

Executive Summary

The Port Moody Aquarians (PMA) are aware of the Provincial guidelines and step-by-step processes outlined in BC's [Restart Plan¹](#), the Lifesaving Society's [Guideline for Reopening BC's Pools & Waterfronts²](#), BC Recreation and Parks Association [Guideline for Restarting Operations³](#), Swimming Canada's [Return to Swimming Resource Document⁴](#) and BCSSA's [Return to Swimming and Aquatic Sports⁵](#). In addition, this plan also reflects and follows the recommendations outlined in ViaSport BC's [Return to Sport Guidelines⁶](#) and is developed to be in accordance with WorkSafe BC's guidance for returning to safe operations in Phase 2 and Phase 3 of BC's Restart Plan. As a member of the community, our planning for the season and celebrations for our 50th Anniversary had been put on hold since the declaration of a pandemic and subsequent physical distancing order in March. We understand and appreciate the work of the municipalities within the Tri-Cities, and specifically Port Moody, in dealing with this unprecedented event. What follows is a plan to safely reintroduce one aspect of the community, with a specific focus on enabling children to participate safely in a sport with specific parameters, for Phase 3 of the Restart Plan.

This Return to Sport Plan was approved by the Board of Directors of the Port Moody Aquarians on **June 26, 2020**. Since information known about COVID-19, as well as current health and safety recommendations, can change rapidly, there may be a need to update this document. **Note: this document was last updated June 29, 2020.**

Definitions

- a) **Swimming Environment** – The “swimming environment” consists of the outdoor pool and deck space defined by the outer fencing, which includes the deck, a training pool, dive tank a storage shed, bathroom and showers (see: **Figure 2**)

Current State

Port Moody Aquarians (PMA) is a summer swimming club that operates within the BC Summer Swimming Association (BCSSA), a member of Swim BC. The club normally competes throughout the province between May and August with a Provincial Championship held in late August for qualified swimmers. Last year, the club employed 8 coaches full-time, 6 “junior” coaches part time and afforded opportunities to youth in grade 9 and above to volunteer as coaches for the club. PMA has been an integral recreational club with the city of Port Moody every summer for the past fifty years.

¹ Last updated May 29, 2020

² Last updated June 17, 2020

³ Last updated May 20, 2020

⁴ Last updated May 29, 2020

⁵ Last updated June 6, 2020

⁶ Last updated May 28, 2020

Historically, PMA begins its season on the first day of May at Westhill Pool. In June, PMA would typically also begin training at Rocky Point Pool and introduce our *Mini-Aquarians* program for younger children just learning how to swim competitively. The season also includes one main competition at Westhill Pool to coincide with Golden Spike Days in July.

Until mid-March of this year, planning was underway to open the pool as scheduled, host and attend meets, and train our athletes to compete against other swimmers. Registration was opened in early January and the club currently has approximately 90 swimmers committed to a modified season.

Purpose of this Document

This document aims to outline the principles, rules and operational activities, in accordance with provincial guidelines in order to be able to safely access facilities (outdoor pools) for the successful opening of a summer competitive swimming season for the Port Moody Aquarians. The goal is to get the kids swimming, safely, to swim fast and have fun.

Core Principles for the Summer of 2020 in Response to Covid

In accordance with provincial guidance, ViaSport, Lifesaving Society, Swimming Canada, the BC Summer Swimming Association and WorkSafe BC, the following represents a plan that adheres to four main principles :

- Be safe
- Alignment with provincial and municipal guidelines
- Swim Fast
- Have Fun

Prior to the Covid-19 pandemic PMA's Core Motto was to "*Swim Fast, Have Fun*". This year, we will incorporate Covid-19 health and safety protocols to our existing policies and apply them to everything we do and exhibit this in the pool and on the deck, and these guidelines will be woven throughout our policies. The outlined principles will ensure that we are able to "*Swim Fast and Have Fun*" in 2020.

Liability Insurance, Waiver & Indemnification

The Port Moody Aquarians general liability insurance coverage is obtained through the BCSSA (BC Summer Swim Association) and a General Liability policy underwritten through Markel Canada. The policy was renewed on March 30, 2020. As such, this insurance excludes Covid-19 contagion specifically. There is NO liability coverage for Covid-19 related claims in these documents. Therefore, Covid-19 is viewed as a risk management issue, rather than an insurance issue.

