space allows a minimum of 2-metre per person radius to ensure appropriate physical distancing.
- Club COVID-19 supply kit will be on site at each training session
- Athletes and coaches are to arrive in the identified area for their health screen check prior to each training session
- Athletes must be a minimum of 2-meters apart upon arrival to training
 - Athletes are encouraged to wait in their vehicles until it is their turn to do their health screening
- Coaches & training group personnel (i.e. COVID Risk Manager and COVID safety support personnel) will wear masks at all times
- All participants should wear face masks in the training environment, including the check-in station, when physical distancing cannot be maintained. The only exception is when training in water in accordance with the contact activity allowed by BCAS.
- Parents and spectators are asked to refrain from attending practices
- All individuals will sanitize their hands on arrival and prior to departing the training environment
- Temperature of all coaches, training group personnel and athletes will be taken upon arrival to training
 - All persons with a temperature reading over 38° C will be asked to go home
- Athletes are to go directly to their designated space upon passing their daily health screening
- Athletes are to remain in their designated space at all times during rest periods
- All athlete equipment must fit into the swim bag (not including yoga mat)
- All water bottles are to be filled prior to arrival to training
- Athletes must bring their own equipment to training
- No equipment will be shared during training
- One coach will be designated as the equipment lead during their training session
- The equipment lead will be responsible for handling all onsite club equipment
- The equipment lead will wipe down all equipment before and after their session
- Upon completion of a training session, athletes are to leave one at a time, maintaining a physical distance of 2 meters from other athletes, coaches, and training group personnel

- The club will be taking a progressive delivery model in introducing new programs to the indoor training facility.
- Land training in indoor spaces is permitted providing physical distancing measures are in place and all participants wear face masks.
- As of October 13, 2020, there are no maximum in-person training time restrictions provided all participants respect physical distancing and wear a face mask when not in water. In such cases as the duration of training requires athletes to take a break:
 - Physical distancing must be respected when not in the training environment (i.e. in the water or participating in land skills/activities).
 - All participants must wear masks, except when eating or drinking.
 - Personal hygiene before and after eating or drinking should be followed including washing hands and/or using hand sanitizer.
 - No sharing of snacks, food or beverages.
 - If using facility amenities such as washroom, facility and personal hygiene protocols should be respected
- Activities with close proximity will be introduced to groups after October 13, 2020. This will take up no more than 25% of allowable in-person training time.
- Highlights and joined activities (as defined by FINA and noted in the Glossary) may NOT be trained until further notice from BCAS.
- Athletes, coaches, and training group personnel are to leave immediately following the completion of their training session
- Coaches assigned to multiple training groups will wear masks and not breach the 2 meter physical distance with athletes and will not have physical contact with the athletes.

SUPPLIES ON HAND AT EACH TRAINING LOCATION

- Disinfectant Wipes
- Non-medical disposable masks
- Hand sanitizer
- Touchless thermometer
- Designated zone signs for athletes
- First Aid Kit - see first-aid checklist

PARTICIPANTS

Participants are all athletes registered for the 2020-21 in a competitive program are permitted to train. Recreational athletes able to swim 50 m unaided and passed Swim Kids level 6 are permitted to train after October 13, 2020. A 4:1 athlete to coach ratio will be maintained for all recreational programs.

TRAINING GROUPS AND COHORTS

Training groups are all personnel who meet the registration requirements outlined above, coaches, COVID manager, and COVID support personnel) who train together in a maximum group size of 12. All training group members must maintain a physical distance of a minimum 2 meters at all times during training. Athletes must stay in their designated training space during land training and their designated space around the perimeter of the pool during water training. All athlete items must be within their designated space. All coach personal items must be within their designated space. Training groups combined together will create a cohort. Training groups within a training cohort must train in their own designated spaces. All participants must sign a Club Participant Agreement acknowledging their acceptance of COVID-19 specific risks and complete the daily health monitoring questionnaire prior to each in-person training activity.

		Recommended Standards		
		BCAS	City of Burnaby	Caprice
Maximum Groups Numbers (include all athletes, coaches, and personnel connected to the group)	Training Group Size – outdoor on land	12	30 max	12
	Training Group Size – indoor on land	12	No land training on pool deck	12
	Training Group Size – outdoor in water	12	30 max	12
	Training Cohort Size – outdoor in water	Space dependent	30 max	Space dependent
	Training Group Size – indoor in water	12	N/A	12
	Training Cohort Size – indoor in water	50	30	30
	Lap Swimming – max lane capacity	1	1	1

* Not permitted at this time.

