

Raccoon Valley Swim Club
COVID-19 Pool Operation Prevention Plan (CPOPP)
May 11, 2021

Welcome to Raccoon Valley Swim Club

Raccoon Valley Swim Club is located in downtown Mullica Hill. Mullica Hill is located in Harrison Township, Gloucester County. Raccoon Valley Swim Club has been part of the community since it first opened its doors in 1957.

2020 was an extraordinary year. In response to the COVID-19 pandemic, the governor of New Jersey did not allow public recreational bathing (PRB) pool facilities to open on time. Under Executive Order No. 153, the governor allowed PRB pool facilities to open after June 22, 2020 and then later allowed diving wells and playgrounds to open. As part of those orders, the New Jersey Department of Health developed standards governing the safe operation of pool facilities and licensed facilities are required to follow these standards.

The CPOPP contained herein has been incorporated into Raccoon Valley's Aquatics Facility Plan (AFP) and has been approved by the Gloucester County Department of Health pursuant to NJAC 8:26.

Thanks to the conscientiousness of our staff, members, and guests we successfully completed the 2020 season without a reported case of COVID-19.

As we move into the 2021 season, the governor's Executive Order No. 153, 157, and 230 as well as the Department of Health's Executive Directive 20-022 and COVID-19 Pools and Aquatic Recreation Facility Standards continue to be in force. Public swimming pools must continue to develop and implement a COVID-19 Pool Operation Prevention Plan that is submitted and approved by the county health department that takes these orders and directives into account.

In our second year of implementing a CPOPP, these procedures have become more routine for staff, members, and guests. As we looked back to 2020, there are some minor adjustments to this plan. Please take the time to understand this CPOPP and remember that this is your club too. Staff and members have an obligation to regulate themselves and become comfortable with adhering to guidelines and adjusting their routine when compared to past seasons. Success requires patience and teamwork to ensure that the club can stay open for the enjoyment of all.

Staffing and Pool Facility Operations

1. In addition to all normal training certifications, lifeguards and other RVSC staff members have completed a workshop on COVID-19 awareness, risk reduction, as well as the cleaning and sanitizing procedures necessary to promote the safety of public and staff. An outline of the workshop and acknowledgement that each staff member has attended is available at the club during regular operating hours.
2. RVSC has established a CPOPP Ambassador role to monitor and encourage social distancing of bathers on the pool deck. The responsibilities of this role will primarily be executed by the manager on duty that is at the front desk, but during peak periods may be an extra scheduled person

3. RVSC has established a COVID Contact Person that will be available to answer any questions that members may have about the CPOPP. The COVID Contact Person is Renetta Meddick.
4. RVSC has identified a board member to be responsible for Personal Protective (PPE) acquisition and distribution. The PPE liaison is Marcey DiGiacomo.
5. Lifeguards that are in the chair are responsible for swimmer safety only
6. If a member has concerns about adherence to this policy or other COVID-19 related issues then they are encouraged to follow a process to escalate these concerns in this order –
 - a. Manager on Duty (at time of issue)
 - b. Renetta Meddick (Manager)
 - c. Jon Steward – President, Board of Trustees, at (856)425-8970 or jon.steward.rvsc@gmail.com.
 - d. Gloucester County Department of Health at (856)218-4101
 - e. Harrison Township Police Department (non-emergency number) – (856)478-6839
7. All staff that reports to Raccoon Valley Swim Club to work shall be screened prior to entering the facility. This screening will include –
 - a. Temperature reading (a staff member with a temperature above 100.4 will not be permitted to enter the facility)
 - b. A verbal symptom check will be conducted by the manager on duty. The following symptoms will be queried –
 - i. Fever, chills, cough, shortness of breath, difficulty breathing, fatigue, muscle aches, headache, new loss of taste or smell, sore throat, congestion/runny nose, nausea, vomiting, or diarrhea

Admittance and Access to the Facility

1. Members and guests are asked to review signage at the entrance to the club regarding signs of illness and to stay home when they have symptoms of COVID-19 or are otherwise sick.
2. In order to maintain social distancing, the Department of Health has determined that the capacity of each pool is calculated by allowing 28 sq ft of surface area per swimmer. The capacity for each of the pools is as follows –
 - a. Baby pool – 13
 - b. Main Pool – 100
 - c. Dive Well – 45
3. In order to maintain social distancing, the Department of Health has determined that the capacity for the facility and grounds at one time shall be reduced to 50% of the maximum capacity. This reduced capacity for Raccoon Valley Swim Club shall be 200 people.
4. Based on historical numbers, capacity limits should not be an issue at Raccoon Valley. Members are asked to work with each other to maintain permitted capacity levels and let other members know when you are waiting to use a pool. If members are not able to come to agreement on their own, then RVSC staff will close pools until capacity restrictions can be accommodated. At that time, staff will ask for volunteers to exit the pool or grounds. If no volunteers are found, then staff will ask the member that has been at the club the longest to end their visit to accommodate others.