The BCSSA has, with the assistance of legal representation, developed a waiver for adults and indemnity agreement parents/guardians sign on behalf of minors which specifically acknowledges that Covid-19 transmission is a risk. Before returning to swim training, we will require a signed waiver and indemnity agreement for each participant (Appendix 3).

In addition, on June 10, 2020 the Government of BC issued Ministerial Order M183, which states:

Reliance on emergency and public health guidance

3(1)

...A sport organization, or a director, officer, employee or volunteer of a sport organization, is not liable for damages resulting, directly or indirectly, from an individual being or likely being infected with or exposed to SARS-CoV-2 as a result of the organization, administration, facilitation or provision of an organized sport activity...

As the Port Moody Aquarians are a “sport organization” defined under this Order, we will rely on the indemnity granted under it by following the public health guidance as outlined in this plan.

Steps to Safely Getting Back to the Pool


Step 1 – Understanding Provincial Guidance and Policy Development

According to the Government of BC’s Restart Plan (https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/gdx/bcs_restart_plan_web.pdf), there are four phases for a careful restart to the various sectors across BC – where sport can occur with precaution and adherence to guidelines in Phase 2.

Messaging and key steps are further outlined in the provinces [Go Forward Strategy](#), and [checklist](#). Specifically, we will follow the published guidelines (**Figure1**) as they relate to sport.

Figure 1

Additional Guidelines Sports/Recreation and Camps



- Routine daily symptom screening for all participants.

- Low contact sports especially those outdoors are considered safer. Identify high contact sports that should not take place during the pandemic.

- Clear policy for participants and staff who have the symptoms of a cold, flu, or COVID-19 symptoms, with any coughing or sneezing not participating.

- Staff and participants at higher risk of experiencing severe illness should not take part in recreational, sporting, or camp activities.

Each of these guidance documents have been reviewed and used to inform the steps PMA will take to get our kids and families back to swimming.

Step 2 – Developing Policies to Adhere to Guidelines

Two documents will be communicated to all members of PMA, in accordance with Figure 1 above and the guidelines from the other various organizations as listed, including the posting of a plan in accordance with WorkSafe BC:

- [BCSSA Phase 2 - Return to Swimming & Aquatic Sports](#)
 - [Lifesaving Society of BC & Yukon, Guidelines for Reopening BC's Pools & Waterfronts](#)
 - [BC Recreation and Parks Association, Guideline for Restarting Operations](#)
 - [Swimming Canada, Covid-19 Resource Hub](#)
 - [Aquatics Canada, Return to Aquatics Training, Principles for a Safe Return to Sport](#)
 - [Framework WorkSafe BC, Covid-19 Information and Resources for Employees and Employers](#)
 - [ViaSport, Return to Sport Guidelines for B.C.](#)
1. Clear Screening Policy (Appendix 1) to ensure that all individuals (which includes volunteers, participants and coaches) with symptoms of, or known/potential exposure, do not enter into the swimming environment. This policy will be used routinely for each grouping, upon entry to facility. Each participant will answer the screening questions and only be allowed into the facility if not showing or reporting symptoms.
 2. Clear Policy for Participants and Staff (Appendix 2) to help identify individuals who exhibit symptoms of a cold, flu or Covid-19 symptoms. This includes but is not limited to:

- a. respiratory symptoms (SOB, nasal congestion, coughing +/-sputum production), febrile illness,
 - b. gastro-intestinal symptoms (diarrhea, nausea & vomiting),
 - c. muscle aches (myalgia's) or,
 - d. excessive fatigue⁷.
3. Waiver (**Appendix 3**), as developed by the BCSSA and in conjunction with public health authorities, all Participants and Staff will sign a waiver in advance of returning to sport.
 4. In the event of any Participant or Staff exhibiting these symptoms before, during or immediately after swimming or training within the swimming environment, there is an isolation area designated at the facility (see: **Figure 2**). Any Participant or Staff with these symptoms will be asked to monitor their symptoms, get tested, and self-isolate for 14 days, or until obtaining a negative result.
 5. A [COVID-19 Safety Plan](#), as required by WorkSafe BC will be posted on site, at all times

Step 3 – Following Physical Distancing Rules in the Swimming Environment

To ensure that all swimmers, staff and members of PMA remain safe, the following rules will be introduced:

