

# Bainbridge Island Metro Park & Recreation District

## Bainbridge Island Aquatic Center

### Phase 3 – Healthy Washington

These operational plans are for the operation of the Bainbridge Island Aquatic Center (AQ) as it pertains to COVID-19 and will be adjusted and simplified as time goes on, conditions improve, and new best practices are identified.

The processes and procedures contained herein are designed to be an outline, subject to adjustment as needed with input from the Park District, local government agencies, and health authorities in Washington State and Kitsap County.

## Reopening Considerations

1. Allow healthy, low risk community members the ability to enjoy the swimming and exercising in the water.
  - a. Signage will be placed at the main entrance and throughout the facility relating to symptoms of COVID-19. Any individuals feeling ill should not enter any public facility and seek health care assistance.
  - b. Patrons will be required to complete a verbal health screen and temperature check prior to entering the facility.
  - c. Outside user groups are required to complete their own pre-practice safety checks and submit process for approval to AQ Manager before reestablishing facility usage. Updates to practice plans must be submitted for approval to the AQ Manager.
  - d. Face masks will be provided for all staff and will be required unless making a water rescue.
  - e. All patrons and user groups will be required to wear a face covering, covering both nose and mouth when in the AQ, unless actively in the water.
2. Provide means to wash/sanitize hands frequently.
  - a. Alcohol-based sanitation stations will be placed throughout the facility and at key locations where high contact points have been identified.
  - b. Cleaning equipment will be located at key locations throughout the facility for staff and patron use.
  - c. Signage will be placed in all restrooms and throughout the facility encouraging frequent washing of hands and best practices for doing so.
3. Manage density of people within the AQ to keep people or family units that have been isolating together 6 feet apart. Physical distancing guidelines will not be enforced by guards on active surveillance.
  - a. Floor markings and facility signage to encourage safe physical distancing guidelines will be posted throughout the facility.
  - b. Signage will be placed in all restrooms and entrances encouraging frequent washing of hands and best practices for doing so.

- c. Face coverings are required for patrons and staff within the facility. Only exceptions will be for lifeguards making water rescues.
- 4. Reduce touch areas where possible and sanitize high touch surfaces frequently.
  - a. Limited facility access and specific traffic patterns areas marked by floor markings, signage, and usage of barriers.
  - b. Alcohol-based sanitation stations will be placed throughout the facility and at key locations where high contact points have been identified.
  - c. Cleaning equipment will be located at key locations throughout the facility for staff and patron use.
- 5. Protect employees with various approaches, including, protective coverings, and distancing.
  - a. AQ and BIMPRD staff will be temperature checked and complete a personal health screening on entry to the facility.
  - b. Face coverings have been provided to all employees. Staff are encouraged to clean their masks daily or purchase a secondary mask.
  - c. Utilize touch-free/contactless payment options when possible.
    - i. Online and over the phone registration for pool/lane space reservations
    - ii. When unable to use touch-free options, readily available hand sanitizer, gloves, and or cleaning equipment will be available.
    - iii. Concession will remain closed at this time.
- 6. Communicate with employees and guests effectively on how to prevent the spread of germs.
  - a. Pre-reopening online training, in-person staff training and orientation.
  - b. All staff must:
    - i. Wear a face covering while on shift and in the facility.
      - 1. Exception: when taking a break where only you are present
    - ii. Disinfect your equipment, station, and worksite prior to and after your shift.
    - iii. If you are sick or feeling symptoms of COVID-19, notify your supervisor immediately and do not come to work.
    - iv. Complete a self-health check prior to entering the facility.
    - v. Complete a temperature check at the front desk or with a supervisor prior to the start of your shift.
    - vi. Successfully complete all additional COVID-19 online safety training prior to first shift.
      - 1. Coronavirus Awareness Training
      - 2. Coronavirus: Cleaning and Disinfecting your Workplace
    - vii. In-service: practical application with manager/supervisor
  - c. Front desk personnel specific considerations
    - i. Front desk staff are to complete pre-admittance verbal health screening and temperature check for all patrons. Each employee will wear a face covering while completing patron screenings and throughout your shift.
    - ii. If two individuals are working in the front desk space, they should do their best to maintain 6-foot social distancing.
    - iii. If utilizing shared spaces or equipment, disinfect equipment utilizing appropriate supplies and techniques. Gloves may also be worn to decrease the amount of skin contact to shared equipment.

