



Cossum Swim Schools COVID-19 Policy

Principle

The COVID-19 policy has been implemented to ensure the health and safety of all children and staff within our setting. It is important that this procedure is practiced and strictly followed during this pandemic. This is for the benefit of children, staff, and our wider community.

Statement of Intent

We have followed government guidelines in the development of this policy and the policy is subject to change. Whilst we understand that we are in the middle of a global pandemic, we at Cossum Swim Schools still believe in the importance of learning to swim and in providing a safe and happy environment for all our children.

Procedures

We will have a designated arrival and departure door - arrival door via the female changing rooms and collection from the double glass doors accessed through the courtyard. A staggered approach may be implemented if considered necessary.

Staff will wear face masks / visors during arrival and departure periods.

Parents/Guardians are requested to bring swimmers ready to swim with a towelling poncho /robe over their swimwear. Parents taking the towelling poncho /robe off at the entrance point and putting it back on at the exit point.

Swimmers and parents are asked not to queue until 5 mins before lesson start time. A one way system will be operated at entrance, parents to enter are asked to walk their children to the female changing room door where they will be greeted by a teacher who will check their temperature. Parents will then be directed around the one way walkway back to the point of entry / exit. Children will be accompanied by their teacher to their normal swim area. We ask that parents have goggles and swim caps on children already to minimise close contact with teachers.

We would encourage that only one parent should drop off or collect their child and should adhere to social distancing rules and stand 2 meters apart. All adults are required to wear a face covering unless exempt. Use of hand sanitisers encouraged on entering and provided for use. Once on poolside swimmers will stay in their allocated swim area.

At the end of the lesson swimmers will exit on the opposite side of the pool and will leave at the glass doors. This will be under the control / direction of teachers one class at a time, we would please ask that parents allow each other adequate space during collection.

Parents not permitted on poolside unless in exceptional circumstances to minimise numbers. Parents/guardians are asked to wait/observe at the designated glass doors or stay in their car until the lesson has finished.

One toilet will be designated for swimmers and a separate toilet used for staff. Unfortunately we must restrict the use of toilet facilities on poolside to staff and swimmers however further toilets are available in the main corridor next to the locker area.

Equipment on poolside has been reduced to the minimum. Each swimmer will be allocated their equipment for the duration of the lesson (not to be shared). At the end of each lesson the used equipment will be disinfected with a suitable disinfectant.

Group Lessons will be maintained at a maximum of 6 swimmers per class. Following social distancing guideline where possible we will be maintaining a distance of at least 2 metres or, in accordance with Government guidelines 1 metre with risk mitigation where 2 metres is not possible. All swimmers will be a minimum of 1 metre apart with additional mitigating measures such as side by side swimming or alternate swimmers used to increased distance. Children will stay in their own group and use their designated swim area during classes, all will be equipment will be sanitised before and after use.

Staff will maintain 2m distancing and teaching will be carried out from the poolside unless in exceptional circumstances. However where absolutely necessary to reduce this the Governments Close Contact guidance <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/close-contact-services> will be adhered to. Teachers will minimise time for assisting swimmers to fit buoyancy aids etc only to when absolutely necessary and will wear appropriate PPE in such cases.

Changing facilities and showers will not be available for use due to lack of available space for social distancing.

Between lessons a member of staff will check and sanitise toilet areas. Changing room doors will remain open to help increase ventilation.

The poolside office has been identified as a suitable room in accordance with PHA guidance to isolate staff or pupils who present themselves unwell during lessons and need medical support. Any incidence of staff or pupil illness will be detailed to the pool manager via telephone to permit additional cleaning to be carried out.

Staff and parents are reminded of the importance to recognise the signs and symptoms of COVID-19 and to protect others. Pupils, parents and staff are reminded not to attend if they are displaying symptoms of COVID.

During COVID-19 all classes will finish 5 minutes earlier than normal to allow for safe changeover and cleaning.

Specific entry / exit points will be detailed for Ballymoney, Ardglass and Bushtown pools – these will be detailed by the teacher on booking.

All teachers and parents are encouraged to download the StopCOVID NI Proximity App to assist with contact tracing. Details of the app are available at <https://www.nidirect.gov.uk/articles/coronavirus-covid-19-stopcovid-ni-proximity-app>

Children

Only children who are symptom free or who have completed the required isolation period can attend the setting.

Should a child display symptoms or become unwell during a session their parents/guardians will be contacted to collect their child without delay and to seek medical advice. This child will wait with a member of staff in the designated area until the parents arrive. Staff will wear all necessary PPE during this time with door open for necessary ventilation. In the event of an emergency, staff will call 999. Enhanced cleaning will then be carried out in any areas the child may have been in contact with – i.e. door handles or toilets.

Children will be supported in an age appropriate way to help them understand the social distancing, handwashing and hygiene requirements that are being used during this time.

Staff

Only staff who are symptom free, have completed the required isolation period or have achieved a negative COVID-19 test result can attend.

Staff are required to inform their manager of any changes in their health as soon as possible. Staff members will avoid contact with each other including handshakes, hugs and will adhere to social distancing rules.

All staff have received training in COVID-19 prevention and infection control.

Cossum Swim Schools recognise this is a difficult time and will continue to support their employee's wellbeing, any staff with concerns should approach their manager as soon as possible.

Parents

Only parents who are symptom free and or have completed the required isolation period can attend.

We would encourage that only one parent should drop off or collect at any one time.

If you or any member of your household develops symptoms (high temperature, new continuous cough, loss or change to sense or smell or taste) of COVID-19, or is waiting for a coronavirus test result or has tested positive you must isolate for a period of 14 days from the first day any person in your home displayed symptoms. (Ref: www.nhs.uk)

Parents are invited to either e-mail or phone with concerns or queries rather than discuss with staff face to face at the start or end of lessons, please be aware that this is very much a temporary arrangement during this time – we still want to talk to you and are happy to give feedback on your child's progress.

PPE

Masks / visors will only be used during handover (when parents meet with staff on arrival/departure) or in the event of a child becoming unwell.

Additional PPE (gloves and aprons) will be used as normal during first aid. .

If a member of staff becomes unwell

If a member of staff during lessons becomes unwell with a new cough or high temperature, or shows any of the normal symptoms of the virus, they will be sent home immediately and advised to follow the COVID19 guidance for households with possible coronavirus (COVID19) infection guidance.

If a member of staff has helped someone with symptoms, they do not need to go home unless they develop symptoms themselves (and in which case a test is available) or the child subsequently tests positive (we will follow the steps below). They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Enhanced cleaning will then be carried out in any areas the staff member may have been in contact with – i.e. door handles or toilets.

In the event of a positive COVID-19 case:

Where a child or staff member tests positive, they must follow current Government guidance regarding self-isolation.

Enhanced cleaning is carried out at the end of each day. We will contact the Public Health Agency and seek further advice in the event of a positive case.

Unfortunately, we cannot refund fees in case of an outbreak of COVID19 in our setting, or if you are having to self-isolate any reason.

Contact Details:

If parents have any concerns, they can contact

Coleraine Grammar / Bushtown Hotel - Des 028 7116 0086

Ballymoney - Joseph 07395549388

Ardglass - Lisa 07885807234