

COVID-19 Safety Plan

Effective September 2020

Camp Hill Swim Club

We've developed this COVID-19 Safety Plan to help you create and maintain a safe environment for you, volunteers' workers and your visitors.

| BUSINESS DETAILS |
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| Business name: Camp Hill Amateur Swim Club |
| Plan completed by: Club committee – All committee members will complete the recommended training and the committee will complete this checklist |
| Approved by: Debbie Driver <<insert approval date>> NYP |

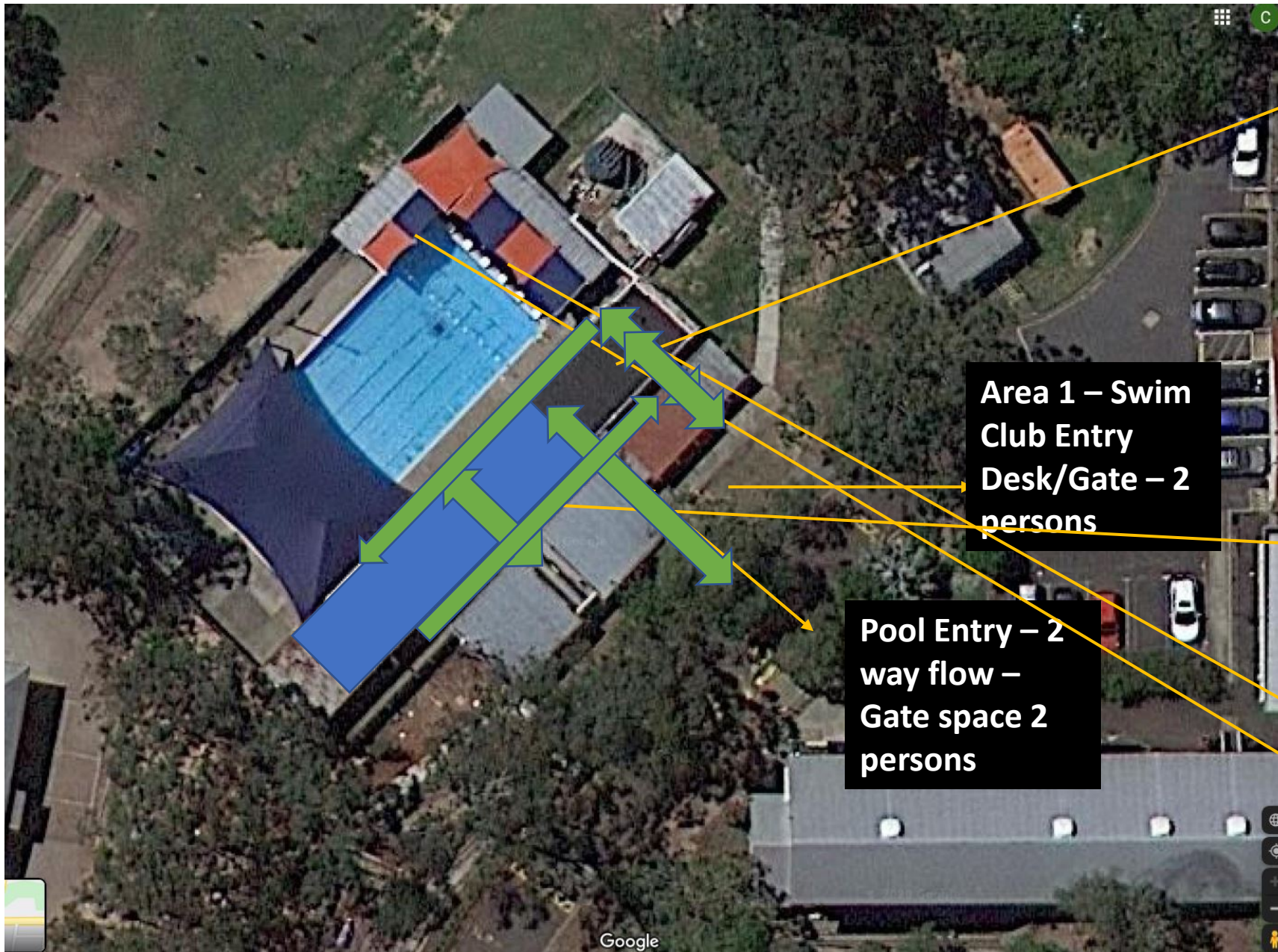
> REQUIREMENTS FOR [SWIMMING POOLS/CLUBS](#)

