



# Return to In-Person Training and Swimming

## Swim Alberta Requirements & Guidelines

Version 5

June 25, 2020

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## LEGAL DISCLAIMER

Swim Alberta has prepared this document based on the latest information available to date from third-party sources, including Swimming Canada and AHS. The document will be updated periodically as the situation around the COVID-19 pandemic evolves and more information comes available.

This document is meant to provide information and guidance as to best practices based on current information available as per the publication date. It also outlines requirements that clubs must adhere to in order to have events and activities sanctioned by Swim Alberta.

Each club is responsible for assessing the risks in their particular environment and establishing the appropriate safety procedures to minimize those risks, while following the advice and instructions of public health, government authorities, including facilities.

Additionally, it is an individual's responsibility for assessing his or her personal risks in consultation with medical professionals and for the outcome of his or her decisions and actions.

## REVISIONS

June 2, 2020 – Club Declaration Forms Added (Appendix 10)

June 15, 2020 – Updated document based on Alberta Government announcement of Stage 2 launch (12/06/20).

- Page 6 - Move to Step 3.
- Page 8 – Updated oversight by a responsible person by removing the age requirement, added cohort information, updated gathering size and updated guidance links for sport and pools.
- Page 12 – Added recommendation for clubs to have a COVID-19 Representative.
- Page 14 – Updated priority groups and phased return information, updated dryland information.
- Page 29-30 – Added Appendices for COVID-19 Representative and Swimming Cohort Examples.

June 23, 2020 – Updated coach checklist with whiteboard kit (appendix 5), added Summer Club Declaration (appendix 9) and updated cohort examples (appendix 11)

June 25, 2020 – Added link to Guidance for Cohorts (page 8), updated Alberta Health Daily Checklist (appendix 1), updated resource links (appendix 2), updated checklists (appendix 4, 5, 6 & 7)

## INTRODUCTION

Swim Alberta appreciates that the membership of Swim Alberta and the swimming community is anxious to return to some of our normal routines and activities that were both an important and large part of our daily lives prior to COVID-19. Swim Alberta looks forward to supporting our membership in many of the routines and activities that involve the sport of swimming, as we transition to opportunities to train outdoors in small group and eventually return to the water.

***The priority of Swim Alberta has always been and will always be the safety of our membership, specifically our athletes, as well as our coaches, volunteers, staff and families involved in the sport.***

Swim Alberta recognizes this is the priority of our clubs as well. As a collective group and community, this was demonstrated through how we significantly adapted and changed our routines and how we worked together over the last several months to flatten the curve of the COVID-19 pandemic. As important as our actions were over the last several months in supporting the health and safety of not only the swimming community but the community as a whole, our actions over the upcoming several months will be equally important. With the important relaunch of our economy through the leadership of our provincial government, it will remain vital that a continued effort to “return to sport” will need to be done in the safest way possible and to continue to follow all guidelines and restrictions that have been put in place through Alberta Health, the provincial government and your local municipality.

***Returning to sport will require your patience and support.***

As the swimming community begins to slowly relaunch some of the activities of our sport, including dryland training (outdoors) and our eventual return to facilities and pools, both the patience and support of the Swim Alberta membership and swimming community will be needed to ensure collectively our actions are in line with Alberta Health Services (AHS) and other provincial and municipal regulations and orders. By working together, the swimming community can ensure the safety of our athletes and entire membership as we return to the sport of swimming, a sport that ignites the passion in all of us.

***Commitment to the ongoing safety and updating of relevant and important information.***

The situation and information around COVID-19 continues to evolve quickly. The information in this document is based on the best information available at the time of publication. Swim Alberta will continue to monitor the situation very closely and will update this document accordingly.

Please don't hesitate to reach out to Swim Alberta staff with any questions you may have or any guidance you may need.

## OVERVIEW

### **Adherence to Requirements:**

The return to swimming, will be a gradual and phased process. Swim Alberta will follow the lead of Alberta Health Services (“AHS”) as it relates to permitted activities both outdoors that clubs can engage in for dryland training, in pools where water training can resume, and eventually competitions. Clubs need to also ensure they fully understand any additional local municipal regulations that may be in place.

On May 29, 2020 Swimming Canada released Version 1 of the [Return to Swimming Resource Document](#). Swim Alberta has been working closely with Swimming Canada in the development of the Return to Swimming Resource Document, and will continue to work closely and provide input into future versions of the resource document. This resource was developed with the intent that it be guidelines that the swimming community could use, but also stressed that provincial sections would need to follow the lead of their provincial health authorities. It was recognized that the country would open at different times and that as a swimming community we would need to adapt to our local/provincial conditions.

With the announcement by the Alberta Government on Tuesday June 9<sup>th</sup>, and the movement of recreation facilities into stage 2 of the provincial relaunch strategy, coupled with the changes to mass gatherings and permitted cohorts, Swim Alberta will be positioning the Return to Swimming to fully align with the AHS. Swim Alberta has also been working with the Government of Alberta, various facilities and LloydSadd (Insurance Provider) to ensure we understand the provincial Relaunch Strategy and how we can safely return to the sport of swimming. We are committed to continued work with these partners as we move through stage 2 and into stage 3 of the provincial strategy.

Club’s should work closely with their local facility/municipality to understand any different restrictions and limitations. Facilities may also open at different times across the province. Clubs should not be developing any guidelines or protocols that are independent or misaligned with Swim Alberta or AHS. Any additional restrictions or requirements of a club’s local facility/municipality should align with Swim Alberta, and AHS.

