

APPENDIX 5: STAFF/COACH/VOLUNTEER CHECKLIST

(Source: Swim Alberta's Return to In-Person Training and Swimming)

Use this checklist to help prepare for practice safely.

Before you Leave Home

- Complete the Alberta Health Daily Checklist (Appendix 1)
- Eat before you arrive.
- Thoroughly wash your hands with soap and warm water for a minimum of 20 seconds.
- Thoroughly wash water bottles with soap and warm water.
- Bring thoroughly washed / sanitized equipment (pilons, markings, etc.)
- Bring personal Whiteboard Kit if facility permits use. (markers, eraser and wipes to disinfect board)
- Use the washroom at home.
- Consider Activating Contact Tracing App on phone.

Arrival

- Set- up established entrances & exits with traffic flow considerations.
- Set-up traffic flow signs to your location.
- Set-up physical distancing 'grids' for participants.
- Respect physical distancing guidelines and cohort guidelines
- Wash at provided handwashing stations.
- Take attendance for all coaches and swimmers, including confirmation of daily health monitoring.
- DO NOT share water bottles.
- DO NOT share personal coaching items. (e.g. stopwatches)
- Sanitize all shared equipment between sessions. (pylons, cones, etc.)
- Consider wearing PPE (masks, gloves) at all times.
- Must wear PPE if dealing with an injured participant.

After activity is Complete

- Sanitize all shared equipment (balls, cones etc.) between group arrivals if applicable and at end of day.
- Take down established traffic flow signs, entrances & exits.
- Wash at provided handwashing stations, between group arrivals if applicable and at end of day.
- Respect physical distancing guidelines.
- Thoroughly wash water bottles with soap and warm water.
- Thoroughly wash equipment (clothing) each day.