- iv. While in individual work pod, front desk staff do not need to wear a mask.
- v. If an EAP is in progress front desk staff are to assist in removing patrons from the facility. Individuals will not be able to return to the water during their session nor wait in the lobby.
- d. Lifeguard specific considerations
  - i. Disinfect equipment, stations, and worksite prior to and after your shift.
  - ii. Identify scheduled lane space, deck flow, and patron requirements.
  - iii. First Aid and EAP adjustments per the American Red Cross guidance and Park District guidelines
    - 1. See addendums.
  - iv. Maintain rescue readiness.
- e. Coach/Instructor specific considerations
  - i. Identify scheduled lane space, deck flow and patron/team/class requirements.
  - ii. First Aid and EAP adjustments per the American Red Cross guidance and Park District guidelines
    - 1. See addendums.
  - iii. Disinfect equipment, stations, and worksite prior to and after your shift.
- f. Signage at employee time clock locations and break areas.
- g. Signage related to appropriate PPE at key employee locations.
- 7. Have a plan in the event a patron or employee experiences a COVID-19 like illness on-site.
  - a. Follow EAP for sudden illness.
  - b. Isolate patron and their immediate group away from others
  - c. Designated isolation/triage area (lifeguard office)
  - d. Utilize needed personal protective equipment.
    - i. P95/N95 face mask
    - ii. Eye protection
    - iii. Gown
    - iv. Gloves
    - v. HEPA Filter and BVM, if required
    - vi. Facial covering for infected patron (if applicable)
  - e. Clear the Aquatic Center Facility of all patrons.
  - f. Follow Park District COVID-19 Safety Procedures.
  - g. Clean and disinfect location, as required.

## AQ Capacity

1. Per the Washington State Department of Health COVID-19 Prevention Guidance and Reopening of Water Recreation Facilities in Phases released on March 22, 2021; the facility must follow the most restrictive of the below capacity guidance:
  - a. All patrons must be always able to comfortably and reasonably practice six-foot physical distancing, except for those within the same household.
  - b. Per the Washington State Department of Health COVID-19 Prevention Guidance and Reopening of Water Recreation Facilities in Phases released on March 22, 2021, AQ has the ability to adhere and limit the user capacity in the pool to no more than 50% of maximum occupancy as determined by fire code AND a maximum occupancy of 50

people and ensure sufficient social distancing with at least 6-foot separation between family units. AQ Fire code - Total occupancy (Recreation, Competition, Dive Well) is 688. The AQ Nakata Rooms A and B are not included in the water and deck capacity restrictions per Fire Code.

- c. Ray Pool occupancy
  - i. Maximum in water: 45 (must maintain distancing)
  - ii. Maximum wet deck: 13 (must maintain distancing)
- d. Nakata Pool occupancy
  - i. Maximum in water: 74 (must maintain distancing)
  - ii. Maximum wet deck: 12 (must maintain distancing)
2. Minimal spectators will not be permitted on deck during Phase 3 due to capacity limits and dependent on programming. No additional seating will be provided in the lobby or deck areas to maintain social distancing and decrease the opportunity for gatherings.
  - a. Parents/guardians and spectators are encouraged to remain outside the facility unless actively participating.
  - b. Minimizing the number of people in the facility at any time is imperative for protecting the health of our swimmers, coaches, staff, families, and community.
  - c. If parents/guardians feel they need to overserve their child's practice, they may do so from a designated area provided they feel well and maintain 6-feet of social distance from anyone else on the Ray Williamson outside concrete deck area.
3. Exposure time will be limited as lap swimmers are distanced, two per lane and up to 7 athletes per lane (per maximum occupancy) during coached swim practices under a supervision of a certified coach, with staggered entry and exit time.
  - a. During swim lessons one parent/guardian may accompany young swimmers into the water to act as the instructor's aid. The parent/guardian and child may be in the same area together as they are from the same household. Each parent/guardian and child group will be socially distanced from other class participants. Instructors will be phased in during Phase 3 with the use of appropriate PPE as defined by the DOH.
  - b. Locker rooms and showers are closed due to social distancing. Patrons should plan to arrive and depart in their swimsuits.
    - i. Patrons are required to rinse off prior to entering the pool. Deck showers are available.
    - ii. Exceptions will be evaluated on an individual basis by the AQ Manager.
  - c. AQ will place barriers and signage to encourage safe distancing.
  - d. Designated lane and deck space will be assigned to each patron during their visit.
    - i. Designated areas on deck allow for patrons to keep personal items with them, due to locker rooms being closed.
  - e. Patrons should bring their own equipment (goggles, kick boards, pull buoys, etc.). Facility equipment will not be available to patrons during phase 1 and 2 to decrease the amount of contact between users.
    - i. Exception: water exercise classes (belts, hand buoys, etc. will be provided)
    - ii. Exception: swim lessons (class equipment will be provided)