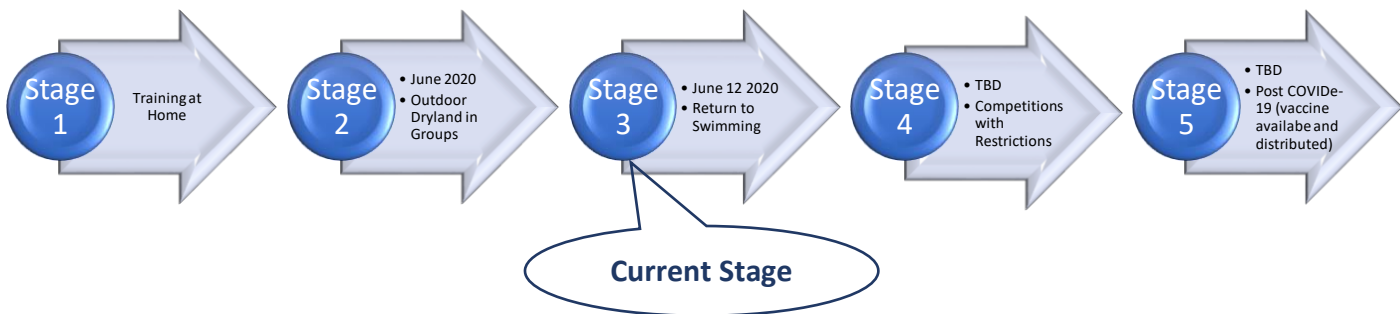
### **Conditions for In-Person Training and Return to Swimming (including outdoor training):**

Each stage outlined below will require, ALL of the following conditions to be met:

- √ The Federal and Provincial Governments eases imposed relevant restrictions in Alberta.
- √ The Government of Alberta implementation of [Alberta’s Relaunch Strategy – A safely staged COVID-19 recover plan to relaunch our economy](#).
- √ Municipal Governments allow organized sport to access swimming pools, gymnasiums, fields and fitness centres etc.
- √ Swim Alberta’s Return to In-Person Training & Swimming requirements are adhered to and followed, including any additional protocols, restrictions and guidelines that may be updated.

- √ Club’s and Club Members agree to adhere to Swim Alberta’s Return to In-Person Training & Swimming Requirements as presented in this document and future documents and submit any required club declarations or Acknowledgement and Assumption of Risk Forms.
- √ Individual Club Return to In-Person Training & Swimming Guidelines that have been developed in conjunction with your local facility. These plans are to be available upon request of Swim Alberta.
- √ Club’s ensure that all registered coaches, athletes, officials and parents understand and agree to follow all regulations as set out by AHS, the local municipality/facility and Swim Alberta.

**Timelines for Return to Swimming:**



Stage 1	Training at home	
Stage 2	Outdoor Dryland permitted in Groups	June 8, 2020 – Clubs permitted to do Outdoor Dryland training in groups having met all requirements and conditions of Stage 2.
Stage 3	Return to Swimming	June 12, 2020 – Facilities open and clubs have facility, lane and group size restrictions. All requirements and conditions of Stage 3 must be met.
Stage 4	Return to Competition	Date TBD. Restrictions will be in place for competitions. All requirement and conditions of Stage 4 must be met. Full development of requirements and conditions for competitions will be released at a later date.
Stage 5	Post COVID-19	Date TBD. Post COVID-19. Any requirements and conditions will be released at a later date.

## OPERATIONAL GUIDELINES AND REQUIREMENTS FOR RETURN TO TRAINING AND SWIMMING

Swim Alberta, in aligning with AHS, continues to monitor the most recent developments surrounding the Coronavirus (COVID-19) pandemic. To support our swimmers moving forward and taking into consideration the most up to date\* information and recommendations, the following are the requirements for a phased-in Return to in-Person Training and Swimming.

- Activity Requirements as Outlined by AHS
- General Requirements of Swim Alberta
- Outdoor Training Health and Safety Requirements
- Return to Swimming Health and Safety Requirements
- Return to Competition Health and Safety Requirements (Under Construction)
- Club Office Guidelines

\* It is important to note that these guidelines were published using the most current information available from AHS as of the publication/revision date. All requirements and guidelines must adhere to the most recent public orders as posted on the COVID-19 Orders and Legislation webpage. In the event that information in this document conflicts or contradicts regulations or orders from Alberta Health Services, the regulations/orders of AHS shall take precedence. All clubs have a responsibility to ensure they are aware and understand all orders, regulations and guidelines of AHS as it relates to COVID-19.

***A club MUST meet the minimum standards provided in these requirements and guidelines to offer any training activity. In assessing their own risk in their particular environment, a member club may use stricter guidelines.***

## ACTIVITY REQUIREMENTS AS OUTLINED BY ALBERTA HEALTH SERVICES

Clubs must ensure that all activities comply with these basic safety requirements in addition to any additional Provincial guidelines or requirements as outlined by AHS or local municipality. Clubs should ensure that all members, coaches and staff are aware of all requirements and guidelines and have these posted in an accessible location, such as your website or within your training facilities/areas.