1. Only coaches and swimmers will be allowed in the swimming environment.
2. Physical distancing rules for members will begin in the parking lot at drop off and pick up and further described in the Policy for Participants and Staff.
3. The surrounding area within the fences of the pool, including the deck, will be closed to anyone but participants, staff and designated members (ie. Lifeguards).
4. All persons entering the swimming environment will adhere to physical distancing guidelines as published by the government of BC Provincial Health Officer.
5. A maximum of **22 swimmers** will be allowed in the pool at one time (Training Pool and Dive Tank combined, see: **Figure 2 and Figure 3**)
6. Adherence to physical distancing limits as established by the Lifesaving Society of 15 m² per swimmer for lap swimming and included in this plan as **Appendix 4**, permitted up to 6 swimmers per double lane (18 swimmers in Training Pool) and a further 4 swimmers in the Dive Tank.
7. Number of coaches and lifeguards permitted on deck will follow PHO guidelines and City requirements.

⁷ Recognizing the evolving nature of known COVID-19 signs and symptoms, these presenting criteria will be evaluated in accordance with best practices and partnerships with Fraser Health Authority Infection Control.

8. All athletes and coaches must arrive at the pool with appropriate uniform on and equipment available. At no time will the change rooms be used for putting on equipment, or share equipment with other Participants.
9. Once in the pool, coaches will assign a physically distanced home base for each swimmer for their start/stop/rest/coaches feedback.
10. Only one person permitted in the bathroom at a time.

