



NCAP Standard Operating Procedures Swim Lesson Program: Fall 2021 -Version 1, August 12th, 2021- American University

• PPE requirements:

1. All staff will wear masks at all times while in the facility.
2. All instructors will wear face protection during lesson instruction.
3. All swimmers will wear masks when entering and exiting the facility, and while on deck until such time as they are instructed to put their masks in their designated basket.
 - a. Exceptions will be made for swimmers with conditions that prohibit them from wearing a mask pending medical documentation.
4. All NCAP staff are required to have hand sanitizer & cleaning products available.

• Facility procedures:

1. There will be a separate entrance/exit for NCAP families allowing swimmers to enter directly onto the pool deck.
 - a. NCAP members will not be permitted to enter through Bender Arena.
2. Locker rooms will be limited to emergency restroom use only.
3. The facility will be cleaned daily following all lessons.
4. Parents are required to take swimmer's temperature prior to coming to lessons.
 - a. Swimmers with a temperature of 100.4 degrees or more should stay home and will not be permitted to attend their lesson.

• Athlete/family protocol:

1. Swimmers must arrive and depart in their swimsuit.
 - a. Swimmers will not be able to utilize the locker rooms at the facility.
2. Swimmers will not be permitted to enter the facility until 5 minutes before their lesson start time.
 - a. If they arrive early, they should wait in their car until the appropriate time to enter the facility.
3. **Parents/spectators will not be allowed to watch lessons. Swimmers must be able to separate from their caretakers for the duration of their lesson.**
 - a. We will have additional staff to greet families at the entrance and then escort the swimmer to their class.
 - b. Exceptions to this policy will be made for the swimmer's first class, so parents may escort their child to the pool and meet the instructor.
Please note: Parents will not be able to stay and watch the lesson.
4. Criteria that must be met by swimmers and anyone residing in their household to be eligible to attend swimming lessons:
 - a. No contact with anyone who has tested positive for COVID-19 in the last 10 days.
 - b. Has not had a temperature over 100.4 degrees, a cough or difficulty breathing in the last 10 days.
5. Any athlete or staff member experiencing any symptoms of a fever, recent cough, unusual fatigue,



headache or has had any exposure to someone who has any symptoms should remain at home and seek medical treatment.

- a. If any swimmer or staff member has a fever or symptoms of illnesses, they may not attend lessons until cleared by a medical professional.
- b. Swimmers and staff must see a physician and be cleared for work & lessons after being diagnosed or suspected to have COVID-19.

• **Covid-19 Exposure and Positive Test Procedure:**

NCAP considers anyone as having “close contact” or possibly exposed if they were within 6 feet of an infected person (masked or unmasked), 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the person is isolated.

- *Family MUST keep their athlete(s) out of lessons **and** notify NCAP immediately in all circumstances listed below. NCAP will contact trace and confirm what NCAP members have been potentially exposed, as defined by the CDC (see above).*
1. A member of a swimmer or staff member’s immediate household is exposed to COVID-19:
 - a. The member can wait 5 days from exposure to get tested and receive negative results OR
 - b. The swimmer or staff member must quarantine for at least 10 days after the date of exposure.
 2. A member of a swimmer or staff member’s immediate household tests positive for COVID-19:
 - a. The swimmer or staff member must quarantine for 10 days and isolate themselves from the members of their household to the best of their ability.
 - b. The swimmer or staff member must receive a negative test result no sooner than 48 hours prior to the return to lessons. *Approved test date will be confirmed by NCAP.*
 3. A swimmer or staff member is exposed to COVID-19 from someone outside of their household:
 - a. The swimmer or staff member must quarantine for 10 days OR
 - b. The swimmer or staff member must get tested 5 days from the exposure and provide NCAP with documentation showing a negative test result.
 4. A swimmer or staff member tests positive for COVID-19:
 - a. The swimmer or staff member must quarantine for 10-14 days.
 - b. NCAP will email all families registered at the same time slot to let them know a member tested positive for COVID-19.
 - i. NCAP will then complete the contact tracing process and follow up with families whose swimmer is considered a close contact based on the definition above.
 - ii. Anyone that has been identified as exposed has two options to return to lessons:
 1. The swimmer or staff member must wait 5 days from exposure to get tested and provide negative results to NCAP OR
 2. The swimmer or staff member must quarantine for 10 days after the date of exposure and may return if they have not experienced any symptoms.