Requirement	Description / Application	Link to Resource
<b>Oversight</b>	<p><b>The activity must be overseen by a responsible person who must ensure public health guidelines are adhered to.</b></p> <p>Individuals exhibiting symptoms of COVID-19 must be sent home immediately as per CMOH Order 05-2020</p>	<a href="#">CMOH Order 05-2020</a>
<b>Physical Distancing</b>	<p><b>The activity must comply with current Physical Distancing restrictions issued by AHS</b></p> <p>Individuals MUST maintain physical distancing of at least 2 metres from others or 3 metres for high intensity activity, unless they are from the same household or cohort.</p> <p>Consideration must be given to the arrival and departure of swimmers/staff that supports physical distancing requirements; except for family members or persons residing in the same household.</p>	<a href="#">Practice Physical Distancing</a>
<b>Cohorts</b>	<p><b>The activity must comply with Cohort guidelines of AHS.</b></p> <p>Cohorts, mini-leagues and bubbles should remain together during Stage 2 of Relaunch and only play (train) within the same geographical region. Cohorts should be supervised by a responsible person who has oversight of the maintenance of the group and other public health guidance.</p> <p>Cohorts cannot exceed 50 and includes swimmers, coaches, IST staff etc.</p> <p>Once formed, a cohort must remain together for the duration of phase 2. Members of a cohort should be kept separate from other cohorts during all swim activities.</p>	<p><a href="#">Return to Sport, Physical Activity and Recreation – Stage 2</a></p> <p><a href="#">Guidance for Cohorts</a></p>
<b>Gatherings</b>	<p><b>The activity must comply with current gathering restrictions issued by AHS.</b></p> <p>Groups must be limited to 100 people in one outdoor location. Capacity limit for pools is 100 people, as long as physical distancing of 2 metres is maintained. Spectators are limited to 100 people and may be permitted by facilities with physical distancing of at least 2 metres.</p>	<a href="#">Restrictions on Gatherings</a>
<b>Daily Health Screening</b>	<p><b>Individuals must answer the Alberta Health Daily Checklist prior to participating in any organized activity.</b></p> <p>If an individual answers <b>yes</b> to any of the questions, they <b>must not</b> be allowed to participate.</p>	<p><a href="#">Alberta Health Daily Checklist</a></p> <p><b>The checklist is available in Appendix 1.</b></p>



Requirement	Description / Application	Link to Resource
<b>Activities</b>	<b>Activities must follow specific sector guidance for all activities.</b> Clubs should work with their training facility to ensure the training session procedure meets the facility requirements.	<a href="#">Return to Sport, Physical Activity and Recreation – Stage 2</a>  <a href="#">Guidance for Swimming Pools and Whirlpools</a>
<b>Hygiene</b>	<b>Activity organizers must communicate appropriate hygiene measures for the activity in advance to all participants.</b> Activity organizers must ensure participant compliance with all hygiene measures.	<a href="#">Infection Prevention and Control</a>
<b>Contact Tracing</b>	Contact tracing logs for all swimmers and coaches must be completed for every training activity and be available to be accessed quickly to ensure efficient contact tracing. Contact Tracing logs can be done online or completed onsite by a responsible adult and must be maintained for a minimum of 2 weeks.	
<b>First Aid</b>	Activity organizers must ensure personal protective equipment is immediately available IF first aid treatment is required.	<a href="#">Guidance for Wearing Non-Medical Face Mask</a>

In addition, the Government of Alberta through Alberta Biz Connect has guidance for all businesses, including clubs to assist in the re-launch: [BIZ CONNECT WEBSITE](#)

## GENERAL REQUIREMENTS OF SWIM ALBERTA

In addition to the general activity requirements outlined by AHS, affiliated clubs are also required to abide by the following when organizing a training activity.

Requirement	Description / Application
<b>Registration</b>	All swimmers and coaches must be fully registered with the club, Swim Alberta and Swimming Canada.
<b>Individual Acknowledgement and Assumption of Risk &amp; Club Declaration Forms</b>	All swimmers (or parents/guardians if under 18 years of age) and coaches must complete and sign <i>an Acknowledgement and Assumption of Risk Form</i> . <i>These forms must be submitted to Swim Alberta.</i> <i>Clubs must provide a Declaration of Compliance</i> prior to commencing a return to outdoor training activities and also a return to swimming. These Declaration Forms must be submitted to Swim Alberta.
<b>Daily Health Monitoring</b>	<p>If athletes, coaches, and staff answer <b>yes</b> to any of the questions, they <b>must not</b> be allowed to participate.</p> <ol style="list-style-type: none"> <li>1. Do you or your child have any new onset (or worsening) of any of the following symptoms? <ul style="list-style-type: none"> <li>- Fever</li> <li>- Cough</li> <li>- Shortness of Breath / Difficulty Breathing</li> <li>- Sore Throat</li> <li>- Chills</li> <li>- Painful swallowing</li> <li>- Runny Nose / Nasal Congestion</li> <li>- Feeling unwell / Fatigued</li> <li>- Nausea / Vomiting / Diarrhea</li> <li>- Unexplained loss of appetite</li> <li>- Loss of sense of taste or smell</li> <li>- Muscle / Joint Aches</li> <li>- Headache</li> <li>- Conjunctivitis (commonly known as pink eye)</li> </ul> </li> <li>2. Has the person attending the activity/facility travelled outside of Canada in the last 14 days?</li> <li>3. Have you/your child had close <u>unprotected*</u> contact (face-to-face contact within 2 metres/6 feet) with someone who has travelled outside of Canada in the last 14 days and who is ill**?</li> <li>4. Have you/your child attending the program or activity had close <u>unprotected*</u> contact (face-to-face contact within 2 metres/6 feet) in the last 14 days with someone who is ill**?</li> <li>5. Have you/your child or anyone in your household been in close <u>unprotected*</u> contact in the last 14 days with someone who is being investigated or confirmed to be a case of COVID-19?</li> </ol> <p>* "unprotected" means close contact without appropriate personal protective equipment. ** "ill" means someone with COVID-19 symptoms on the list above.</p>

