

# Covid-19 Return to Swimming Guidelines

Version 5,

January 21, 2021



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## Legal Disclaimer

The Swim PEI Return to Swimming Guidelines was prepared based on the latest information available at the time of publication, available from third-party sources, including Swimming Canada and the PEI Chief Public Health Office. This document will be updated as the COVID-19 situation evolves, and more information becomes 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 outlines the requirements that PEI clubs must adhere to in order to have activities sanctioned by Swim PEI.

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 13, 2020 – Added Return to Swimming Framework

July 16, 2020 – Added recommendations from PEI Chief Public Health Office specific to competitive swimming.

September 9, 2020 – Updated recommendations from PEI Chief Public Health Office specific to lane density.

January 21, 2021 – Added Return to Competition Framework



## Introduction

Since the onset of the COVID-19 pandemic, we as the collective swimming community have had to significantly adapt our normal routines and activities to prioritize the health and well-being of our community. While it has been difficult to step away from the pool, our efforts have played an important part in combatting the pandemic.

As the conversation turns towards re-opening elements of society, we are pleased to share the Return to Swimming plan with the Provincial swimming community. We are all keen to get back in the water to train and compete and we hope that this resource will provide clubs, coaches, swimmers, volunteers, facilities, etc. at all levels the information they need to develop strong plans to make a safe and timely return to the pool.

First and foremost, our return to the pool must be done in a safe manner. It is imperative that all return plans adhere to the municipal, provincial and national health guidelines and restrictions that are in place. Collectively it is our responsibility to do what we can to keep our communities safe.

Swimming Canada has published a National Return to Swimming Resource document that has been key in the development of Swim PEI's Return to Swimming Guidelines. The National resource document was created by a Working Group comprised of representatives from key stakeholders in our sport. Included on the Working Group are representatives from swimmers, coaches (via the Canadian Swim Coaches Association), officials (via the National Officials Committee), provincial sections, science and medicine experts and Swimming Canada staff. The mandate of the Working Group was to develop a resource document and a framework to inform the resumption of competitive swimming in Canada.

In PEI, the Chief Public Health Office has started lifting restrictions previously put in place. Swim PEI will continue to follow the advice of the CPHO and monitor the situation closely and update this document accordingly. Please do not hesitate to contact Swim PEI with any questions you may have or any guidance you may need.

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Swim PEI Inc.

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## Overview

### Adherence to Requirements:

The return to swimming, will be a gradual and phased process. Swim PEI will follow the lead of the Chief Public Health Office (“CPHO”) as it relates to permitted activities so that clubs can engage in for dryland training, in pools and water fronts, and eventually competitions. Clubs need to ensure they fully understand any additional local municipal and facility regulations that may be in place.

On November 10, 2020 Swimming Canada released Version 3 of the Return to Swimming Resource Document. It is important that our activities and return to sport align with the guidance and advice of Swimming Canada.

Clubs 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 PEI, Swimming Canada or CPHO.

### Conditions for Return to Swimming:

ALL of the following conditions to be met prior to a club’s return to sport:

- ✓ The Federal and Provincial Governments eases imposed relevant restrictions in PEI.
- ✓ The Government of Prince Edward Island’s implementation of PEI’s Renew PEI Together plan which outlines the guiding [principles and phased approach](#) to reopening businesses, services and public spaces.
- ✓ The Government of Prince Edward Island’s [Organized Recreational Activities and Team Sports Guidance](#) is adhered to.
- ✓ Municipal Governments allow organized sport to access swimming pools, gymnasiums, fields and fitness centres etc.
- ✓ Swim PEI’s Return to Swimming Guidelines are adhered to and followed, including any additional protocols, restrictions and guidelines that may be updated.
- ✓ Clubs and Club Members agree to adhere to Swim PEI’s Return to Swimming Guidelines as presented in this document and future documents and submit any required club declarations or waivers.
- ✓ Individual Club Return Swimming Guidelines that have been developed in conjunction with your local facility. These plans have been submitted to Swim PEI prior to activities being sanctioned.
- ✓ Clubs ensure that all registered coaches, athletes, officials and parents understand and agree to follow all regulations as set out by CPHO, the local municipality/facility, Swimming Canada and Swim PEI.



## Guidelines and Requirements for Return to Swimming

Swim PEI, in aligning with Swimming Canada and CPHO, 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.