## Patron Communication

1. Proactively communicate guidelines and expectations for health and hygiene procedures and precautions at AQ entrance for patrons and in the behind-the-scenes areas for employees.
  - a. Signage placed on entrances and at key locations throughout the facility and in the employee only areas.
  - b. Staff actively educate and enforce social distancing, cleaning, and good hygiene with patrons.
2. AQ warns patrons about the risk of contracting COVID-19 in any public space, including posting signs/messages.
  - a. All entrances and usage areas will have required signage.
  - b. Disclaimers will be visible and posted on [biaquatics.org](http://biaquatics.org).
3. AQ to communicate new operational procedures to patrons prior to arrival, on our website, and through social media to establish expectations and instill confidence, including:
  - a. BAM and BISC Coaches are required to complete required training online and in-person. We ask all teams and boards to share a copy of this document with their athletes and parents if applicable.
  - b. Outside user groups and teams must submit practice plans to AQ Manager for approval prior to resuming practices.
  - c. Email communications will be sent to members identifying all operation procedures, reservation processes, and best practices such as:
    - i. Identifying COVID-19 symptoms
    - ii. Messaging that asks patrons to come back another day if they or another close contact individual has tested positive or show signs of COVID in the past 2-14 days.
    - iii. Required face coverings to enter the facility.
    - iv. Social distancing guidelines
    - v. Capacity limits that facilitate social distancing
    - vi. Enhanced cleaning and sanitizing protocols
    - vii. What to expect from the time they arrive to the time they exit the facility

## Patron Responsibilities

1. If you or any member of family is not feeling well, do not visit. If you have or have been in contact with someone in the past 2-14 days that either has tested positive or exhibited symptoms of COVID-19, do not visit. Plan to come when you are well.
2. Please wear a face covering throughout your visit unless you are actively in the water. This is for your own protection and for the protection of other patrons and employees in the facility. Face coverings can be purchased from various sources or homemade if they cover your nose and mouth.
3. Wash your hands frequently and practice good hygiene while at the BISC:
  - a. Wash hands frequently with soap and water for at least 20 seconds throughout your visit. Use hand sanitizer as an alternative. (Wash them after coughing or sneezing, before eating, after toilet use, and when hands are visibly dirty.)
  - b. When coughing or sneezing, cover your mouth and nose with a flexed elbow or tissue. Throw tissue into a trash receptacle after use.

- c. Follow social distancing guidelines carefully, maintaining 6-feet of space from others. Family members and others (a “family unit”) who live in the same household can be closer together. All others should strictly adhere to the physical distancing guidelines. This will apply throughout the entire facility.
- d. If you feel ill once you are here, go to the lifeguard office or let an employee know immediately. You and your family members may be asked to move to a special area within the AQ for further assessment and assistance.
  - i. Immediately put on your face mask
- e. When leaving your swim time, please spray down your area (chair/table) with the cleaner provided.

## AQ Cleaning

1. The frequency and approach to sanitizing is based on the guidelines provided on the cleaning chemicals, which should be determined based on the surface being cleaned. Virus kill times/drying times are considered carefully prior to reopening an area for guest access.
  - a. There are many different surfaces and materials throughout the AQ. AQ staff have a specific process for each and has been trained on product usage application and best practices to ensure effective disinfection.
2. Facility equipment (belts, kickboards, etc.) disinfected after each user, as applicable.
  - a. Including ADA equipment and rescue equipment
3. Increase cleaning/disinfection of high touch surfaces such as door handles, countertops, sink faucets, pool railings, guard stands, etc.

## Providing First Aid and Emergency Care

1. Follow facility EAPs.
2. If patron is showing symptoms of COVID-19 move them to the lifeguard office if able
  - a. Have patron put on facial covering
  - b. Don appropriate PPE
  - c. Utilize HEPA filter and BVM if needed.
  - d. Provide care.
    - i. AQ lifeguards and staff are American Red Cross certified and have been trained on appropriate PPE.
3. Clear the facility.
4. Notify direct supervisor.
5. Follow Park District COVID-19 Safety Plan.
6. Disinfect area.

## Instructor/Coach Specific Information

1. Instructor/Coach will keep their equipment and chairs with them as they move from location to location around the deck based on their classes. During the turnover time in between classes/groups instructors will be asked to clean equipment restage for the next group.
2. Instructor/Coach will wear face masks when out of the water.
3. Instructor/Coach will keep 6-foot distance between themselves and students as much as possible.

4. Student/athlete and parent/guardian assistants will be required to wear a face mask until they enter the water and then after their lesson/class/practice and or while moving in between stations on deck.
5. If a student or guardian cannot enter the facility due to illness, or a failed health check, they will be refunded the cost of the class missed to their household account.
6. Minimal teaching equipment should be utilized. Shared equipment is not permitted during phases 3. All equipment utilized by the class/group needs to be disinfected prior to being reused.
7. Instructor/Coach will assist staff with cleaning, disinfection, contact tracing requirements, health screening, etc. while in the AQ facility.
8. If training plans are changing, new guidelines and diagrams should be approved by the Manager.