Requirement	Description / Application
	<p>If you have answered “yes” to any of the above questions <b>do not</b> participate. Go home and use the <a href="#">AHS Online Assessment Tool</a> to determine if testing is recommended.</p> <p><i>(Source: AHS)</i> Stay home when sick, even with mild symptoms.</p> <ul style="list-style-type: none"> <li>- Any athlete or staff member that is required to leave a training session as a consequence of experiencing signs or symptoms consistent with COVID-19 is required to contact their physician to consider the appropriateness of further investigations. Further investigations may include a test for COVID-19, which then may lead to the notification of appropriate public health officials regarding a positive test result. Public health officials will determine any requirements related to facility and/or group operations, as well as any requirements around contact tracing as it relates to managing the spread of the virus. The athlete or staff member may not return until receiving clearance from the physician, and if a test for COVID-19 was completed, a negative test result will be required before further training is permitted. If home isolation is required, guidelines have been provided in a subsequent section below.</li> <li>- Staff or athletes at risk for severe illness from COVID-19 are recommended to review their specific health concerns with their primary care provider prior to attending training sessions.</li> <li>- Common underlying health conditions which may place an individual at higher risk would include hypertension, heart disease, diabetes, obesity, chronic respiratory diseases such as asthma and those who are otherwise immunocompromised.</li> </ul> <p><i>(Source: Swimming Canada’s Return to Swimming Resource document)</i></p>
<b>Safe Sport</b>	<p>All efforts should be made to ensure that <b>Open and Observable</b> environments are maintained at all times. Open and observable environments mean making meaningful and concerted efforts to avoid situations where a coach, official or other representative might be alone with an athlete and/or vulnerable individual. All interactions between an athlete and an individual who is in a position of trust should normally, and wherever possible, be in an environment or space that is both “open” and “observable” to others. Open and Observable environments also apply to online communication. All forms of electronic communication (email, text, Zoom, Skype, etc.) should never be in the form of a one-on-one interaction and should always be done in a group setting. Training sessions should include a minimum of 3 people.</p>
<b>Participation</b>	<p>Swimmers must be able to understand and adhere to personal hygiene measures, physical distancing measures and recommendations, cohort measures and screening protocols recommendations issued by AHS. Supplementary Physical Distance Guidelines</p>

Requirement	Description / Application
	<p>specific to Swimming are outlined in the Swimming Canada Return to Swimming Resource Document.</p> <p>Health Monitoring Guidelines as outlined in Swimming Canada’s Return to Swimming Resource document should be followed.</p>
<b>COVID-19 Representative</b>	<p>Each club should designate a COVID-19 Representative, a role description is available in Appendix 10.</p> <p>If an athlete or staff tests positive for COVID-19, the training group protocol for a positive test as outlined in the Swimming Canada Return to Swimming Resource Document as well as the requirements of AHS must be followed.</p>
<b>Scheduling</b>	<p>Activities must be scheduled to allow a buffer between sessions to avoid an overlap of participants in the activity space as well as during pick-up / drop-off.</p>
<b>Transportation</b>	<p>Carpooling or transporting individuals outside the cohort is not permitted.</p>
<b>Spectators</b>	<p>At this time, no competitions or time trials are being sanctioned and spectators should be minimal. Spectators need to follow any requirements as outlined by the facility.</p>
<b>Parents</b>	<p>Parents must drop off and pick-up swimmers at a designated location.</p>
<b>Equipment</b>	<p>Personal training equipment cannot be shared.</p> <p>Use of Equipment Guidelines as outlined by both AHS and in the Swimming Canada Return to Swimming Resource Document should be followed.</p>
<b>Food &amp; Water</b>	<p>No sharing of water bottles, communal water coolers are not permitted.</p> <p>Individual participants must bring their own water bottle filled at home prior to any training activity.</p>
<b>Personal Protective Equipment</b>	<p>Provide your staff/coaches with any protective items required by the health authorities and ensure that each member of your staff washes and/or sanitizes their hands regularly in accordance with established guidelines or expectations.</p>

## OUTDOOR TRAINING HEALTH & SAFETY REQUIREMENTS

In addition to the activity requirements outlined by AHS and the General Requirements of Swim Alberta, the following requirements must be adhered to for outdoor training.

Requirement	Description / Application
<b>Club Declaration &amp; Plan</b>	The club must submit an outdoor training club declaration form to Swim Alberta. The club must have a written plan available upon request of Swim Alberta. Clubs should ensure that all members, coaches and staff are aware of all requirements and guidelines and have these posted in an accessible location, such as your website or within your training facilities/areas.
<b>Group Size and Physical Distancing During Outdoor Training</b>	<p>Groups are limited to a maximum of 100 with a minimum distance of 2 metres between participants. Groups that share a single space, for example a playing field, should be separated by at least 2 metres with a clear demarcation between groups (such as a rope, chalk-line) to restrict mixing. Where possible space should establish clear one-way flow patterns to avoid multiple groups from inadvertently interacting. After the activity/training session individuals should minimize time spent in parking lots and maintain lots when returning to vehicles or homes.</p> <p>Remind and enforce physical distancing requirements between coaches, participants, and parents/guardians. Recommend that only one parent/guardian drop-off and pick-up their child/player.</p>
<b>Inclement Weather</b>	Clubs and coaches are expected to monitor the weather conditions to ensure that swimmers are not training outdoors during weather that may impact the health and safety of any individuals. Each club must have an appropriate cancelation plan should the weather not be suitable or safe for activity.
<b>Field Awareness</b>	Some municipalities require that booking permits for fields or outdoor spaces prior to use. Ensure that the space is available prior to planning activities.
<b>Travel</b>	At this time, outdoor training activities should be restricted to regional opportunities.