\* It is important to note that these guidelines were published using the most current information available from CPHO as of the publication/revision date. All requirements and guidelines must adhere to the most recent public health orders as posted on the Province’s web page. If information in this document conflicts or contradicts regulations or orders from PEI Chief Public Health Office, the regulations/orders of CPHO shall take precedence. All clubs have a responsibility to ensure they are aware and understand all orders, regulations, and guidelines of CPHO 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.***

### Stakeholder Roles and Responsibilities

Organization/ Individual	Responsibilities
Swimming Canada	<ul style="list-style-type: none"> <li>- Lead in the development and updating of the Return to Swimming Plan</li> <li>- Publish Plan and Support Documents</li> <li>- Promote plan nationally</li> <li>- Educate Provincial Sections &amp; CSCA, SC Staff and Coaches, HPC athletes</li> </ul>
Provincial Section	<ul style="list-style-type: none"> <li>- Promote national plan with provincial stakeholders (clubs, provincial funders, key facilities, etc.)</li> <li>- Promote and follow all Provincial guidelines</li> <li>- Educate clubs (head coaches/presidents)</li> <li>- Monitor club implementation and offer ongoing club support</li> <li>- Feedback to Swimming Canada and CSCA</li> </ul>
CSCA	<ul style="list-style-type: none"> <li>- Promote national plan</li> <li>- Provide education opportunities for coaches nationally</li> <li>- Feedback to Swimming Canada and Provinces</li> </ul>
Clubs	<ul style="list-style-type: none"> <li>- Adhere to all provincial, municipal and facility specific guidelines</li> <li>- Develop club and facility specific return to swimming plans based on Swimming Canada resource document</li> <li>- Ensure Coaches and Swimmers are educated</li> <li>- Ensure Acknowledgement of Risk/waiver forms are signed</li> <li>- Monitor implementation and adjust plans as needed</li> <li>- Feedback to Provinces</li> </ul>
Head Coaches	<ul style="list-style-type: none"> <li>- Contribute to the development of and the adherence to club specific return to swimming plan</li> <li>- Adhere to all provincial, municipal and facility specific guidelines</li> <li>- Educate staff coaches on the plan and expectations</li> <li>- Educate swimmers on the plan and expectations</li> <li>- Monitor implementation and adjust plans as needed</li> <li>- Lead by example</li> <li>- Feedback to Club President and Province</li> </ul>



Staff Coaches	<ul style="list-style-type: none"> <li>- Adhere to club specific return to swimming plan</li> <li>- Adhere to all provincial, municipal and facility specific guidelines</li> <li>- Educate swimmers on the plan and expectations</li> <li>- Monitor implementation and adjust plans as needed</li> <li>- Lead by example</li> <li>- Feedback to Head Coach</li> </ul>
Swimmers	<ul style="list-style-type: none"> <li>- Adhere to club specific return to swimming plan</li> <li>- Adhere to all provincial, municipal and facility specific guidelines</li> <li>- Lead by example</li> <li>- Feedback to Coaches</li> </ul>
Support Staff	<ul style="list-style-type: none"> <li>- Adhere to club specific return to swimming plan</li> <li>- Adhere to all provincial, municipal and facility specific guidelines</li> <li>- Lead by example</li> <li>- Feedback to Coaches</li> </ul>
Officials	<ul style="list-style-type: none"> <li>- Contribute to the development of and the adherence to specific return to competition plan</li> <li>- Adhere to all provincial, municipal and facility specific guidelines</li> <li>- Educate swimmers on the plan and expectations</li> <li>- Monitor implementation and adjust plans as needed</li> <li>- Lead by example</li> <li>- Feedback to Province</li> </ul>

## Specific Club Requirements for Return to Swimming

In addition to the general activity requirements outlined by PEI CPHO, clubs are also required to abide by the following as we return to swimming in the province.

Requirement	Description/Application
Club Plan	<p>The club must submit a Return to Swimming plan to Swim PEI prior to the commencement of any activity including dryland and aquatic training. The plan must reflect the recommendations and guidelines of Swim PEI and PEI's Chief Public Health Office.</p> <p>Clubs should submit an <a href="#">Operational Plan</a> to the PEI Chief Public Health Office using Swim PEI's Return to Swimming Plan as a base. If there will be more than 50 people at the location the Operational Plan must be approved by CPHO.</p> <p>Clubs should initiate their return to swimming in a step by step approach. It is recognized that each situation will vary, but the principles included in the <a href="#">Swimming Canada Return to Swimming Resource Document</a> as it relates to "return to swimming framework" should be applied when developing a program plan.</p> <p>The clubs return to swimming plan must address the approach for all training venues (dryland, pool &amp; open water).</p>
Registration	All swimmers and coaches must be fully registered with the club, Swim PEI and Swimming Canada.
Waivers & Declarations	All swimmers (or parents/guardians if under 18) and coaches must sign an Acknowledgement and Assumption of Risks Form which is completed online as part



	<p>other the normal registration process through the RTR. This form must be completed prior to the swimmer participating in any club activity</p>
<p>Daily Health Monitoring</p>	<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> <p>1. Does the person attending the activity, have any of the below symptoms?</p> <ul style="list-style-type: none"> <li>• new or worsening cough</li> <li>• shortness of breath or difficulty breathing</li> <li>• fever</li> <li>• chills</li> <li>• sore throat</li> <li>• runny nose, sneezing, congestion</li> <li>• headache</li> <li>• muscle aches</li> <li>• unusual fatigue</li> <li>• acute loss of sense of smell or taste</li> <li>• Gastrointestinal symptoms like nausea, vomiting, or diarrhea have been reported, but typically in conjunction with other COVID-19 symptoms and may be more frequent in children.</li> </ul> <p>2. Have you, or anyone in your household, travelled outside of Prince Edward Island in the last 14 days?</p> <p>If you have answered “<b>yes</b>” to any of the above questions <b>do not</b> participate.  <a href="#"><u>Source: What are the Symptoms of COVID-19</u></a></p> <p><b>Stay home when sick, even with mild symptoms.</b>  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.</p> <p>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.</p> <p>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.  <a href="#"><u>Source: Swimming Canada’s Return to Swimming Resource document</u></a></p>



