

COVID-19 Facility Response Plan

DACA SWIM SCHOOL

This document outlines the current plan for protections in place to re-open DACA Swim School and is based upon The Santa Clara County Department of Public Health Recommendations. This document is a living document, and it will change as guidance is modified or adjusted based upon ongoing concerns/recommendations by health officials.

Building

- HVAC fans are continually left on to pull fresh air from the outside into the swim school and draw air from the swim school out through a separate exhaust system. Air filters are maintained and cleaned to meet the Santa Clara County Department of Health requirements
- Where feasible, entrances, exits, and direction of travel will be marked. Visual cues such as signs or tape on the ground will help assist students with class locations and walking direction. This will help reduce congestion as well as assist with the flow of traffic
- Visual cues/posters will be posted to remind those entering the facility to wear masks, wash hands, and to maintain social distance
- Single use restroom will be sanitized after each class time
- Changing area and showers will not be available for use
- Water fountains will not be available for use
- A touch free water bottle filling station will be available for patrons and staff to use
- Entrance and exit doors will remain open to limit frequently touched surfaces
- Outside pool doors will be open during business hours to increase air circulation
- Swamp coolers will be utilized in between classes to maximize air circulation

Cleaning/Sanitation

- After each swim group, DACA staff will disinfect high-touch surfaces
- Touchless hand sanitizer stations will be available for use in the front office and pool deck
- Swim equipment will not be provided to limit frequently touched surfaces
- DACA will clean and disinfect at the end of each day
- There will be no lost and found. Any items left at the swim school will be discarded

Social Distancing Protocol

Office

- The preferred method of communication is via e-mail or phone to limit occupancy
- Online registration will be prioritized to limit occupancy
- Only one customer will be allowed in the office lobby at a time

- Social distancing and masks will be required

Classes

Arrival

- Students may not arrive more than 10 minutes before their scheduled start time
- Students will line up on the sidewalk in designated area. Visual cues/signs will be used to designate socially distanced waiting area
- Parents will not be allowed in the pool area during class time to allow instructors to maintain required social distancing protocol

During Class

- Instructors will maintain Social Distancing Protocols while teaching.
- Staff are required to wear face masks at all times
- Students will have a designated spot to place their personal belongings. These spots will be appropriately distanced from other students and will be sanitized between uses

Dismissal

- Showers will not be available for use after class
- Students will be dismissed one at a time to ensure exit pathway remains unblocked and social distancing protocols remain intact
- Parent/guardian must promptly pick up swimmer from socially distanced pick-up area after lesson
- Students will not be permitted to wait inside the facility once they are dismissed from their lesson
- A DACA staff member will supervise students during pick-up and dismissal to ensure no student is left unattended
- It is the parent/guardian's responsibility to make sure they pick up their swimmer in designated pick-up area as DACA cannot be held responsible for verifying pick-up person

Masks

- DACA Staff, including instructors, will wear masks at all times
- Any person entering the facility will be required to wear a properly fitting face mask
- Students will wear a face mask except during swimming

Health

Before Arrival

- Parents should conduct a daily COVID-19 check using the health screening questionnaire provided by the Santa Clara County Department of Health
- Students are required to have their swim suit on; clothes over swim suit are allowed

Once at the Swim School

- A staff member will ask each student entering the facility if they have any COVID-19 symptoms before each lesson
- If a student answers yes to any of the symptom questions, the student will not be allowed to enter the facility and will not be permitted to swim that day. Students may return to class after 24 hours of being symptom free without the aid of medication

In Case of Exposure

- If a student is ill or has been exposed to anyone with COVID-19 DACA will use the Steps to Take in Response to Confirmed or Suspected COVID-19 Cases and Close Contacts provided by the Santa Clara County Department of Health to determine next steps toward attendance and necessary notifications or possible quarantine of other students taking lessons at the same time
- In the event a staff member or student has COVID-19 symptoms or exposure to someone with COVID-19, DACA will follow the procedures set forth by the Santa Clara County "What to Do if There is a Suspected COVID-19 Case at the Worksite" guide for notifications and isolation
- Management will determine whether or not to physically close the swim school based on the number of cases, the percentage of instructor/students/staff that are positive for COVID-19, and following consultation with the Local Health Office. A swim school closure may be appropriate when there are multiple cases in multiple groups or when at least 5 percent of the total number of instructors/student/staff are cases within a 14-day period
- If there is confirmation of a positive COVID-19 case DACA will follow the Santa Clara County Public Health guidelines for What to Do When Someone at the Workplace Tests Positive for COVID-19

Contact Tracing

DACA will inform all customers and staff that have been in close contact with any employee or customer that has tested positive or has been in close contact with anyone that has tested positive within the 14 days

Close contact is defined by the CDC as:

Anyone less than six feet for at least 15 minutes and/or contact with anyone while not using PPE

Education

- Staff members have signed a document called DACA Swim School Distancing Protocol: Protecting our Employees During COVID-19 stating that they will conduct their own COVID health screening prior to arrival at work. This document included guidance on health checks, face coverings, social distancing, hand-washing, cleaning supplies, kitchen and shared spaces, copying machines, symptom reporting, testing and common responsibilities
- Procedures and ongoing training for safe work practices will be conducted prior to returning to work. Regular updates will be communicated to staff members on an as needed basis . Any immediate changes in guidance or procedures will be sent out to staff via When I Work
- All plans for health and safety procedures and requirements will be posted on the information board
- Parents sign the Parent/Student Handbook affirming support of the school's policies and procedures, in order to maintain ongoing enrollment for their child(ren)
- Instructors will educate proper social distancing, face coverings, etc, on an ongoing basis