## RETURN TO SWIMMING HEALTH & SAFETY REQUIREMENTS

**\*\* Important: A return to swimming will only occur when AHS lift the order to close all facilities, including swimming pools AND the respective facility has been opened by the local municipality. Swim Alberta does not sanction the use of private home pools.**

**In addition to the activity requirements outlined by AHS and the General Requirements of Swim Alberta, the following requirements must be adhered to return to swimming.**

<b>Requirement</b>	<b>Description / Application</b>
<b>Club Declaration &amp; Plan</b>	The club must submit a return to swimming club declaration form to Swim Alberta. The club must have a written plan available upon request of Swim Alberta. This written plan should adhere to all requirements of AHS and Swim Alberta. Clubs should ensure that all members, coaches and staff are aware of all requirements and guidelines and have these posted in an accessible location, such as your website or within your training facilities/areas.
<b>Priority Groups and Phased Return</b>	Clubs should consider establishing priority training groups and resume training in a phased approach.
<b>Training Session Procedure</b>	A training session procedure should be documented for all swimmers and coaches, using Swimming Canada’s Return to Swimming Resource document.
<b>Training Content and Program Design</b>	The return to swimming training plan should take into consideration the in-water training disruption to swimmers’ annual training plans and ensure appropriate program design and development.
<b>Dryland</b>	Facilities may permit dryland training on the pool deck however the space should be marked for physical distancing and should also be designated space on the pool deck.
<b>Local Municipality and Facility Requirements</b>	Each local municipality and facility may have additional requirements which must be adhered to in order to return to swimming.
<b>Travel</b>	Swimming activities should be restricted to regional facilities, and travel outside the region and province is not recommended.
<b>Open Water Training</b>	Clubs should follow the information available in Swimming Canada’s Open Water Swimming Safety Guidelines – Coaching a Training Group. Approval of Swim Alberta is required.

## RETURN TO COMPETITION HEALTH & SAFETY REQUIREMENTS

The return to competition requirements will be published at a later date. **Swim Alberta is not sanctioning any competitions or time trials at this time.**

Requirement	Description / Application

## CLUB OFFICE GUIDELINES

Swim Alberta recognizes that while training will generally occur outdoors and in aquatic facilities there are clubs who operate office space. These organizations must familiarize themselves with and abide by Alberta’s Workplace Guidance for Business Owners as well as facility requirements. The chart below provides a very basic summary of applicable guidelines.

Requirement	Description / Application
<b>Communication</b>	Notify workers, volunteers and patrons of the steps being taken to prevent the risk of transmission of infection, and the importance of their roles in these measures. Post appropriate signs throughout the space, where possible, noting expectations around physical distancing, hand hygiene, cough/sneeze etiquette, sanitizing practices, no loitering, etc.
<b>Screening and Tracing</b>	Implement daily screening of staff and volunteers for symptoms of fever, sore throat, cough, runny nose or difficulty breathing. Health Monitoring Guidelines can be applied for staff and work places, as well as training groups. Maintain contact tracing records for all staff and volunteers.
<b>Guidelines for Prevention</b>	Provide personal protective equipment to workers and volunteers and provide training on how to use properly. Limit all occasions for gatherings by making all communal or public areas in your office/facility inaccessible. All chairs and tables in communal areas must be inaccessible or removed to avoid all gatherings. Delimit closed areas or the ones where a maximum number of people is required. Use markings on the ground to indicate proper distancing from staff. Frequently clean and disinfectant all surfaces, including counters, door handles, benches, etc. All doors accessible to the public must remain open to avoid contact with door handles. Soap or hand sanitizer must be made available to all people in various locations throughout your facility. Regularly remind and encourage people to wash their hands and adopt proper hygiene practices.



## APPENDIX 1: ALBERTA HEALTH DAILY CHECKLIST

(Source: AHS)

If an individual answer **yes** to any of the questions, they **must not** be allowed to participate in the sport. Children and youth will need a parent to assist them to complete this screening tool.

1.	Do you/your child have any new onset (or worsening) of any of the symptoms:	CIRCLE ONE	
	Fever	YES	NO
	Cough	YES	NO
	Shortness of Breath / Difficulty Breathing	YES	NO
	Sore throat	YES	NO
	Chills	YES	NO
	Painful swallowing	YES	NO
	Runny Nose / Nasal Congestion	YES	NO
	Feeling unwell / Fatigued	YES	NO
	Nausea / Vomiting / Diarrhea	YES	NO
	Unexplained loss of appetite	YES	NO
	Loss of sense of taste or smell	YES	NO
	Muscle/ Joint aches	YES	NO
	Headache	YES	NO
	Conjunctivitis (commonly known as pink eye)	YES	NO
2.	Has the person attending the activity/facility travelled outside of Canada in the last 14 days?	YES	NO
3.	Have you/your child had close <u>unprotected*</u> contact (face-to-face contact within 2 metres/6 feet) with someone who has travelled outside of Canada in the last 14 days and who is ill**?	YES	NO
4.	Have you/your child attending the program or activity had close <u>unprotected*</u> contact (face-to-face contact within 2 metres/6 feet) in the last 14 days with someone who is ill**?	YES	NO
5.	Have you/your child or anyone in your household been in close <u>unprotected*</u> contact in the last 14 days with someone who is being investigated or confirmed to be a case of COVID-19?	YES	NO

\* “unprotected” means close contact without appropriate personal protective equipment.

\*\* “ill” means someone with COVID-19 symptoms on the list above.

If you have answered “**yes**” to any of the above questions **do not** participate. Go home and use the [AHS Online Assessment Tool](#) to determine if testing is recommended.