Safe Sport	<p>All efforts should be made to ensure that Open and Observable 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.</p> <p>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</p> <p>Training sessions should include a minimum of 3 people  <i>Source: <a href="#">Swimming Canada’s Return to Swimming Resource document</a></i></p>
Scheduling	<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>
Physical Distancing	<p>Physical distancing among participants and players is to be maintained as much as possible, except for brief exchanges where they cannot be avoided. Physical distancing among spectators, staff and volunteers is to be maintained, and may require measures to promote physical distancing in seating areas.  <i>Source: <a href="#">Organized Recreational Activities &amp; Team Sports Measures</a></i></p>
Record Keeping	<p>Operations must keep daily records of all players, staff, volunteers and spectators participating in their program. This can be done with a responsible person completing attendance on site or electronically with verification on site. Records including the names and phone number should be kept for one month to facilitate contact tracing in the event of an outbreak. Operations should have an internal process in place to quickly retrieve these records, should the records be needed, even on weekends. These records should be stored in a safe, secure location for one month after creation of the records and then disposed of using a secure destruction method to maintain the confidentiality of participants. For paper records, secure destruction means, at minimum, cross-cut shredding.  <i>Source: <a href="#">Organized Recreational Activities &amp; Team Sports Measures</a></i></p>
Equipment	<p>Personal training equipment cannot be shared. Use of Equipment Guidelines as outlined in the Swimming Canada Return to Swimming Resource Document should be followed.  <i>Source: <a href="#">Swimming Canada’s Return to Swimming Resource document</a></i></p>

## Return to Swimming Framework

All programs should initiate their return to swimming in a phased approach. It is recognized that each situation will vary from location to location, but the principles included in the framework below should be applied when developing a Clubs plan.

The return to swimming should begin with a small controlled group in Phase 1 focusing on open water swimming and initial pool training. All clubs should select groups based on the listed parameters and focus on skill development. An outline of Phases 2 – 4 are included but may be adjusted based on the results of Phase 1, facility access and requirements, and new direction received from the CPHO as the Renew PEI, Together plan moves forward.



PHASES	ANTICIPATED TIMELINE
Phase 1 Return to Training – Open water & Pools <i>(Skill Development)</i>	June 1, 2020 (pools) later June early July for open water
Phase 2 Return to Training – Open water & Pool	July 16, 2020
Phase 3 Return to Training – Open water & Pool	September 9, 2020
Phase 4 Return to Competition	February 1, 2021
Phase 5 Post Pandemic	TBD

## Phase 1: Return to Training – Open Water and Pools, June 1, 2020

### Overview

To provide a safe return to open water and pool training, focusing on skill development.

All clubs should initiate their return to swimming in a phased in approach. It is recognized that each situation will vary from Club to Club based on their facility, among other things. The principles in this framework must be applied when returning to swimming and must adhere to local public health information and facility guidelines and procedures.

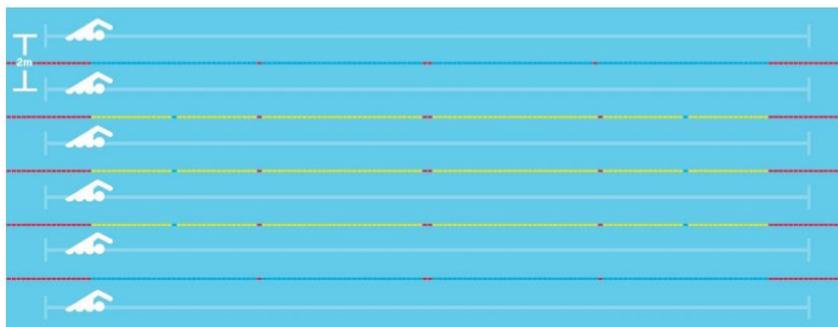
The return to swimming in this phase begins with small controlled group sizes. Head Coaches should designate specific training groups that remain consistent throughout Phase 1. An outline of Phases 2 and 3 are included but could be adjusted based on the results from Phase 1 and new information from public health officials and facilities.

Everyone must familiarize themselves with all aspects of the overarching health, medical and safety information and considerations.

### Group Size

- Group size must not exceed the CPHO social gathering limits. As of June 26<sup>th</sup>, PEI moved to Phase 4 of the Renew Together plan, with indoors and outdoors gatherings limited to no more than 50 people.
- Physical distancing for swimmers must always be maintained (currently 6 feet or 2 meters) in all directions for the entirety of the scheduled training session, including arrival and departure.
- To ensure proper physical distancing there should only be one swimmer per lane in Phase 1 if training in a pool. Therefore, group size will be limited by the number of available lanes if conducting pool training as well as public health restrictions. If your facility does not have lane ropes, swimmers should maintain a minimum distance of 2m per swimmer. Swim PEI will work one on one with those facilities and Clubs to ensure physical distancing requirements are adhered to.