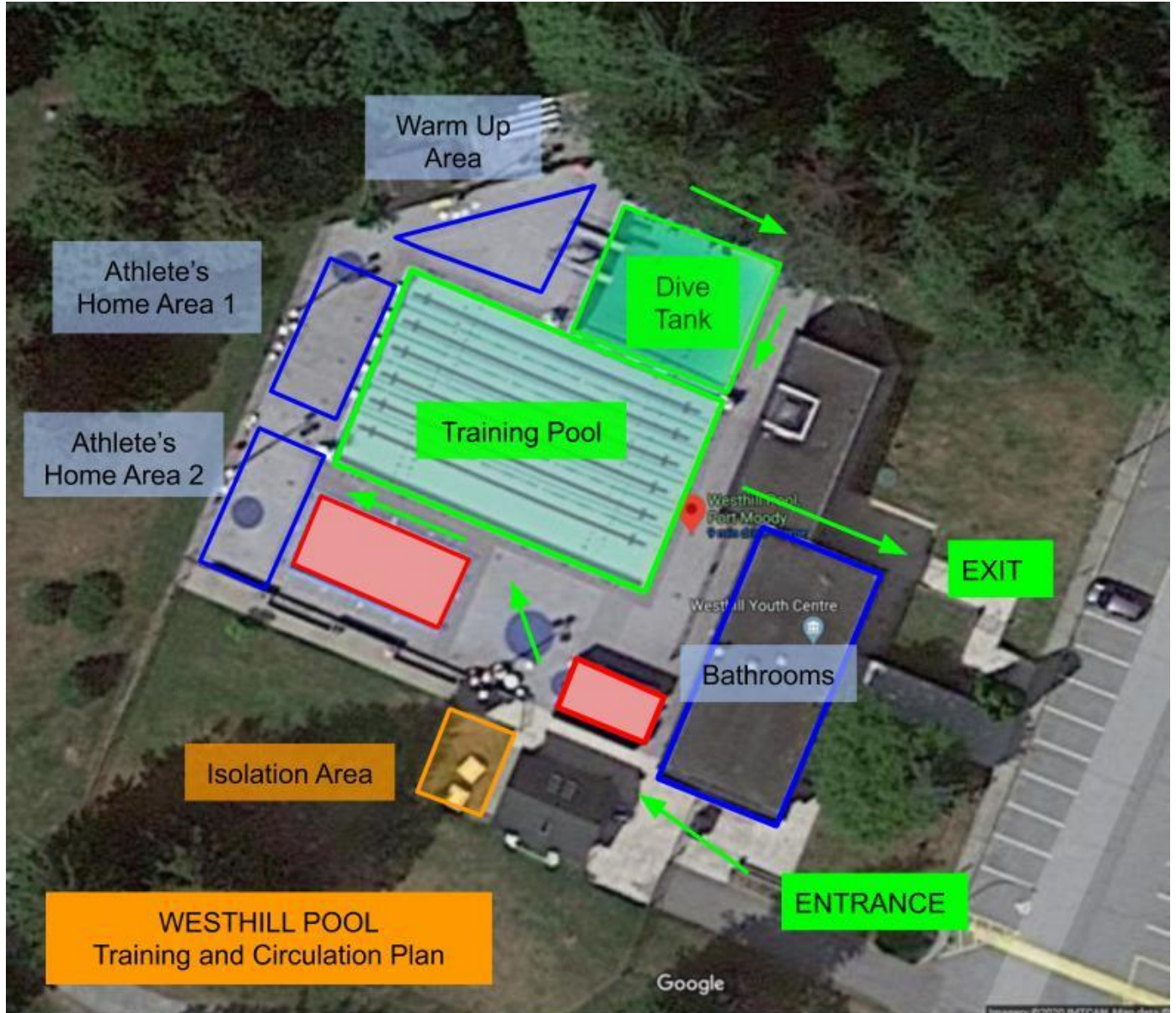
Step 4 – Physical Space Planning

Introducing Supplies, Tools and Guides to Support developed Covid Policies and Rules

1. Signs and Directional Guidance
 - a. Separate entrance and exit at the pool site (see: **Figure 2**).
2. Communication and Training (see: **Appendix 5**)
3. Visual maps, written letters, social media updates and regular check-ins from executive and coaching staff to enforce space plan.
4. Volunteers
 - a. Greeter
 - i. Role: To meet swimmers at the front of the pool and escort them to the deck in accordance to physical distance guidelines
5. Only one Executive Member (or their designate) present to welcome swimmers and review the protocols identified in Step 3, including collecting and reviewing the Screening Form.
6. Swimmers will be required to bring their own equipment, bags and towels that will be stored during training in a designated area located in one of the “Athlete’s Home Areas” (see: **Figure 2**).
7. When leaving the facility, Coach/Executive Member will be present at the exit, parents must meet swimmer at exit and adhere to PHO language with regards to congregation.

Training and Circulation Plan

Figure 2:



Practice Layout

- All personal equipment & clothing must be brought with an athlete and taken away by the athlete. Personal belongings should be placed 2 metres apart within designated Athlete Area (Figures 2) during training.
- There will be a hand sanitizer station at the entrance to the pool, for use after the swimmers answer their daily screening questions, but before entering the pool. Please allow time for this prior in water practice time. The use of personal hand sanitizer is accepted and encouraged.
- While in the water to maintain physical distancing of 2 metres, swimmers should swim in the middle of the lane only and return by the adjacent lane. See Figure 3. Four swimmers per each double lane, starting at opposite ends. Swimmers should remain in the middle of the lane they are in between sets.
- There is currently no evidence that Covid-19 survives in treated pool water and therefore there are no special disinfection procedures to put in place for equipment that is used in contact with chlorinated water.
- Treated pool water is an effective disinfectant and that risk while in contact with treated pool water is considered minimal.
- Participants may not share personal items such as water bottles, towels, or goggles.
- Consider goggles as mandatory.
- Swimmers should stay in the same group and in the same lane for the duration of each training session.
- Parents/guardians are encouraged to “drop & go”. If they must stay, it should be in their vehicle or properly social distanced in the parks surrounding the pool.
- There will be occasions when one group will be doing dry land training concurrently with another groups in water training. The dry land training will only be done outside the fence in an area away from the pool (not on the deck)