Requirements for your workplace and the actions you will put in place to keep your visitors and club members safe

| REQUIREMENTS | ACTIONS |
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| Wellbeing of club members, swim coaches and visitors | |
| Exclude staff, volunteers and visitors who are unwell. | Advise swimmers and parents/carers not to attend the pool if unwell or showing any COVID-19 like symptoms – Refer to QR code and COVID info flyer |
| Provide club members and volunteers with information and training on COVID-19, including when to get tested, physical distancing and cleaning, and how to manage a sick visitor. | Provide links on the Swim Club website with links to Qld Health |
| Display conditions of entry (website, social media, venue entry). Consider displaying the maximum number of people allowed in each room/space, shown at a clear place of entry. | Information that will be display on Swim Club nomination app, website and at the entry of the pool Only one person, or one family group to enter through the pool gate at one time – signage will be attached to the pool gates Signage with QR link before entry so all persons enter the pool for squad training, swimming lessons or club including pickup are to complete the online acknowledgment and registration form. |
| Physical distancing | |
| Ensure the number of people in the pool facility does not exceed one person per 4 square metres (including staff). Pool calculations completed using the following pool capacity (applies only to adult squad sessions, not to children) | The following restrictions will apply: Site Plan attached Total number of persons allowed in spectator seating area 72 excluding nominated swimmers and marshalling area. Entry desk will be set up outside the pool area and only 2 volunteers will be taking payments (sitting 1.5m apart) Entry to the pool will be 1 person at a time or one family group – once you have entered the pool area swimmers must wait to exit. |
| Ensure any spectators comply with 1.5 metres physical distance where practical, such as through staggered seating. People who live in the same household are not required to distance. | Canteen – only 1 volunteer in the canteen space at one time. One person to be served at one time. Adults will be encouraged not to line up. Purchase drink tickets also at entry. Follow the flow arrows – enter canteen area from gate direction. BBQ – only 2 volunteers in the BBQ area at one time – continue BBQ ticketing system (pay at the gate/canteen) and collect items when you are ready – only 1 person collecting food at one time. Enter BBQ area from pool gate direction and exit down the stairs. All swimmers to remain in the marshalling area during club night – all the nominated swimmers. All spectators (72 max) to remain in family groups and distancing will apply (1.5m) Announcer will remind club member COVID restrictions throughout the event. Announcer Notes |
| Ensure classes have no more than 20 participants, plus the instructor and any assistants, per space and comply with one person per 4 square metres. | Rollason's will only limit Adult squad training numbers to 2 persons per lane and only coaching staff will be allowed on the pool deck. |