*Example: One (1) swimmer per lane, swimming up and down in the middle of the lane.*



### Swimmer Requirements

- Swimmers must be capable of independently adhering to strict guideline.
- Swimmers must practice proper hand hygiene.
- Swimmers are required to bring and leave with their own personal training equipment (no sharing).
- Swimmers are required to bring and leave with their own water bottle (no sharing).
- Swimmers are encouraged to wear their bathing suits to training and not access public change rooms/washrooms.
- Swimmers should be dropped off and picked up outside the training facility/site.
- Swimmer age and ability restrictions may be implemented, refer to [Swimming Canada's Return to Swimming Document](#).
- Swimmers must be age 11 or older and be experienced/comfortable with open water swimming to participate in open water training (at ease in an open water environment), refer to [Swimming Canada's Open Water Safety Considerations for Individuals](#).

### Coach & Safety Requirements

- Coaches and swimmers should recognize the potential health implications of reduced training volumes experienced during the COVID-19 pandemic. Many swimmers will have experienced diminished strength, conditioning, and endurance capacity during their prolonged time away from swimming. To reduce the risk of over training injuries, it is advisable to begin with a gradual resumption of training, with the initial focus on low intensity and technique.
- Coaches should make it clear that there is no penalty for missing practice and that if a swimmer, or any member of their family is feeling symptomatic they should remain at home. The Coach should be notified immediately.
- Coaches must keep a detailed attendance sheet • Coaches and staff must ensure they maintain appropriate distance from everyone (i.e. lifeguards, safety personnel, swimmers, etc.); if coaching at a facility, create visible markers on the floor indicating appropriate distancing on the deck.
- Coaches should consider how they will educate their athletes on the importance of physical distancing and how they will re-enforce this message during training.
- Workout presentation should not be in groups.
- Coaches should not share handheld equipment such as stopwatches, etc.
- Ensure Safe Sport Policies are being adhered to.
- Coaches should develop a flexible workout plan, refer to suggested workout content in Swimming Canada's Return to Swim Document

If participating in Open Water Training, in addition to the above:

- Safety Personnel - The primary function should be safety and supervision of swimmers. Safety personnel should be able to reach a swimmer in the event of an emergency and should be placed in zones throughout the course. There should be a minimum of two safety personnel, one on the shoreline and one on the water



kayaking/boating alongside or near the training group available to aid if required. Clubs should maintain an appropriate ratio of safety personnel/coach to swimmer based on the current social gathering restrictions. Please refer to [Swimming Canada's Open Water Safety Guidelines – Coaching a training group](#).

## Phase 2: Return to Training – Open Water and Pools, July 16<sup>th</sup>, 2020

### Overview

To Provide the next phases to pool training for all swimmers. Clubs must provide an update to Swim PEI as to the success of Phase 1 along with any changes to their originally submitted Return to Swimming plans.

The requirements outlined in Phase 1 must continue to be adhered to in Phase 2.

Additional training groups can start to be introduced. Programs can start with 4 swimmers per double lane. If it becomes clear that social distancing is being maintained swimmers can be increased to 5 or 6 swimmers per double lane. Following the introductory period, groups can shift towards larger group sizes models.

If desired, the group introduced in Phase 1 can add multiple daily training sessions.

### Group Size

- Phase 2 will adhere to PEI's Phase 4 gathering limits and will not exceed 50 people. Group training size will continue to be limited by the number of lanes available
- Swimmer social distancing must be maintained except for brief exchanges where it cannot be avoided, i.e. passing a swimmer in a lane. Programs can start with 4 swimmers per double lane and can increase to 5 to 6 swimmers per double lane if social distancing can be maintained.
- Swimmers must always maintain the same lane grouping.
- Swimmers must not gather at the ends of lanes. Only one swimmer at the wall at a time.

Example of lane configuration, Phase 2 swimmers.



E.g. Double-lane with four swimmers doing a large circle in the two lanes, swimming on top of the lane lines.

### Swimmer Requirements

- All aspects laid out in Phase 1.

### Coach & Safety Requirements

- All aspects laid out in Phase 1.



## Phase 3: Return to Training – Open Water and Pools, September 9, 2020

### Overview:

To continue to provide a safe return to pool training for all swimmers increase the numbers of swimmers in the training group and gradually their training volume.

### Group Size

Phase 3 will adhere to PEI's Phase 4 gathering limits and will not exceed 50 people at a single gathering. Lane density can be coordinated with the facility, as long as the program is following the fitness facility and [organized recreational activities guidance](#). Each club in coordination with their [swimming pool](#) can best determine how to organize swimmers and lane use.

- Swimmer social distancing must be maintained except for brief exchanges where it cannot be avoided, i.e. passing a swimmer in a lane.
- Swimmers must always maintain the same lane grouping.
- Swimmers must not gather at the ends of lanes. Only one swimmer at the wall at a time.