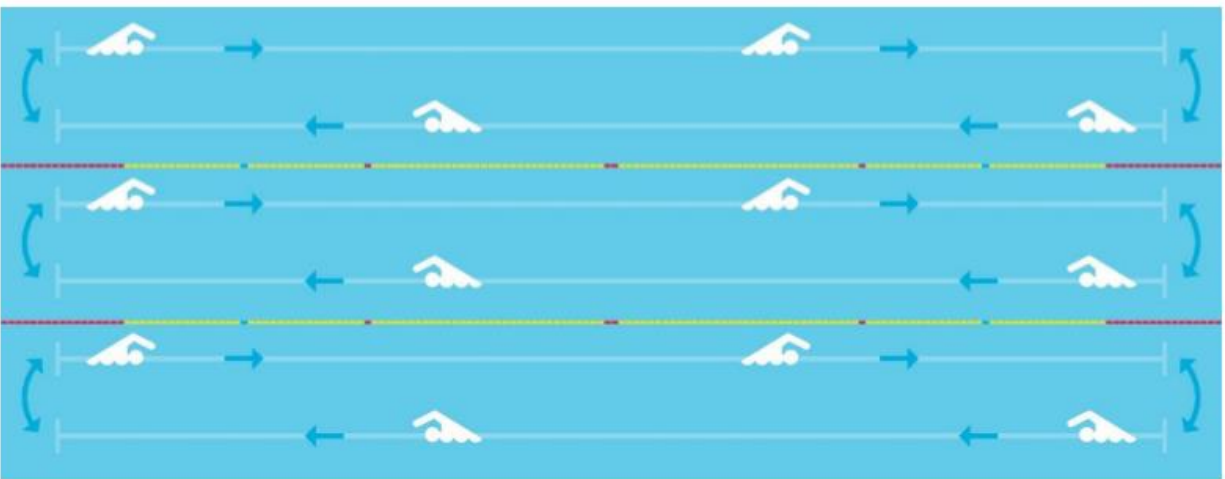


Figure 3: Double lane (5m wide), with four swimmers doing large circles to maintain distancing

Contact Tracing Record

Upon arrival for each training session, all swimmers must check in with their coach (or delegated volunteer) so an attendance record can be maintained. This record will include date and time of training, list of names of all swimmers and coaches in attendance, a Covid screening and hand hygiene check. Parents are encouraged to “drop & go”. For those that choose to stay, they should maintain proper social distancing in the public park areas outside the fence. These records will be maintained for at least 4 weeks from the date of training.

Cleaning

To minimize the amount of cleaning between user groups, the change room areas will remain closed, and only one person may use any bathroom at a time.

- Any shared club training equipment, if used, should be sanitized by immersion in chlorinated pool water for at least 1 minute.
- High touch, hard surfaces (door knobs, latches, faucets, sinks, toilets, light switches, tabletops, pace clock) should be wiped with sanitizing wipes by coaches (or delegate volunteer) after each practice.
- Pool decks hosed off as necessary
- Facility safety equipment (spine board, AED, rescue float) should be wiped with sanitizing wipes by coaches if used
- Swimmers should not share any personal or loaned equipment.
- Coaches should not share any equipment (stop watches, whistles, guard fanny packs)
- Signage will be placed to indicate things like: entrance and exit direction, social distancing reminders, designated athlete areas with markings on the deck to show proper spacing.

Personal Protective Equipment (PPE)

Coaches that are also certified and designated as guards during training should have their own fanny pack of PPE. Fanny packs should not be shared. If coaches do not have their own fanny packs, they should make this known to the club executive and necessary items will be procured from reputable source(s). Fanny packs should include: gloves, safety glasses, surgical masks, resuscitation equipment (BVM or one-way valve), hand sanitizer and disinfection wipes. The club is not currently aware of the city mitigation plan with respect to facility specific PPE. As this information becomes available, any deficiencies will be remedied.

Emergency Procedures and First Aid

PMA coaches that are certified and designated as guards are qualified to respond to Emergency and First Aid events in and around the Swimming Environment, as defined by this document. All certified guards will implement the safety procedures as outlined in the earlier referenced Lifesaving Society's [Guideline for Reopening BC's Pools & Waterfronts](#),⁸ as amended from time to time, and attached to this plan as **Appendix 6**. At the time of this writing, these published guidelines include, but are not limited to:

- COVID-19: Resuscitation & First Aid Recommendations;
- COVID-19 Facility Operations: Recommendations for Aquatic Staff Training;
- Rescue Ready Assessment Recommendations;
- Guidelines for In-Water Rescue;
- Protocols for Safety Education and Rule Enforcement;
- First Aid and Resuscitation Guidelines for COVID-19.

A full copy/copies of the Lifesaving Society's Guidelines will be printed and available on deck for all coaches.

Incorporation by Reference

This plan was produced by volunteer members of PMA, following as best they could the guidance of regulatory agencies and best practice in producing public policy and guidance documents in order to incorporate these guidance documents as integral parts of this plan. This includes the general statements found in [Guidelines for Incorporating Standards by Reference in Regulations to Support Public Policy Objectives](#)⁹ as issued by the Standards Council of Canada, whereas these guidelines "[are] intended to provide general guidance and policy advice on approaches to incorporation by reference for federal, provincial, and territorial stakeholders, including regulators, and other interested parties." As such, documents referenced herein are intended to form part of this plan and to be implemented as reasonably practical.

