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# U.S. Masters Swimming COVID-19 Safety Plan Addendum

**Until directed otherwise, all sanctioned events must complete this COVID-19 Safety Plan Addendum and email it to their LSMC sanctions chair in addition to completing the** [**standard sanction application on usms.org**](https://www.usms.org/volunteer-central/guide-to-local-operations/event-management/pool-meet-management/sanction-application-process)**. Please copy** [**events@usmastersswimming.org**](mailto:events@usmastersswimming.org) **on correspondence so the National Office can gather comprehensive best practices and assist as needed.**

## Guidance and Recommendations

### Event Directors

* The event director is responsible for researching and abiding by all current applicable federal, state, local, and facility orders related to COVID-19, clearly communicating protocols in published event information and providing email updates to attendees as needed.
* Require all attendees (swimmers, volunteers, officials, and facility staff) to complete a USMS COVID-19 Participant Screening Form.
* Discourage travel. Attendees should travel from no farther than a 100-mile radius from the event venue. In areas where population density is greater (or the boundaries of the LMSC don’t exceed a 100-mile radius), travel should be limited to within the LMSC.
* Require all attendees to wear face masks at all times, except while in the water. Provide disposable masks in case attendees forget to bring their own. Distributing Ziploc bags to participants (write their name with a Sharpie) can help facilitate compliance by providing a clean and dry place to place the mask while they are in the water and reduce the number of masks discarded throughout the venue.
* No spectators or nonessential attendees.
* Limit bathroom access (swimmers arrive and leave in their suits).
* No hospitality (attendees should bring snacks, water, etc.). If food or drinks need to be provided, use individually wrapped or sealed containers in a grab and go setting.
* Space out seating areas and preassign to groups or individuals if possible.
* Provide hand washing stations and hand sanitizer.
* Check temperature of each attendee before entry to the facility.
* Sanitize common areas and surfaces frequently.
* Utilize plexiglass barriers to help protect volunteers and officials while interacting with attendees.
* Publish results online only to avoid crowds at results posted on-site
* To eliminate the need for meetings that typically are held in-person (for officials, safety personal, open water safety briefings, etc.) publish information in advance and/or organize virtual meetings via Zoom.
* Avoid or minimize post-event socials and awards ceremonies.
* To minimize the number of attendees in the venue at any given time, consider splitting the event into sessions
* If you become aware of COVID-10 exposure (i.e. an attendee tests positive shortly after the event and could have exposed other attendees, communicate to all attendees through email or other possible means the possible exposure times and locations so attendees may determine if quarantining and/or testing are needed. [Here are positive test protocol recommendations](http://www.aquatics-coalition.org/wp-content/uploads/2020/09/Recommended-Guidelines-for-Positive-COVID-19-Test.pdf) from the [Aquatics Coalition](http://www.aquatics-coalition.org/).

### Event Directors (continued)

* Pool Meets:
  + Limit event lineup to individual races (i.e. no relays).
  + Provide plenty of time between heats and events to avoid crowding behind the blocks.
  + Meet warm-up and post-race cool-down need to be tightly managed like a workout to maintain social distancing with limited number of swimmers in each lane starting from opposite ends.
* Open Water Races:
  + Avoid mass starts and use wave, time trial, or rolling starts instead to avoid crowding.
  + Provide a receptacle for swimmers to discard masks as they enter the water and masks for swimmers to wear as soon as they exit the water.

### Swimmers

* At the end of each race, clear the area quickly to avoid crowding behind the blocks.
* Swimmers should not linger to ask for times once race is completed.
* Swimmers in the next heat should be positioned at least 6 feet behind the timers and not move up to the blocks until instructed to do so.
* Once races are completed, exit the venue without lingering to socialize or cheer on teammates.
* Swimmers should not congregate on the side or at the end of the pool to cheer for friends.
* Swimmers should remove mask just before entering the water and put a mask on as soon as race is completed. For pool meets, use a Ziploc bag to keep the mask dry. For open water races, check with race director to ensure masks will be available once you finish your swim.

### Officials and Timers

* Referee and starter should be on opposite sides of the pool.
* Stroke & turn officials should remain in the middle of their jurisdiction at the ends of the pool.
* Stroke & turn officials should stand back from the starting block while the swimmers get up and take their position. Do not move to the edge of the pool until the swimmer is in the water.
* Sanitize any equipment before use (e.g., podium, microphone, etc.)
* There should be only ONE starter using the microphone. Do not share or switch off.
* Officials should wear masks, but the referee may lower for whistles and the starter may lower for starting commands.
* All officials should be equipped with radios.
* Physical DQ slips shouldn’t be used and passed around. Call all DQs in over your radio and have the administrative official or Hy-Tek operator enter them into the computer. Mark the DQs on your heat sheet in case there are any questions.
* Timers should remain 6 feet back from the blocks at the start of the race and only move up to the pool’s edge at the end of the race to stop their watch and/or push their button. Then they should move back to their original position.
* There should only be one timer per lane.