### Swimmer Requirements

- All aspects laid out in Phase 1 & 2.

### Coach & Safety Requirements

- All aspects laid out in Phase 1 & 2.

## Return to Competition – February 1, 2021

Safety is a key priority with all aspects of return to competition. Clubs need to adhere to Provincial and National guidance regarding group sizes. This may impact the number of swimmers at a competition, the officials, other volunteers required, and the attendance of spectators. The competitive environment should be continually assessed to ensure precautions are taken to minimize risk.

As part of the Return to Competition framework, best practices, recommendations, and examples of how to run a competition have been created, including the # of officials required on deck, how to physical distance during a competition, and how to limit the handling of paper, among others. A variety of meet formats/competition opportunities may be offered across the country including Time Trials, In-house competitions, Dual meets, and Virtual meets. Swim PEI has the authority to determine appropriate competition guidelines and Swimming Canada has provided support to the provinces in the development of these documents and resources.

Competition may look different for athletes, coaches, officials, volunteers, and spectators as things start back up again. Everyone will need to be adaptable and work with Swim PEI, facility staff, and the Clubs in order to conduct sanctioned competition opportunities based on the current health authority and provincial section guidance.



## Competition Sanctioning

1. All competitions must adhere to the *Swim PEI Best Practices and Recommendation for Officials in Return to Competition*, Appendix 8.
2. All competitions must adhere to the current CPHO guidelines at the time the sanction and at the time of the event is the guidelines changed.
3. All competitions which anticipate participation greater than 50 individuals including coaches, athletes, officials and volunteers must submit to Swim PEI a CPHO approved operational plan for the event prior to sanction being approved.

## Appendix 1: Resources

Swimming Canada Return to Swimming Resource

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

Swimming Canada's Open Water Safety Guidelines

[https://www.swimming.ca/content/uploads/2020/06/OW-Safety-Guidelines-coaching-2020-05\\_final\\_CM.pdf](https://www.swimming.ca/content/uploads/2020/06/OW-Safety-Guidelines-coaching-2020-05_final_CM.pdf)

Swimming Canada Return to Swimming Resource FAQ

<https://www.swimming.ca/content/uploads/2020/05/FAQ-Document-V1-05292020-updated.pdf>

Renew PEI Together

<https://www.princeedwardisland.ca/en/topic/renew-pei-together>

PEI's Organized Recreational Activities and Team Sports Guidance

<https://www.princeedwardisland.ca/en/information/health-and-wellness/organized-recreational-activities-and-team-sports-guidance>

PEI's Swimming Pools Guidance

<https://www.princeedwardisland.ca/en/information/health-and-wellness/swimming-pools-guidance>

PEI's Gatherings Guidance

<https://www.princeedwardisland.ca/en/information/health-and-wellness/gatherings-guidance>

About COVID-19 (Coronavirus)

<https://www.princeedwardisland.ca/en/information/health-and-wellness/about-covid-19-coronavirus>

PEI's Self Assessment for COVID-19

<https://www.princeedwardisland.ca/en/service/self-assessment-for-covid-19>

PEI Swimming Pools Guidance

<https://www.princeedwardisland.ca/en/information/health-and-wellness/swimming-pools-guidance>

## Training Videos

Washing Hands Efficiently



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

Physical Distancing: Staying 2m apart

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





## Appendix 3: Health Screening Checklist

If an individual answers 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 screen tool.

1.	Does the person attending the activity, have any of the symptoms below?	Circle One	
	• new or worsening cough	Yes	No
	• shortness of breath or difficulty breathing	Yes	No
	• fever	Yes	No
	• chills	Yes	No
	• sore throat	Yes	No
	• Runny nose, sneezing, congestion	Yes	No
	• Headache	Yes	No
	• Muscle aches	Yes	No
	• Unusual fatigue	Yes	No
	• Acute loss of smell or taste	Yes	No
	• Gastrointestinal symptoms like nausea, vomiting or diarrhea	Yes	No
2.	Have you, or anyone in your household, travelled outside of Prince Edward Island in the last 14 days?	Yes	No



## Appendix 4: Swimmer Check list

(Source: Swim Alberta Return to In-person Training)

Use this checklist to help your swimmer prepare for practice.

### **Before you Leave Home**

- Complete the Health Screening Checklist (Appendix 3)
- 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 (2 meters / 6 feet in all directions).
- 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: Coach/Volunteer Checklist

(Source: Swim Alberta Return to In-person Training)

Use this checklist to help prepare for practice safely.