PROTOCOLS

A. Arrival

Indoor Water & Land Training Arrival

- Daily health checks must be completed online prior to the start of each in-person training session and sent to COVID manager via the Caprice website.
- Participants are encouraged to stay in their vehicles until the start of their training session.
- Participants are encouraged to go to the washroom prior to arrival.
- All participants should wear face masks in the training environment, including the check-in station, when physical distancing cannot be maintained.
- Athletes and coaches are to meet only in the designated area for their health check, maintaining a physical distance of 2 meters while waiting for their turn.
- Athletes and coaches must have their attendance recorded, daily health check submitted and temperature taken by the COVID manager or support personnel.
 - All persons with a temperature reading over 38° C will be asked to go home.
- Athletes must arrive with their bathing suits on under their clothes if participating in water training.
- Athletes and coaches will enter the pool deck one at a time, maintaining a physical distance of 2 meters while waiting for others to enter the pool deck
- Athletes will set up their equipment around the perimeter of the pool in their designated zone, 2 meters apart, for all water and land training.
- The equipment lead will sanitize and set up the equipment at the start of the water session.
- Athletes and coaches will wash and/or sanitize their hands before the start of each training session.
- Only one swim bag, mesh equipment bag and yoga mat will be permitted to training sessions.
- Athletes must keep their bag and equipment in their designated zone.
- Athletes and coaches must come to training sessions with their water bottle filled.
- Locker rooms are not to be used during training sessions

B. Program Delivery

Indoor Water & Land training

- Coaches are to wear masks at all times.
- Only the equipment lead will use the club equipment during the training sessions.
- Athletes will remain in their designated zone 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 and all touched surfaces before returning to the land or pool session.
- During breaks, there will be no sharing of food. Physical distancing must be maintained.
- All athletes must have their own equipment for any drills during water training sessions.
- Athletes will stay in their designated lanes for all lap swimming.
- Athletes will remain 5-7 meters apart and staggered for all stationary artistic swimming drills except during the allotted training with close proximity during a portion of the training session.
- Goggles must be worn at all times during training sessions and competitions

C. Departure

Departing from Indoor Water & Land Training

- All equipment must be taken away from the training environment.
- Athletes must leave the pool in their towels/parkas/cover. Changing will not be permitted.
 - Please bring appropriate attire to wear following training sessions to adhere to the weather
- Coaches MUST sanitize all touch points prior to leaving the training environment.
- The equipment lead must sanitize all equipment used prior to leaving the training environment.
- All participants must sanitize their hands prior to leaving the training environment.
- All equipment and attire used during the training session must be sanitized after the session.
- Athletes and coaches must leave the pool as quickly as possible at the end of the training session.
- Athletes and coaches must leave one at a time and maintain 2 meters of physical distance as they are leaving.

D. Managing COVID symptoms

- All participants must complete the daily health monitoring questionnaire.
- Anyone exhibiting symptoms of COVID-19 are required to stay home.
- Anyone exhibiting at least two symptoms will not be allowed to enter the training environment.

- Facility cleaning will be completed regularly as per the health code and City of Burnaby 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. All training of the training group and cohort will be dependent upon the direction of the health officials.
- If any member reports contraction of COVID-19, they must follow the direction of health officials.
- Should anyone in the training group test positive for COVID-19, return to sport is at the discretion of the health officials.

CLUB COVID-19 ILLNESS POLICY

Definitions:

“Individual” refers to and includes an employee, coach, volunteer, athlete, participant, or parent/spectator. **“Training environment”** refers to the designated area or space in which in-person artistic swimming training activities or events that take place either indoors or outdoors. The training environment does not include change rooms, hallways, staging areas, common areas, etc.

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 fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigues, and/or loss of appetite. Please refer to the BCCDC website for a full list of symptoms.

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 or is waiting for COVID-19 test results

- a. The individual must follow the direction of health officials.