## APPENDIX 2: RESOURCES

### Swim Alberta COVID-19 Resources

- <https://swimalberta.ca/COVID-19/>

### Alberta's Re-Launch Strategy

- <https://www.alberta.ca/alberta-relaunch-strategy.aspx#stages>

### COVID-19 Information for Albertans

- <https://www.alberta.ca/coronavirus-info-for-albertans.aspx>

### Alberta Health Daily Checklist

- <https://www.alberta.ca/assets/documents/covid-19-relaunch-daily-checklist.pdf>

### Guidance Documents

- <https://www.alberta.ca/guidance-documents.aspx>

### Guidance for Cohorts

- <https://www.alberta.ca/assets/documents/covid-19-relaunch-guidance-cohorts.pdf>

### Guidance for Swimming Pools and Whirlpools

- <https://www.alberta.ca/assets/documents/COVID-19-relaunch-guidance-swimming-pools-and-whirlpools.pdf>

### Guidance for Sport, Physical Activity and Recreation

- <https://www.alberta.ca/assets/documents/COVID-19-relaunch-sports-physical-activity-and-recreation.pdf>

### Guidance for Outdoor Fitness

- <https://www.alberta.ca/assets/documents/COVID-19-relaunch-guidance-organized-sport-physical-activity-and-recreation.pdf>

### Restricted and Non-Restricted Services

- <https://www.alberta.ca/restricted-and-non-restricted-services.aspx>

### Help Prevent the Spread

- <https://www.alberta.ca/prevent-the-spread.aspx>

### AHS Online Assessment Tool

- <https://myhealth.alberta.ca/Journey/COVID-19/Pages/COVID-Self-Assessment.aspx>

#### ABTraceTogether

- <https://www.alberta.ca/ab-trace-together.aspx>

#### Swimming Canada's Return to Swimming Resource

- <https://www.swimming.ca/en/resource-hub/>

#### Training Videos

##### Proper use of Masks

<https://www.youtube.com/watch?v=PwYapjQUVmo>

##### Washing Hands Efficiently

<https://www.canada.ca/en/public-health/services/video/COVID-19-hand-washing.html>

##### Physical Distancing: Staying 2m apart

[https://www.youtube.com/watch?v=TwVoG\\_Oefcg&feature=emb\\_logo](https://www.youtube.com/watch?v=TwVoG_Oefcg&feature=emb_logo)

<https://www.canada.ca/en/public-health/services/video/COVID-19-physical-distancing.html>

##### Safe Removal of Used Gloves

<https://www.youtube.com/watch?v=ATU383IIfT8>

# APPENDIX 3: CONTACT TRACING LOG

## Contact Tracing Log for [Swim Club Name]

All players, coaches, volunteers and parents/guardians who drop off their children must be included in this log. The log can be electronic or completed on site by a responsible adult.

The information collected on this document is being collected to assist in the management of the COVID-19 pandemic. This information will be kept in a safe and secure location and will be provided to AHS if it is requested for contact tracing services. This log must be provided to Swim Alberta upon request.

[Swim Club Name] will not use this information for any other purpose and will destroy this record after two (2) weeks.

Under Privacy Regulations you have a right to access and correct any information that is held about you.

Date:			
Full Name	Daily Health Monitoring Confirmation <i>Did you answer 'no' to all Health Monitoring questions prior to coming to practice?</i>	Time-in	Time-out

## APPENDIX 4: SWIMMER CHECKLIST

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

Use this checklist to help your swimmer prepare for practice.

### Before you Leave Home

- Complete the Alberta Health Daily Checklist (Appendix 1)
- Eat before you come – no food on premises.
- 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 filled water bottle(s).
- Bring thoroughly washed equipment.
- Use the washroom at home.
- Consider bringing a mask and personal hand sanitizer.

### Arrival

- Meet at designated the designated location.
- Respect physical distancing guidelines and/or cohort guidelines.
- Register your attendance for contact tracing and provide confirmation of Daily Health Monitoring.
- Wash hands at provided handwashing stations.
- DO NOT share water bottles.
- Follow traffic flow signs at your location.

### After activity is Complete

- No Loitering
- Exit through established exits.
- Wash at provided handwashing stations.
- Follow traffic flow signs out of your location.
- Respect physical distancing guidelines.
- Thoroughly wash water bottles with soap and warm water.
- Thoroughly wash clothing and sanitize equipment. (e.g. yoga mat)

## 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.

## APPENDIX 6: PARENT/GUARDIAN CHECKLIST

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

Use the below checklist to help prepare your swimmer for practice.

### Before you Leave Home

- Complete the Alberta Health Daily Checklist (Appendix 1)
- Check the expected weather conditions.
- Thoroughly wash your hands with soap and warm water for a minimum of 20 seconds.
- Thoroughly wash water bottles with soap and warm water.
- Use the washroom at home.
- Consider bringing a mask and personal hand sanitizer.
- Consider Activating Contact Tracing App on phone.

### Arrival

- Drop participant at designated location.
- Respect physical distancing guidelines and ensure athletes are only in one sport cohort if established.
- Consider wearing PPE (masks, gloves) at all times.

### After activity is Complete

- No Loitering.
- Respect physical distancing guidelines.
- Pick up participant at designated location.
- Leave location immediately.
- Thoroughly wash water bottles with soap and warm water.
- Thoroughly wash clothing and sanitize equipment. (e.g. yoga mat)

## APPENDIX 7: SWIM CLUB REQUIREMENTS FOR RETURN TO IN-PERSON TRAINING AND SWIMMING

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

**Use this checklist to ensure the club has met all requirements for return to in-person training and swimming.**

### Government Requirements

- Federal / Provincial restrictions have been lifted to permit for training to occur.

### Municipal / Regional Requirements

- Municipal restrictions have been lifted to permit for training to occur.

### Swim Alberta Requirements

- Submitted Club Declaration form for Outdoor Activities / Return to Swimming
- Completed a Return to Training Plan and is available (outdoor / return to swimming)

### Activity Requirements as Outlined by AHS

- Only responsible individuals may oversee activities.
- Physical distancing measures of a minimum 2 metres between individuals not in the same household or cohort are implemented.
- Clubs may choose to form a training cohort of no more than 50 individuals who participate in the same sport or activity, and remain together for the duration of Stage 2. Members of a cohort cannot mix with another cohort.
- Group sizes for training do not exceed 100 people in one outdoor location. Maximum number for a pool is 100 people.
- Process for completion of the Alberta Health Daily Checklist (Appendix 1) for all swimmers, coaches and staff.
- Personal hygiene measures are in place for all activities (training and administration)
  - Frequent hand washing / sanitizing
  - Cough / sneeze etiquette
  - Do not attend if feeling any COVID-19 symptoms
- Process for Contact Tracing has been implemented including secure storage/retention of information.
- Personal Protective Equipment is readily available if activity organizers are required to provide First Aid.