### Before you Leave Home

- Complete the Screening Checklist (Appendix 3)
- 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.)
- 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.
- 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: Swim Club Requirements for Return to Swimming

- ✓ The Club Return to Swimming Plan has been submitted and approved by Swim PEI. Key Considerations of Swimming Canada's Return to Swimming Resource document.
- ✓ All participants are current and fully registered with Swim PEI and Swimming Canada
- ✓ All Signed waivers and assumption of risk have been received and on file for all registered participants.
- ✓ Club must ensure all members, coaches and parents are aware of all requirements
- ✓ All interactions between coaches and participants will be in an environment that is both 'open and observable'. All training sessions include a minimum of 3 participants.
- ✓ All participants understand and adhere to physical distancing guidelines as outlined by CPHO and Swimming Canada's Return to Swimming Resource document.
- ✓ Activities must be scheduled with a buffer to limit overlap of participants.
- ✓ 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.



## Appendix 7: Acknowledgement and Assumption of Risk Form

### ACKNOWLEDGEMENT AND ASSUMPTION OF RISKS FORM

*(Not to be reproduced – obtain original form from Swim PEI. As of September 1, 2020 the form is completed in the RTR as part of the annual registration process.)*

(FOR ADULT PARTICIPANT AND MINOR PARTICIPANT)

Please read this document carefully

This acknowledgment and assumption of risks form has to be signed before participating in any Activity sanctioned or organized by Swimming Natation Canada, Swim Prince Edward Island, or Swim Prince Edward Island’s registered Swimming Clubs

As a participant, or on behalf of a minor participant, in the Activities organized, recognized or sanctioned by Swimming Natation Canada (“SNC”), Swim Prince Edward Island (“SPEI”) or a registered Swimming Club hereby acknowledge and agree to the following terms and conditions respecting my/their participation in any Activity.

#### Introduction

As a participant, or on behalf of a minor participant, in the Activities organized, recognized or sanctioned by Swimming Natation Canada (“SNC”), Swim Prince Edward Island (“SPEI”) or a registered Swimming Club, I, the undersigned \_\_\_\_\_ (name of adult participant)

OR

\_\_\_\_\_ name of a parent or legal guardian of a minor participant, acting as \_\_\_\_\_ (father, mother or legal guardian) of \_\_\_\_\_ (name of minor participant), hereby acknowledge and agree to the following terms and conditions respecting my/their participation in any Activity.

#### Definitions

1. “Activity” or “Activities” means any in-person or virtual activities such as events, training camps, programs, competitions, physical training performed or conducted in Water or outside Water, recognized, organized or sanctioned by SNC or SPEI or SPEI’s Swimming Clubs.
2. “Agreement” means this Acknowledgement and Assumption of Risk.
3. “Injury or Health-related problem” means any injury, health-related issue or illness including mental health issues diagnosed by a medical practitioner.
4. “Members” means the members listed in Section 2.1 of SPEI’s bylaws dated October 28, 2018 or Section 2.1 of SNC’s bylaws dated July 29, 2019, as revised.
5. “Minor” means the minor participant named in the Introduction.
6. “Organization” means collectively, SNC, SPEI, SPEI’s Swimming Clubs and their respective coaches, directors, officers, committee members, members, employees, volunteers, participants, agents and representatives.



7. “Registrant” means a participant and all individuals or entities of SNC including those individuals and associations, incorporated or unincorporated, as described in SNC’s national registration policy, procedures and rules manual who have met the requirements of registration and the registration has been completely processed and registrants or registered participants of SPEI or a registered Swimming Club.

8. “Swimming Club” means a swimming club that is registered with SPEI or SNC.

9. “Water” means any outdoor or indoor pools, artificial or natural water basins used for swimming.

#### Description of Risks

10. As a participant, or parent or legal guardian of a Minor participant in the sport of swimming and the Activities of the Organization, the undersigned agrees to the following terms and conditions.

11. I am, or the Minor is participating voluntarily in the sport of swimming and the Activities of the Organization. In consideration of my participation or the Minor’s participation in the sport of swimming and the Activities of the Organization, I hereby acknowledge that I am aware of and hereby accept the risks, dangers and hazards inherent and associated with or related to the sport of swimming and any Activities of the Organization, including any Injury or Health-related problem, which can be severe and even fatal. These risks, dangers and hazards may include, but are not limited to, an Injury or Health-related problem resulting from:

- a. Exertion and stretching of various muscle groups or strenuous cardiovascular activity in or out of Water;
- b. Vigorous physical exertion or physical contact in or out of Water;
- c. Slips or falls due to uneven, slippery or irregular surfaces, including on the pool deck, in dressing rooms or other facilities or rooms at an aquatic venue and at any physical facilities in and around open Water venues;
- d. Failure to properly use any piece of swimming related equipment or the mechanical failure of any piece of equipment;
- e. Concussions or aggravated related symptoms;
- f. Spinal cord injuries which may result in permanent paralysis;
- g. Travel to and from training or competitive events and associated non-competitive events which are an integral part of the Organization’s Activities;
- h. Infectious sources such as COVID-19, as defined by the relevant municipal, provincial or federal health authorities;
- i. Extreme weather conditions which may result in heatstroke, sunstroke or lightning strikes;
- j. Unforeseen events.

12. Furthermore, I am aware:

- a. That an Injury or Health-related Problem sustained can be severe and even fatal;
- b. That I or the Minor may experience anxiety during an Activity of the Organization;
- c. That the risk of Injury or Health-related Problem is reduced if the rules established for participation are followed; and
- d. That the risk of Injury or Health-related Problem increases with fatigue.