5. Conditions Requiring Quarantine or Self-Isolation

Individuals are required to Quarantine or Self-isolate if:

- a. They have travelled outside of Canada or the province within the last 14 days.
- b. They have come in close contact with someone who has tested positive for COVID-19.
- c. They have been advised to do so by health officials.

EDUCATION & TRAINING PLAN

Coaches	<ul style="list-style-type: none"> - BCAS online training - LifeSaving Society Aquatic Sport Coach e-Learning - Online Training and Orientation session with Head Coach - BCAS Coach attestation & COVID-19 Quiz - Review of Technical Leaders Recommendations document - All training plans to be submitted to Head Coach for final approval for compliance with BCAS and Caprice Return to Sport Guidelines
Volunteers & Board Members	<ul style="list-style-type: none"> - BCAS online training - Online Training and Orientation session with Head Coach
Athletes	<ul style="list-style-type: none"> - Online Training and Orientation session with Head Coach - BCAS Athlete Attestation & COVID-19 Quiz - BCAS COVID-19 Daily Health Monitoring Questionnaire & Attestation <ul style="list-style-type: none"> - This must be completed prior to each training session - Review of BCAS Athlete Training Checklist

Parents	<ul style="list-style-type: none"> - Online Training and Orientation session with Head Coach - BCAS COVID-19 Daily Health Monitoring Questionnaire & Attestation <ul style="list-style-type: none"> - If athlete is under the age of 19 - Review of BCAS Athlete Training Checklist
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COMMUNICATIONS PLAN

Website	<ul style="list-style-type: none"> - Caprice COVID-19 Return to Sport Plan posted on Caprice COVID-19 Resources page - BCAS Return to Sport Guidelines and resources posted on Caprice COVID-19 Resources page - Return to Sport for athletes checklist posted on Caprice COVID-19 Resources page - Club Illness policy posted on Caprice COVID-19 Resources page - All Club related procedures and policies moving forward posted on Caprice COVID-19 Resources page
Coaches	<ul style="list-style-type: none"> - Coaches will receive email from club with Return to Sport document and Return to sport checklist - Coaches must complete Return to Sport orientation with head coach prior to returning to practice
Volunteers	<ul style="list-style-type: none"> - Volunteers will receive email from club with Return to Sport document and Return to sport checklist - Volunteers must complete Return to Sport orientation with head coach prior to returning to practice
Athletes	<ul style="list-style-type: none"> - Athletes will receive email from club with Return to Sport document and Return to sport checklist - Athletes must complete Return to Sport orientation with head coach prior to returning to practice - All communication regarding practices will be done virtually through email - Any signs or symptoms of COVID-19 in an athlete must be reported to the Risk Manager Immediately
Parents	<ul style="list-style-type: none"> - Parents will receive email from club with Return to Sport document and Return to sport checklist

	<ul style="list-style-type: none"> - Parents will receive links to club website and BCAS website to review COVID-19 documents and resources - Parents must complete Return to Sport orientation with head coach prior to returning to practice - All communication regarding practices will be done virtually through email - Any signs or symptoms of COVID-19 in an athlete must be reported to the Risk Manager Immediately via phone call or email
BCAS	<ul style="list-style-type: none"> - Should one or more of our members test positive for COVID-19, the Risk Manager will report the infection to BCAS.

MONITOR & UPDATE

Caprice Artistic Swim Club acknowledges that the current COVID-19 situation is changing daily and thus changes to recommendations, protocols and procedures will change to remain in compliance with the current health recommendations provided to us by BC's Provincial Health Officer and our governing sport bodies. Therefore, this Return to Sport document is a live, working document and will be updated on a regular basis to remain compliant with the BCAS return to sport guidelines, facility guidelines and provincial health guidelines. If any updates are to be made to this document, changes will be shown clearly and sent to the members for review in a timely manner. All documents and resources will be updated accordingly and posted on our website for access at all times.

ADDITIONAL RESOURCES

Canada Artistic Swimming: [Return to Artistic Swimming](#)

BC Artistic Swimming: [Return to Artistic Swimming Guidelines](#)

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](#)

WorkSafeBC: [Selecting and Using Masks in Non-Healthcare Settings](#)

WorkSafeBC: [How to Use a Mask](#)

WorkSafeBC: [First Aid Protocols During the COVID-19 Pandemic](#)

CASC Policies and Handbook: [CASC Policy Manual](#)