

COVID-19 GUIDANCE

Prepared by Nemo Swimming,
PaddlePod, and SwimNE
Last updated 31st August 2020

THIS GUIDANCE IS INTENDED TO SUPPORT THE DELIVERY OF SWIMMING LESSONS AND FAMILY SWIM SESSIONS AT PADDLEPOD NEWCASTLE AND PADDLEPOR NORTH TYNESIDE WHILE MINIMISING THE RISKS TO REDUCE THE SPREAD OF COVID-19. IT FOLLOWS GOVERNMENT, PUBLIC HEALTH ENGLAND, AND SWIM ENGLAND GUIDANCE FOR LEISURE SETTINGS. THE GUIDANCE WILL BE UPDATED REGULARLY.

IN THIS DOCUMENT

This document outlines the key changes that will be made ahead of Nemo Swimming and SwimNE swimming lessons, and family swim sessions resuming at PaddlePod Newcastle and PaddlePod North Tyneside

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LESSON DELIVERY

LESSONS:

- Swimming lessons will be limited to:
 - Six per group for SwimNE swim camps
 - Ten per group for Nemo Babies and Nemo Toddlers lessons
 - Eight per group for Nemo Pre-school lessons
- Classes will be taught by the same teacher each session, and attended by the same students
- Where multiple groups are in the pool at any one time, each group will be assigned their own area, and their own equipment

DELIVERY

- Delivery areas to be clearly marked out

CHILDREN

- Not expected to observe social distancing while in the chlorinated pool
- When waiting on the side of the pool, social distancing will be encouraged
- Teachers will assist children while in the water, and minimum contact will be encouraged

EQUIPMENT

- Equipment will be allocated and cleaned before session start
- Cleaned by ensuring it is in the chlorinated pool water by teacher once each class exits the area
- At the end of sessions, equipment will be cleaned again, and left on poolside in an allocated space

LESSON DELIVERY (CONT.)

POOLSIDE

- Use of steps will not be allowed
- Poolside toilets will be operational, and parents will be required to assist where necessary
 - If assistance is required during a lesson, parents will be called to the poolside

SWIMMERS

- Must confirm that they are 'fit to swim', and that nobody in their household is displaying symptoms of Covid-19, or has been asked to self-isolate
- Customers must ensure that their contact details are correct on Doddle ahead of attending summer lessons or family swim sessions
- Should a customer or any member of their household develop Covid-19 symptoms, they should not attend
- If they develop symptoms following a visit, customers must inform Nemo Swimming, PaddlePod, or SwimNE immediately
- Nemo Swimming, PaddlePod, and SwimNE will then inform any other customers and staff members who may have been in contact with the symptomatic persons

FACILITY

CUSTOMER ENTRY

- Customers at PaddlePod Newcastle should enter via the fire exit at the mid-point of the building
- Customers will be met by a member of Nemo Swimming, PaddlePod, or SwimNE staff, who will register entrants and explain procedures
- Hand sanitiser will be available at entry points to the facility
- Stairs will be managed to ensure people do not congregate

CHANGING AREAS

- Customers will be given an allocated changing time and area
- Customers should arrive at the facility 'swim ready' i.e. swimming costumes should be on already
- Showers will not be operational
- Clothes should be removed from the changing areas by supervising adults (unless parents are in the water also)
- Hair dryers will not be operational
- Nappy bins will not be available
- All changing areas will be unisex, village-style (with individual cubicles available if needed)

CAFE AND VIEWING AREAS

- The cafe will be open, with the limited menu available (see paddlepod.co.uk/eat/menu)
- No food should be brought into the building from outside
- Where possible, please limit the number of spectators
- The play area at PaddlePod North Tyneside will be available to customers using the facility to attend classes
- The play area at PaddlePod Newcastle will be available to hire for up to 10 children from Monday 7th September. Sessions will be available Monday to Friday between 10am and 3pm, and must be booked in advance

FACILITY (CONT.)

CLEANING

- An enhanced cleaning and sanitising routine has been established to clean areas and fittings throughout the day
- Every evening, all areas, furnishings, and surfaces will be cleaned once customers have left the building

WASTE DISPOSAL

- Waste will be disposed of in lidded bins
- Nappy bins will not be available, and customers are asked to take any waste of this nature with them when they leave the building

PPE

- Medical grade PPE and masks will be worn when staff manage a suspected case of Covid-19

DOCUMENTATION

- As far as possible, all future documentation required will be emailed to customers

SUSPECTED CASES OF COVID-19

- Parents are requested to adhere to the guidance issued by the government should their child or a member of their household display symptoms of Covid-19
- Customers must ensure that their contact details are correct and up-to-date on Doodle
- Should a customer or any member of their household develop symptoms following a visit to PaddlePod Newcastle, they must contact Nemo Swimming, PaddlePod, or SwimNE immediately so that they may inform any other customers or staff member who may have been affected

RISK ASSESSMENTS

- Risk assessments for reopening the facility and practice of continued operation have been approved following government guidance

STAFF

ENTRY TO THE FACILITY

- A self-certified 'fit to work' questionnaire to be completed ahead of returning to work
- Staff should wear short sleeves and no jewellery
- Hand sanitiser will be available on entry to the building

TEACHING

- Teachers should go to the designated staff changing area, and leave their belongings in allocated duckets
- Staff should arrive at the facility changed and ready to teach
- Once ready, staff should head to the poolside and set up their allocated area

LIFEGUARDS

- Lifeguards will be issued with their own kit (including whistle, radio, face mask)

OFFICE

- Each staff member will have an allocated desk space
- Desks will be positioned to ensure social distancing can be observed in the office space

COMMUNICATION

- Radios will be used to allow staff from different areas/teams to communicate with one another

REPORTING PROCEDURE

- If a staff member is reported to have symptoms, it must be reported to the relevant persons within Nemo Swimming, PaddlePod, or SwimNE