13. In consideration of the Organization allowing me, or the Minor to participate in Activities, I confirm that I have not been advised by a medical doctor that my or my child’s physical condition prevents me or my child from participating in the Organization’s Activities.

#### Medical Assistance

In case of an Injury or Health-related Problem, I authorize the Organization, for myself or the Minor, to obtain all necessary on-site medical assistance for the medical situation, including transportation by ambulance or by other means to a hospital.

#### Acknowledgement and signature



I have read this Agreement, and by signing it, I understand that it is binding upon myself, my heirs, executors, administrators and representatives. If this Agreement is signed electronically, I, acknowledge and recognize that the electronic signature constitutes my official signature and that I am the person who completed this Agreement.

For a Minor participant or registrant

Name of the Minor: Date of birth: \_\_\_\_\_

Name of parent or legal guardian (Print): \_\_\_\_\_

Signature of parent or legal guardian: \_\_\_\_\_

Signed in (City): Date: \_\_\_\_\_

For Adult participant or registrant

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

Signature: \_\_\_\_\_

Signed in (City): Date: \_\_\_\_\_



## Appendix 8: Best Practices and Recommendations for Officials in Return to Competition

### Best Practices and Recommendations for Officials in Return to Competition

Safety is a key priority with all aspects of return to competition. Clubs need to adhere to Provincial and National guidance regarding group sizes. This may impact the number of swimmers at a competition, the officials, other volunteers required, and the attendance of spectators. The competitive environment should be continually assessed to ensure precautions are taken to minimize risk.

As part of the Return to Competition framework, best practices, recommendations, and examples of how to run a competition have been created, including the # of officials required on deck, how to physical distance during a competition, and how to limit the handling of paper, among others. A variety of meet formats/competition opportunities may be offered across the country including Time Trials, In-house competitions, Dual meets, and Virtual meets. Swim PEI has the authority to determine appropriate competition guidelines and Swimming Canada has provided support to the provinces in the development of these documents and resources.

### Competition Best Practices

Competition may look different for athletes, coaches, officials, volunteers, and spectators as things start back up again. Everyone will need to be adaptable and work with SwimPEI, facility staff, and the Clubs in order to conduct sanctioned competition opportunities based on the current health authority and provincial section guidance.

#### Pre-Meet

- Identify a Meet Manager who will coordinate and/or delegate the safety measures to be put into place for the competition
- No Senior Briefing or General Briefings, these will be completed via email ahead of the competition
- Provide direction to officials on what they need to bring with them, for example their own mask/face covering, hand sanitizer, pre-filled water bottle, stop watch, pencil, clipboard as appropriate
- Officials should arrive at the pool dressed in their uniform, bringing their deck shoes and follow any directions they were given upon arrival
- All equipment, such as Starters equipment, buttons/plungers, stop watches, clip boards should all be sanitized prior to and following every session
- Competition Coordinator/Meet Referee would also act as the Session Referee for the competition
- Level 3 officials who are fully certified and as such have taken the Referee clinic, may be the Referee on deck for competition opportunities as approved by the provincial sections
- Conduct coaches meeting electronically before arrival or send information via email

#### Physical Distancing and Safety Precautions

- Warm-up scheduling may need to be reviewed and amended to maintain physical distancing. Split warm-ups by time, club, age may be considered in order to manage the #s in the pool at any one time
- For Time Trials and In-house competitions where electronic timing is in use and has been tested, recommend using only electronic timing with no Timekeepers. Should there be a light touch, or electronic timing malfunction, there would need to be a re-swim
- Use minimum number of officials as outlined in examples below, use qualified stroke and turn officials as timekeepers to have 1 official per lane, where not all Timekeepers are also stroke and turn qualified, the Referee, Starter, and Stroke Judges may support
- Decide on which side of the blocks all Timekeepers/Inspector of turns will stand so officials can be in position and still maintain safe distances



- The Referee and Starter could be on opposite sides of the pool deck
- The use of walkie-talkies may be considered but disinfecting will be required between users
- In the short-term, it is recommended that backstroke ledges are not used, in order to reduce the number of potential people touching and manipulating the ledges
- Officials may be required to wear masks/PPE while on deck, for Referee and Starter, potentially a visor in order to conduct their duties while keeping face covered
- Referees may consider electronic whistle options
- Consider when possible the use of every second lane for competition, for example, lanes 1, 3, 5 and 7. This will reduce the # of officials required, maintain physical distancing and also for in-house competitions and time trials, lengthen the sessions to allow for swimmer recovery between events
- Consideration on whether spectators are permitted may also be required. The normal spectator stands, may need to be used for clubs, and athletes.

