

Seahorse School of Swimming Covid-19 Policy

Version 1 - 19/08/2020

Introduction

1. Seahorse School of Swimming is committed to taking measures to reduce the risk of Covid-19 transmission for swimmers, parents/carers, teachers and other people using the same facilities for swimming lessons or other activities.
2. This policy sets out the Pre-Opening policy decisions, activity and communication Seahorse School of Swimming has or will carry out.
3. This policy sets out the policy decisions, activity and communication Seahorse School of Swimming will carry out by way of changes to normal operating procedures at pools hired by Seahorse School of Swimming.
4. This policy sets out responses to notifications of positive test results relating to people who have attended a swim lesson or session.
5. This policy is not an exhaustive list of specific actions because they detailed in specific documents relevant to the particular topic (such as, but not limited to risk assessments, guidance documents, response plans, records of activity and meeting/briefing records).

Compliance

6. Seahorse School of Swimming complies, as far as practicable, with guidance from the following sources of information or organisations:
 - Her Majesty's Government <https://www.gov.uk/coronavirus>
 - Swim England <https://www.swimming.org/swimengland/>
 - The Royal Life Saving Society <https://www.rlss.org.uk/>
 - Risk Assessments from the sites hired by Seahorse School of Swimming, as they are individual and specific to the facility in question.
7. In addition, Seahorse School of Swimming provides additional or more specific guidance, where this is believed to assist in the reduction of risk or reducing ambiguity for teachers, swimmers, parents/carers or anyone else who may benefit from it.

Training

8. Seahorse School of Swimming has made use of training, guidance and Continuous Professional Development (CPD) materials from STA <https://www.sta.co.uk/>
9. There are two Covid-19 Officers for Seahorse School of Swimming: Lynda Chambers and Rob Waters. In addition to the training and CPD undertaken by all teachers working with Seahorse School of Swimming, the two Covid-19 Officers have completed additional Covid-19 awareness training.

Pre-opening

10. Activity for pre-opening has centred on engagement with representatives from facilities to ensure they have provided a clear written assessment and provided details of how the facilities are to be used safely (such as one-way systems or other suitable arrangements).
11. In addition, documents have been prepared to provide guidance to teachers on their responsibilities. They have been shared, against signature, and are supported by video meetings and briefings
12. Generic Parent/Carer guidance document and specific information relating to each facility are shared with parents and carers via established email group communication methods. The Generic document has been shared with everyone and site-specific information is shared as soon as it is available and in good time to enable users to digest it.

Operation

13. The guidance from the above sources has informed changes to the normal operation of the swim school. It relates to, but is not limited to, matters such as the entry and exit from the facilities, changes (limitations) to the number of parents/carers attending, time allocated to changing and time dedicated to cleaning equipment and areas in the facility that are likely to be touched by people.
14. Records are to be completed and retained regarding the additional actions undertaken, such as cleaning, pre-briefings, reminding people not to enter if symptomatic etc.

Updating

15. As information changes and new guidance is received, Seahorse School of Swimming will update and share documents with relevant parties.
16. Records will be kept of the information circulated or shared, making use of an email mailing system, to show what information and guidance has been shared, to whom and when.

Reactive Duties or Response

17. Seahorse School of Swimming is aware of the need to respond to some information, such as a notification that someone attending a swimming lesson.
18. Seahorse School of Swimming are following NHS Track and Trace Service policy and will contact people who are customers, if necessary.

19. Seahorse School of Swimming will ask any person who tells Seahorse School of Swimming they have had a positive test or been told to self-isolate by the NHS to make sure that person notifies NHS Track and Trace, if they have not already done so.
20. Seahorse School of Swimming will notify the facility involved if Seahorse School of Swimming receives information that a person with Covid-19 has attended that pool.
21. In all matters, Seahorse School of Swimming will seek to support the national effort to reduce the spread of Covid-19 and keep records of any communication in line with the above sections of this policy.
22. If, during a session, information is passed to Seahorse School of Swimming suggesting a person present at the pool has tested positive or been in close contact with a person who has tested positive, the following Contamination Plan will be used: The person to be isolated will be taken out of the pool or changing room to a holding room, whilst other people are kept clear, while the person to be isolated leaves. The sanitisation process (normally completed between lessons) will be completed in addition, before the lesson resumes.

Duration of this Policy

23. This policy will have effect until UK NHS and Government advice states that no additional measures are required; and that normal pool operating procedures are reinstated by hirers of the pools and pool facilities.

Signed: Lynda Chambers

Owner/founder Seahorse School of Swimming