### General Requirements of Swim Alberta

- Training only available to current and fully registered participants.
- Signed Acknowledgement and Assumption of Risk Forms have been received and are on file for all registered participants.
- All interactions between coaches and participants will be in an environment that is both **'open and observable'**. Training sessions to include a minimum of three participants.
- All participants will understand and adhere to physical distancing measures as outlined by AHS.
- Consider designating a COVID-19 representative, a role description is available in appendix 10.
- Activities must be scheduled with a buffer to limit overlap of participants.
- Carpooling outside the cohort is not permitted.
- Parents must drop-off / pick-up swimmers at a designated location.
- No shared equipment. Safe use of equipment measures in place, including cleaning & sanitization of equipment before and after every session.
- No sharing of water bottles, participants must bring bottles filled from home.
- Staff is provided with appropriate Personal Protective Equipment.

### Outdoor Training Health & Safety Requirements

- Submit an outdoor training club declaration to Swim Alberta.
- The club must have a written plan available upon request of Swim Alberta.
- Ensure all members, coaches and staff are aware of all requirements and guidelines.
- Group size is limited to 100 coaches and swimmers in one outdoor location with a physical distancing measures put in place.
- Outdoor activities to be cancelled due to inclement weather.
- Ensure the space is available and is booked with any required permits as per local municipality requirements.
- Outdoor training activities should be limited to local opportunities.

### Return to Swimming Health and Safety Requirements

- Submit a return to swimming club declaration to Swim Alberta.
- Ensure all members, coaches and staff are aware of all requirements and guidelines.
- Have a written plan including all of the following items based on all activity requirements and guidance outlined by AHS and the General Requirements of Swim Alberta.
- Local municipality and facility requirements met

- Swimming activities restricted to regional facilities
- Open water training follows Swimming Canada's Open Water Swimming Safety Guidelines – Coaching a Training Group and has been approved by Swim Alberta.

### **Return to Competition Requirements**

*These requirements will be published at a later date.*

### **Club Office Guidelines**

- Verified with provincial / municipal restrictions that office space is permitted to open.
- Implemented applicable requirements outlined in Workplace Guidelines for Business Owners.
  - Conducted Hazard Assessment and identified risks associated with COVID-19
  - Compliant with communication requirements
  - Compliant with prevention requirements
  - Implemented controls to ensure the safety of staff, volunteers and patrons.

## **APPENDIX 8: ACKNOWLEDGEMENT AND ASSUMPTION OF RISK FORMS**

Acknowledgement and Assumption of Risk Forms are available, please contact Val Carr at [val@swimalberta.ca](mailto:val@swimalberta.ca)

## APPENDIX 9: CLUB DECLARATION FORMS

### YEAR ROUND CLUB DECLARATION COVID 19 - Outdoor Activities

Clubs wishing to engage in outdoor training activities must ensure they follow any provincial and/or local rules with respect to participation numbers, booking space as well as any other requirements outlined by the provincial or local authorities. In addition to following the rules, programs must also ensure that there is a plan in place that is understood and will be followed by all staff, participants and spectators to ensure the safety of all participants.

I hereby declare that the \_\_\_\_\_ (club name) has a written plan that follows the provincial rules for outdoor physical activity, that the plan aligns with the requirements of Swim Alberta, that the plan has been published or posted, and that the plan has been communicated to all members who will attend outdoor training.

Club Name:

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Club President's Name:

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Club President's Signature:

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Club Head Coach Name:

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Club Head Coach Signature:

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Date (mm/dd/yyyy): \_\_\_\_\_

Should you have any questions or concerns, please contact [kevin@swimalberta.ca](mailto:kevin@swimalberta.ca).

## YEAR ROUND CLUB DECLARATION COVID 19 – Return to Swimming

Clubs wishing to return to swimming must ensure they follow any provincial and/or local rules with respect to participation numbers, booking space as well as any other requirements of the facility. In addition to following the rules, programs must also ensure that there is a plan in place that is understood and will be followed by all staff, participants and spectators to ensure the safety of all participants.

I hereby declare that the \_\_\_\_\_ (club name) has a written plan that follows the provincial rules for swimming, that the plan aligns with the requirements of Swim Alberta, that the plan has been published or posted, and that the plan has been communicated to all members who will attend swimming training.

Club Name:

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Club President's Name:

---

Club President's Signature:

---

Club Head Coach Name:

---

Club Head Coach Signature:

---

Date (mm/dd/yyyy): \_\_\_\_\_

Should you have any questions or concerns, please contact [kevin@swimalberta.ca](mailto:kevin@swimalberta.ca).

## SUMMER CLUB DECLARATION Covid 19 – Return to Swimming

Clubs wishing to return to swimming must ensure they follow any provincial and/or local rules with respect to participation numbers, booking space as well as any other requirements of the facility. In addition to following the rules, programs must also ensure that there is a plan in place that is understood and will be followed by all staff, participants and spectators to ensure the safety of all participants.

I hereby declare that the \_\_\_\_\_ (club name) has a written plan that follows the provincial rules for swimming, that the plan aligns with the requirements of Swim Alberta, that the plan has been published or posted, and that the plan has been communicated to all members who will attend swimming training.

Club Name: \_\_\_\_\_

Club President's Name: \_\_\_\_\_

Club President's Signature: \_\_\_\_\_

Additional Board Member Name: \_\_\_\_\_

Additional Board Member Signature: \_\_\_\_\_

Date (mm/dd/yyyy): \_\_\_\_\_

Confirmation that the Facility/Pool will be re-opened and will provide booking space to the swim club.