### Timelines

- Heats will move more slowly to allow for swimmers and timers to move behind the blocks. Time intervals should be adjusted in Hy-tek MM or Splash accordingly.
- Swimmers of next heat should remain behind the timer chairs until called to behind the blocks for their heat. If fly-over starts are in-place, swimmers in the water should all be instructed to the same side of lanes by lane rope in order to maintain physical distancing. If the pool is cleared before next heat, swimmers of next heat should remain behind the timer chairs until called to behind the blocks for their heat
- On the referee's short whistles swimmers in next heat to move behind the blocks. Referee would then use long whistle when heat is ready. Upon the start of the next heat, swimmers in the pool, exit the pool as instructed, to the side or at the end as appropriate, if fly-over starts are being used.
- 

### Administration

- Minimize the handling of DQ slips. Recommended the Referee holds all DQ slips and completes upon discussion with the official bringing forward infraction. Referee makes note of officials' name on the DQ slip and signs the form. Utilizing sheet protectors for the collection and movement of DQ slips is also suggested. Coaches will be provided a DQ report following the meet.
- It may be necessary to complete all admin/meet results following the competition to maintain physical distancing – in this case meet results including a DQ report would be provided to clubs/coaches following the competition
- A full log of all officials/volunteers, including contact information, who have worked the session should be maintained by the Meet Manager for all sessions
- It is recommended that there is no sale of heat sheets/meet programs for spectators. Heat sheets/meet programs should be posted online or use of Meet Mobile, or other mobile applications, where possible
- A hospitality or food room should not be made available during the competition until deemed safe in order to reduce the potential for contamination and to keep the number of volunteers required to a minimum.

### Timers – if using

- One per lane; one watch and button(plunger) preferred
- Where possible the timer should also be Stroke and Turn qualified and act in both roles
- Always go to the same side of the block to maintain physical distancing
- For Time Trial or In-house competitions where electronic timing system is available, no Timekeepers in place at all, as per example outlined below:



## Minimum # of officials for competition and rule CSW 1.2.1

Swimming Canada Rule, CSW 1.2.1 says: *For each session there should be a minimum of the following certified officials:*

*Referee  
2 Inspectors of Turns (at each end)  
Chief Judge Electronics (if applicable)  
Chief Finish Judge  
1 Timekeeper per lane  
2 Safety Marshalls  
Starter  
Chief Timekeeper  
2 Judges of Stroke  
Clerk of Course  
Marshal  
Recorder-Scorer*

*Note: In some meets the officials may perform in several capacities where the duties of each position are not in conflict with one another.*

## Competition – placement of officials’ examples

Different meet formats/competition opportunities will help inform what officials are needed on deck. In-house competitions and Time Trial events with electronic timing, can have minimal staffing on deck and still have valid results. As provincial health guidance changes, there may still be the opportunity to look at officiating in a new way, reducing the # required on deck, will help support changes to volunteerism, and the # of officials available to work. The following examples are just that, examples, potential scenarios that may help guide what officiating can look like when competition resumes.

### **Example 1:**

6 lane 25m Time Trial or In-House competition – **electronic timing system**

Any missed times due to light touches or electronic timing malfunctions would need to be re-swum.

# of officials – 13

Meet Manager – acts as Recorder-Scorer during the competition

1 Referee

1 Starter

3 Inspector of Turns, at the start end

3 Inspectors of Turns, at turn end

2 Stroke Judges, one on either side – may also act as Safety Marshalls during warm-ups

1 Chief Judge Electronics (CJE)

1 Daktronics operator

### **Example 2:**

8 lane 25m Time Trial or In-house competition – **electronic timing system**

Any missed times due to light touches or electronic timing malfunctions would need to be re-swum.

# of officials – 14

Meet Manager – acts as Recorder-Scorer during the competition

1 Referee

1 Starter

4 Inspectors of Turns, at turn end

4 Inspectors of Turns, at start end

2 Stroke Judges, one on either side – also act as Safety Marshalls during warm-ups

1 Chief Judge Electronics (CJE)

1 Daktronics operator



**Example 3:**

8 lane 25m competition – **without electronics**, running 4 of 8 lanes (1,3,5,7)

# of officials – 15

Meet Manager – acts as Recorder-Scorer of CFJ following the competition

1 Referee

1 Starter

4 Timekeepers, who are Inspector of turns qualified, at start end, also act as Safety Marshals during warm-ups

4 Inspector of Turns, at turn end

2 Stroke Judges, one on either side

1 Electronic operator or 1 CJE

1 Chief Timekeeper – also acts as Clerk as needed

If able to use all 8 lanes would need to add 4 more timekeepers, ideally who are qualified as Inspector of turns

**Example 4:**

6 lane 25m competition – **without electronics**, running 3 of 6 lanes (1,3,5)

# of officials – 13

Meet Manager – acts as Recorder-Scorer of CFJ following the competition

1 Referee

1 Starter

3 Timekeepers who are also Inspector of turns qualified, at start end,  
also act as Safety Marshals during warm-ups

3 Inspector of Turns, at turn end

2 Stroke Judges, one on either side,

1 Electronic operator or 1 CJE

1 Chief Timekeeper – also acts as Clerk as needed

If able to use all 6 lanes would need to add 3 more timekeepers, ideally who are qualified as Inspector of turns