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| Ensure activities are non-contact as much as practical. Accidental contact may occur but no deliberate body contact drills. | Coaching staff (2), Starter (1), timers (6), Announcer (1), Committee member (1), Nominator (1) and Marshall (1) to be on pool deck at any time. 1.5 m distancing will apply. |
| Implement measures to prevent crowding, such as limiting the number of swimmers to 3 per lane and ensuring physical distancing for adult swim classes (which can have up to 20 participants). | Limit the number of swimmers per lane – max 2 swimmers (6 lanes will remain) Only one Timer per lane on club night Marshall will remain 1.5m distance from swimmers when marshalling |
| For children's swim classes, take reasonable steps to ensure parents supervising or supporting children are physically distancing. | Learn 2 Swim classes will remain small and parents will be reminded on entry to the pool to physically distance while waiting for classes to complete. |
| Assess the safe capacity of communal facilities such as showers, change rooms and lockers. Communicate this at their entrance and have strategies in place to reduce crowding and promote physical distancing. | Change rooms will remain close during club night and only to be used by children during training. Swimmers will be requested to come to squad in their swim gear – no sharing of goggles, flippers or caps. Toilets will remain open for use – to be cleaned at the beginning of the day and at the end of the training sessions/club nights |
| Reduce crowding wherever possible and promote physical distancing with markers on the floor, including where people are asked to queue. | Markers will be placed in front of the canteen and at pool entry |
| Review regular business deliveries and request contactless delivery and invoicing where practical. | Orders will be delivered outside club times. |
| Hygiene and cleaning | |
| Adopt good hand hygiene practices. | Liquid soap, sanitizer and wipes will be provided for club and swim school user. |
| Ensure hand sanitiser is accessible at the venue entry and throughout the facility or ground. | Sanitiser will be located canteen, BBQ, coaches' desk and change room |
| Ensure bathrooms are well stocked with hand soap and paper towels. | To be checked and stocked at the beginning of each training, club session. |
| Provide visual aids above hand wash basins to support effective hand washing. | Signs above all sinks. |
| Clean frequently used indoor hard surface areas, at least daily; first with detergent and water, and then disinfect. Clean frequently touched areas and surfaces, including in communal facilities, several times per day. | Canteen floor to be cleaned after use and change rooms/toilets to be cleaned after use. Seating will be sprayed with disinfectant after club night. Swimming boards will be sprayed with disinfectant after use |
| Reduce sharing of any equipment where practical and ensure these are cleaned with detergent and disinfectant between use. | Swim Club will use their own cleaning equipment |
| Food Hygiene standards will apply | All food preparation will apply correct food handling procedures including the use of tongs, food preparation gloves, cleaning equipment and customer preparation – to be handled by BBQ staff only. Sanitiser and cleaning equipment will be located at the BBQ and in the canteen. |
| Maintain proper disinfectant levels and pH of pools and spas. | Will be checked daily and schools will be provided with reports for the contractors as per agreement. |
| Disinfectant solutions need to be maintained at an appropriate strength and used in accordance with the manufacturers' instructions. | As per recommendations |
| Staff are to wear gloves when cleaning and wash hands thoroughly before and after with soap and water | Plastic gloves will be provided to all volunteers for single use only. |
| Encourage contactless payment options. | Swim Club will continue to use their online payment system and the square on club nights. |
| Record keeping | |
| Keep a record of name and a mobile number or email address for all staff, volunteers, visitors, and contractors for a period of at least 28 days. Ensure records are used only for the purposes of tracing COVID-19 infections and are stored confidentially and securely. | QR code linked to an online form will be in use. (form based on this template) The codes will be located outside the pool area, and on the black fence within the pool area. |
| Make you club members and visitors aware of the COVIDSafe app and its benefits to support contact tracing if required. | A link to the app will be provided on the online acknowledgment/registration form. |
| Cooperate with Qld Health if contacted in relation to a positive case of COVID-19 at your club | Provide access to all Club registraitons |
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CAMP HILL SWIM CLUB – COVIDSAFE SITE PLAN



**Area 2 –
Marshalling
Area – All
nominated
swimmers
(children) +
Marshaller
x 1**

**BBQ – 2
persons**
**Canteen – 1
Persons**

**Area 1 – Swim
Club Entry
Desk/Gate – 2
persons**

**Area 3 – Spectator
seating – 72 persons
max (1.5m distancing)**

**Pool Entry – 2
way flow –
Gate space 2
persons**

**Area 4 – Pool Deck – 6
Timers, 1 Coach, 1
Nominator, 1 Announcer, 1
Starter, 1 committee
member**

**Flow of persons 1.5 distancing –
arrows on the ground marking
direction**