Disclaimer

This document has been approved by the Board of Directors of the Port Moody Aquarians Swim club and represents our plan to mitigate risk to the best of our ability. The plan is based on guidelines put forward by various agency documents as referenced herein. As new information becomes known about the COVID-19 coronavirus, and recommended health and safety measures become available, this plan will be revised and approved as deemed necessary. Best efforts will be made to ensure that our plan is up to date as we become aware of any changes to the Public Health Act or any of these other resources.

⁸ Last updated June 17, 2020

⁹ Last updated September 5, 2018

Appendix 1 – Screening Policy & Template Form (can be amended from time-to-time per PHO guidance)

Are you experiencing any of the following:

- Severe difficulty breathing (e.g. struggling to breathe or speaking in single words)
- Severe chest pain
- Having a very hard time waking up
- Feeling confused
- Losing consciousness

No Yes

Are you experiencing any of the following:

- Mild to moderate shortness of breath
- Inability to lie down because of difficulty breathing
- Chronic health conditions that you are having difficulty managing because of difficulty breathing

No Yes

Are you experiencing cold, flu or COVID-19-like symptoms, even mild ones?

Symptoms include: Fever*, chills, cough or worsening of chronic cough, shortness of breath, sore throat, runny nose, loss of sense of smell or taste, headache, fatigue, diarrhea, loss of appetite, nausea and vomiting, muscle aches.

While less common, symptoms can also include: stuffy nose, conjunctivitis (pink eye), dizziness, confusion, abdominal pain, skin rashes or discoloration of fingers or toes.

Fever: Average normal body temperature taken orally is about 37°C.

No Yes

Have you travelled to any countries outside Canada (including the United States) within the last 14 days?

No Yes

Did you provide care or have close contact with a person with confirmed COVID-19?

Note: This means you would have been contacted by your health authority's public health team.

No Yes

Appendix 2 – Policy for Participants and Staff

Any individuals (participant, staff, parent, guardian or volunteer) who exhibit symptoms of a cold, flu or other Covid-19 symptoms* shall not enter or remain around the facility.

Covid-19 symptoms includes but is not limited to:

- a. respiratory symptoms (SOB, nasal congestion, coughing +/-sputum production), febrile illness,
- b. gastro-intestinal symptoms (diarrhea, nausea & vomiting),
- c. muscle aches (myalgia's) or,
- d. excessive fatigue¹⁰.

If these symptoms occur during practice, or activity, the individual will be required to leave the facility. If those individual are unable to transport themselves, or should there not be a parent or guardian available to transport an individual away from the facility, they are to report to the Isolation Area as identified in **Figure 2**.

Any individual experiencing symptoms is asked to self-isolate and be tested for Covid-19 according to Health Authority protocol. A return to the swim program will be permissible after either a 14-day isolation period or a negative test result, following PHO and health authority guidance.

A contact tracing record will be maintained by coaches, and any individual who participated in swimming, coaching, volunteering or otherwise will have their attendance recorded and maintained for 4 weeks in case the need arises to trace possible connections to other individuals.

The club, its members, coaches, volunteers, swimmers and others will maintain social distancing guidelines whenever at the facility or club events. These guidelines may change from time-to-time and will be applied as required.

¹⁰ Recognizing the evolving nature of known COVID-19 signs and symptoms, these presenting criteria will be evaluated in accordance with best practices and partnerships with Fraser Health Authority Infection Control.

Appendix 3 – Waiver and Indemnity Forms

Waiver Form (Adults)



PMA_Waiver_Agreement_ADULTS.pdf

Indemnity Form (Minors)



PMA_Indemnity_Agreement_MINORS.pdf

Addendum to Facility Use



4. MIABC COVID 19 Assumption of Risk (Facility Use) Final.pdf

Appendix 4 – Lifesaving Society Model

A

Guidelines for Reopening BC's Swimming Pools and Waterfronts

26

Appendix H

Recreational Swimming/Day Camp and Groups Organization Model

Reception, Participant Health Check and Promotion of Behaviours that Prevent the Spread of COVID-19