## COVID-19 Safety Plan Details (include additional pages as needed)

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| Describe current applicable federal, state, local, and facility orders regarding size of gatherings, testing, other COVID-19 protocols, etc. (include links where appropriate) |
| [CDC Coronavirus Website](https://www.cdc.gov/coronavirus/2019-ncov/index.html)  [WHO Coronavirus Website](https://www.who.int/emergencies/diseases/novel-coronavirus-2019)  [U.S. Department of State Current Coronavirus Outbreaks Website](https://travel.state.gov/content/travel/en/traveladvisories/ea/covid-19-information.html)  [Indiana State Health Department (ISHD)](https://www.coronavirus.in.gov/)  [County Metrics](https://www.coronavirus.in.gov/2393.htm) & [State Guidelines for social gatherings](https://www.in.gov/gov/files/Mar-1-to-Mar-31-Coronavirus-Response-Requirements.pdf)  According to the most recent Governor’s update, mask mandate will be lifted and placed as advisement as of April 6th, 2021. Due to data metrics indicating a blue stage for most of the state coupled with vaccinations open to all those over 16, local health departments will be responsible for setting guidelines if needed. All are recommended to follow CDC. Event host and all directors are staying up to date with CDC. All data provided to attendees through race website and emails when applicable. |
| Describe venue cleaning protocol for before the event, during the event, and after the event |
| All areas of one indoor building are cleaned within 2 days of the event. Not all areas are used. Applicable areas are cleaned and sanitized daily just before closing (closing to do list). Cleaning items are readily available to clean every 2 hours to applicable spaces. After the event, all areas will be cleaned and sanitized.  Please Note: the venue is outdoors, and very limited foot traffic comes into the building. Any tents set will have all necessary cleaning supplies for table/chairs and hand sanitizer available. |
| Describe screening of attendees (swimmers, volunteers, officials, staff) for entry to venue |
| Each participant has access to the screening form via the race website. In addition, reminders will go out 1 week prior addressing the mandatory completion of these forms. The attendees will be encouraged to submit the screening forms via email to Event Director within 48 hours of race day. Anyone not submitting this completed form will not be checked in (& number marked) without completing it first. This will limit the onsite collection of forms therefore reducing contact and congestion that promotes social distancing. |
| Describe face-covering requirements and enforcement |
| NOTE: This is an OUTDOOR event. Masks are not required if social distancing is possible when outdoors. The venue is on 65 acres and provides for ample amount of room to separate athletes from spectators where spaces provide for appropriate square footage to accommodate social distancing for both groups. No masks will be required under state regulations. However, masks will be encouraged in areas where congestion could happen (signs will be posted) and masks will be available in accordance with USMS (safe places for masks, disposable available, discard space before entering water, etc.). Anyone entering the one building will be instructed (via signage) that masks are required (by USMS). |
| Describe modifications to registration and check-in area and process |
| We are working with a “Run SignUP” rep to limit face to face registration and check in. It appears participants may be able to check in via scan code. Therefore, the only face to face is picking up chip and getting marked. The event team will be required to wear face masks and gloves while body marking participants. Participants will be given the option of having a relative mark them correctly (example will be given). |
| Describe warm-up social distancing requirements and enforcement |
| This is an outdoor venue with ample amount of room on the beach for social distancing. We will release in waves as needed. Local, State, & Federal guidelines will be followed. All directors, lifeguards, and medical team will be the ones enforcing (advisement and warnings). |
| Describe venue facilities that are available and off-limits to participants |
| Only one building is on site and used by race host (with exception of fire department). Fire department will not be available for public use. Fire Department will open a section for emergency medical. See above for protocol of the limited public use building (registration and restrooms). |
| Describe participant deck space usage requirements and enforcement |
| Deck Space not applicable – this is an outdoor event on 65 open acres. |
| Describe swimmer requirements for races (entering and exiting the pool) |
| Not applicable – outdoor; open water swim - lake |
| Describe other participant interaction modifications (awards, results, etc.) |
| Local, state, and federal social gathering guidelines will be followed as it may pertain to an awards presentation.  Participants not required to be present for awards.  Reminder: results may not even be available for 2 days post-race.  Results will be posted online within 2 days. Awards mailed. |
| Describe post-event notification protocol, in the event that an attendee subsequently tests positive for COVID-19 |
| Upon notification of a someone testing positive for COVID-19, race host will send a blind carbon copy email out to all participants of the event. Race host will then follow quarantine time limits set by state and federal. |