### Facility/Pool Information

Name of Facility/Pool: \_\_\_\_\_

Anticipated Pool Opening Date: \_\_\_\_\_

Facility/Pool Manager Name: \_\_\_\_\_

Facility/Pool Manager Signature: \_\_\_\_\_

Should you have any questions or concerns, please contact [kevin@swimalberta.ca](mailto:kevin@swimalberta.ca).

## APPENDIX 10: COVID-19 RESPONSE COORDINATOR ROLES & RESPONSIBILITIES

The roles and responsibilities of the COVID-19 Response Coordinator include:

- Keeping updated on policies and procedures outlined by provincial and municipal governments and public health agencies, and monitoring local daily situation reports.
- Keeping updated on policies and procedures outlined by Swim Alberta.
- Working with local facilities to comply with all public health and facility requirements. Ensuring an Emergency Action Plan is current and complete for each training location.
- Ensuring a Health & Safety Kit that includes alcohol-based hand sanitizer and Personal Protective Equipment (PPE) is available at each training location.
- Communicating with club managers and coaches on any training restrictions or recommendations. Implementing an attendance process at every practice to help with communication if a suspected or confirmed case of COVID-19 is reported.
- Ensuring training groups and cohorts comply with public health agency requirements. Ensuring signage is in place so that all risk mitigation measures are easy to follow.
- Being responsible for responding to COVID-19 concerns. Everyone in the club should know who this person is and how to contact them.
- Being the primary contact for participants to self-report COVID-19 symptoms or exposure and notifying participants of possible exposure to COVID-19 in the instance that an individual with symptoms of COVID-19 attended training. Participants should be asked to stay home and self-monitor for symptoms.
- Collaborating and coordinating with facilities in the instance that any new COVID-19 cases arise.
- Modifying, restricting, postponing, or cancelling return to training due to an evolving COVID-19-related outbreak or emergency within the club or at the facility.
- If there is a COVID-19-related outbreak this must be reported to the Swim Alberta COVID-19 Response Coordinator. An outbreak is defined as 2 or more cases of COVID-19 diagnosed within a training group within a 14-day period.

The Swim Alberta COVID-19 Response Coordinator is Kevin Dennis. [kevin@swimalberta.ca](mailto:kevin@swimalberta.ca)

## APPENDIX 11: COHORTS FOR SWIMMING

If a club chooses to form cohorts, each swimmer in the cohort may not train with another cohort or participate in another sports cohort. Members of a cohort may only participate in another activity if physical distancing is able to be maintained.

If the coaches are able to maintain physical distancing from the group at all times the coaches would not be considered part of the cohort and could coach multiple groups. An example of not maintaining physical distancing would include teaching stroke mechanics on the pool deck, such as physically manipulating a swimmer's arm.

### **Example A – One Cohort of 24 Swimmers**

Training Group 1: Lanes 1-3 = 12 swimmers + 1 coach

Training Group 2: Lanes 4-6 = 12 swimmers + 1 coach

*These groups are swimming with four swimmers per lane with all lane ropes in. Since these training groups are in lanes beside each other, these groups would form one cohort.*

### **Example B – Two Cohorts of 12 Swimmers**

Training Group 1: Lanes 1-3 = 12 swimmers + 1 coach

Training Group 2: Lanes 5-7 = 12 swimmers + 1 coach

*These groups are swimming with four swimmers per lane with all lane ropes in. Since these training groups have an empty lane between (lane 4), they form separate cohorts.*

### **Example C – One Cohort of 17 Swimmers + 3 Individual Swimmers**

Training Group 1: Lane 1-4 = 4 swimmers + 1 coach

Training Group 2: Lanes 5-8 = 16 swimmers + 1 coach

*Lanes 1-4 are training in single lanes with one swimmer per lane, swimming on the black line. Lanes 5-8 are swimming in single lanes with four swimmers per lane. Group 2 and the swimmer in lane 4 would form one cohort as the distance between the centre of lane 4 and the outside of lane 5 is less than 2 metres. The swimmers in lanes 1-3 would not form a cohort as long as physical distancing of at least 2 metres is maintained at all times.*

### **Example D – One Cohort of 15 Swimmers + 4 Individual Swimmers**

Training Group 1: Lane 1-2 = 4 swimmers + 1 coach

Training Group 2: Lanes 4-8 = 15 swimmers + 1 coach

*Lanes 1-2 are training in a double lane with two swimmers starting at each end and are maintaining physical distancing by staying on the black line during both training and rest periods. Lane 3 is empty. Lanes 4-8 are swimming in single lanes with three swimmers per lane, these 15 swimmers would form one cohort. The swimmers in lanes 1-2 would not form a cohort as long as physical distancing of at least 2 metres is maintained at all times.*

**Example E – Two cohorts of 30 Swimmers**

Training Group 1: Lanes 1-5 = 30 swimmers + 2 coaches (4:30 – 5:30 pm)

Training Group 2: Lanes 1-5 = 30 swimmers + 2 coaches (6:00 – 7:00 pm)

*Both groups are swimming with five swimmers per lane with all lane ropes in and have a buffer between groups. Since each training group is swimming in lanes beside each other, each group would form one cohort. If the coaches are able to maintain physical distancing at all times (before, during and after practice) they could coach both groups and not be part of either cohort.*

**Example F – One Cohort of 22 Swimmers**

Training Group 1: Lanes 1-2 = 10 swimmers + 1 coach

Training Group 2: Lanes 3-4 = 12 swimmers + 1 coach

*Group one is swimming with five swimmers per lane and group two is swimming with 6 swimmers per lane with all lane ropes in. Since these training groups are in lanes beside each other, these groups would form one cohort.*