- Educate swimmers on the rules of physical distancing, hygiene and respiratory etiquette.
- Do not allow entry to anyone with symptoms or who has been in contact with someone with symptoms
- Encourage swimmers to bring their own PFD and training equipment

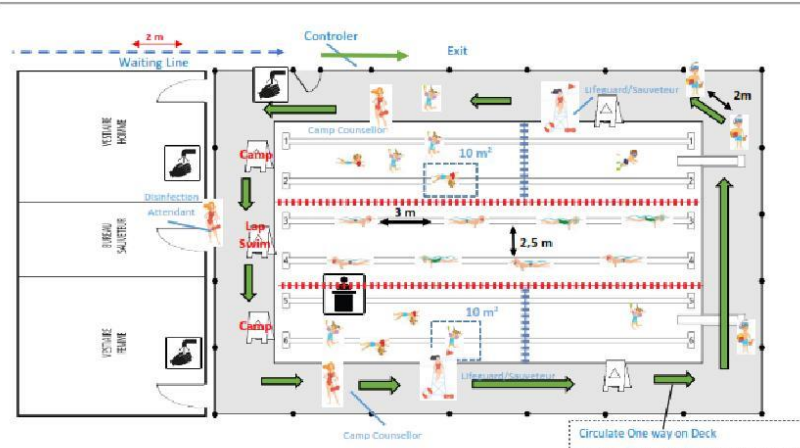
Physical Distancing, 2 metres:

- If possible, participants take a shower and change at home with access to the change room limited
- Swimming in one-way lanes, no overtaking, maintain a distance between swimmers and keep ends of lanes free
- Use the space on deck reserved for you or your household members or camp group

Hand Hygiene and Respiratory Etiquette, Cloth Face Coverings

- Ask swimmers to wash hand with soap for 20 seconds before swimming
- Encourage swimmers to wash hands often, to cover a sneeze or cough and throw away tissues as soon as used
- Encourage swimmers to cover their face: wear a cloth or mask when on deck except for swimming in the water
- Do not share training equipment, kickboard, pull buoy or personal flotation device (PFD); otherwise disinfect between each use

Model of organization of aquatics activities with physical distance



SCHEDULE TYPE (from 9 am to 4 pm)

LAP SWIM (# patrons)
9 to 10am (x8)
10:15 to 11:15am (x8)
11:30am to 12:30pm (x8)
12:45 to 1:30pm (x8)
1:45 to 2:30pm (x8)
2:45 to 3:45pm (x8)
6 groups of 8 patrons = 48 patrons/day

Estimated space allowed per swimmer

Pool = 25m x 15m = 375m²

Lap swim = 125 m² for 8 swimmers = 15 m² per swimmer

Diving = 2 x 50m² = 100 m² for 2 divers = 25 m² per diver

Shallow = 2 x 75m² = 150 m² for 25 children = 6 m² per bather

Deck = 220 m² for 34 bathers + 6 staff = 40 persons = 5.5 m² per bather

Restroom = 2 x 10m² = 20m² for 4 children + 1 staff = 5 persons = 4 m² per user

Appendix 5 - Communication and Training

To ensure that all swimmers, parents and staff understand the importance, severity and implications of the safety, health and hygiene protocols implemented by the club, the following Communication and Training will be introduced:

1. Prior to the start of the season, PMA will clearly communicate with its members that there are many changes to the policies and procedures for this season, and will make it clear to all participants that they must adhere to physical distancing guidelines.
2. PMA will post its Return to Sport plan on its website.
3. Prior to being allowed to begin the season, participants and parents will be required to sign a "PMA Pact", or declaration of compliance, that they agree to comply with PMA's health and safety protocols.
4. A training video (similar to this [Tae-Kwan Do video](#)), explaining the steps, policies and procedures for all participants, staff, parents and guardians will be shared by PMA for review in advance of training.
5. Prior to the first practice, parents will be given a briefing (in small, socially-distanced groups) about the health and safety procedures for the season.
6. PMA will conduct an Orientation Workshop with its coaches to review all of the health and safety policies and procedures for the modified season.

If any individual, participant, coach or volunteer tests positive for Covid-19, we will immediately contact the City of Port Moody and Fraser Health as per PHO guidance.

Appendix 6: Lifesaving Society's Guideline for Reopening BC's Pools & Waterfronts



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