

March 16, 2020

Dear Club Presidents and Head Coaches

**UPDATE STATEMENT – SWIM ALBERTA: MARCH 16 – COVID-19**

I know these are uncertain times and we are all trying to wrap our heads around what's next. In a commitment to keep Swim Alberta Clubs and Membership informed of new and changing information, I wanted to provide the following update:

- **SWIM ALBERTA OFFICE – WORKING REMOTELY:** Swim Alberta staff will be working remotely for an undefined period of time, and the Swim Alberta office at Percy Page will not be staffed. You can continue to reach all staff through either phone (all phones have been forwarded) or by email. For a staff directory: [LINK TO STAFF DIRECTORY](#)
- **PROVINCIAL UPDATES:** On Sunday, the Government of Alberta closed all schools in the province. Facility closures across the province started to begin late last week and have continued through the weekend and into this week. Schools and facilities have closed with no date set at this point to re-open. At this time, most clubs have shut down activities and training in Alberta.
- **CLUB OPERATIONS:** Swim Alberta is starting to see an increase in questions from clubs with regards to next steps from a club business operations perspective. These are uncertain times, leaving all of us with many difficult decisions around next steps regarding the operation of our clubs and associations. Club Boards should work closely with head coaches and take time to consider all options, pausing to review (amongst other items); the financial outlook and projections of the club; club policies and contracts; as well as employment laws and regulations prior to making any decisions. Swim Alberta, in the coming days, can share general information that could apply to all organizations faced with these decisions, but would not be able to provide clubs with any prescribed next steps they need to take.
- **KEEPING IN TOUCH:** When your club has a chance to catch your breath from all that is happening, please send a quick note to Val Carr at [val@swimalberta.ca](mailto:val@swimalberta.ca) to advise us of the status of your club. It is believed that most clubs have shut down activities, but it would be helpful to have a full picture of what is currently occurring and till when.
- **INFORMATION:** A page has been established on the Swim Alberta website, where we will continue to post the updates we send to club, and any other relevant information around COVID-19 that our membership needs to be aware of. [LINK TO UPDATES](#)

Swim Alberta will continue to provide updates on changing information along with providing additional information in response to questions coming from clubs. Please feel free to reach out directly to myself with any questions you may have by email at: [chumphrey@swimalberta.ca](mailto:chumphrey@swimalberta.ca) or by phone at 780-415-1780.

Kind regards,  
Cheryl Humphrey – Executive Director