- a. In the event that the facility exceeds capacity, then staff members will use Remind to inform members and then use Remind again to let members know when the facility is re-opened.
 - b. The board is hopeful that this process will work, but may have to use a reservation system if there are issues with this process.
5. All members must sign in **and sign out** with the desk attendant and denote all members and guests that are visiting at that time. This is critically important for contact tracing if a potential exposure to COVID-19 is found.
6. There are markings on the ground at the entryway to the club. Please maintain social distancing while waiting to check in or check out with the desk attendance. Please ensure that the entryway is clear of patrons traveling in the opposite direction prior to entering or exiting the facility. Please always try to maintain six feet of distance from other patrons while moving about the club.
7. In order to meet capacity restrictions in 2021, reservations for parties will be limited to 40 people with only one party at a time. We will not allow the use of the club by outside groups during regular operating hours.
8. We will be providing swim lessons during the 2021 season, but there will be some changes in procedures –
 - a. If the person taking the swim lesson is mature enough to handle themselves then it would be preferred that the parent/guardian wait in their vehicle or designate another person they may know to keep an eye on the person taking the lesson.
 - b. Any person entering the club must sign in and sign out with the front desk and are asked to review signage at the entrance to the club regarding signs of illness and to stay home when they have symptoms of COVID-19 or are otherwise sick.
 - c. Anyone signing up for swim lessons should be aware that it is not possible to maintain social distancing between the instructor and the student during the lesson and face coverings are not permitted to be worn in the water. There will be an effort made to maintain social distancing between students, but one instructor will be working with more than one student. Instructors and students will be screened for symptoms of COVID-19 before the lesson.
 - i. This is permitted under Section VB of the NJ Department of Health guidelines, which read that staff should encourage “social distancing while in the water, unless the individual needs assistance to swim ...”
 - d. Please be on time for your lesson. We will be staggering start and end times to limit the overlap of students.
 - e. Students will not be permitted to enter the pool prior to the start of their lesson or to stay in the pool after the end of their lesson.
9. The Swim and Dive team will be training during the season at the club. The Swim and Dive Team leadership is basing their seasonal plan on the club’s approved CPOPP and guidance being provided by the Suburban Swim League. Members interested in joining the Swim and Dive Team should contact raccoonvalleyswimteam@gmail.com for further information.

Infection Control Strategies

1. Raccoon Valley Swim Club will work closely with the Gloucester County Department of Health in regards to illness reporting and contact tracing if the club becomes aware of an illness or potential exposure
2. If someone were to show symptoms of COVID-19 while they are at Raccoon Valley Swim Club then the following procedures will be followed –
 - a. the person will be immediately separated from staff, patrons, and swimmers by utilizing the closed portion of the playground area.
 - b. Utilize that person's emergency contact information to arrange a ride to their home or healthcare provider if necessary.
 - c. Close off non-pool areas that were used by a sick person for 24 hours and then cleaning and disinfecting them.
 - d. If COVID-19 is confirmed, then Raccoon Valley Swim Club will notify local health department, staff, and patrons as required. Raccoon Valley Swim Club will encourage staff and patrons to stay home and self monitor for symptoms for a period of 14 days.
3. Enhanced Cleaning and Disinfection Procedures
 - a. Chlorine has been found to render coronavirus inactive. Chemical levels in each of the pools will be monitored and tested on an hourly basis while the club is open. Testing is completed by an independent lab on a weekly basis.
 - b. Stations that include sanitizing solution and disposable towels are available to members throughout the club. Please do not put trash in the Sanitizing Stations.
 - c. Hand Sanitizer is available throughout the club. Ask any staff member for the location of the closest hand sanitizer dispenser. Patrons are encouraged to wash their hands frequently and use hand sanitizer when handwashing is not realistic.
 - d. The club is not permitted to provide any water play equipment – such as kickboard, goggles, noodles, toys, or balls of any kind. Patrons are allowed to bring their own water-play equipment but should not share it outside of immediate family members.
 - e. There will be no lost and found in 2021. Any items left at the pool at closing will need to be discarded – please be careful to take any items you bring home with you when you leave.
 - f. Lifeguard chairs should be sanitized in between each rotation. Rotations should be staggered in such a way to allow the pool to be guarded while the chair is being sanitized and extended to minimize time spent sanitizing.

Restroom and Shower Access

1. Members are encouraged to limit the use of the shower and changing areas. Please arrive and leave from the club in pool attire. However, if it is necessary to use the shower and changing areas, please follow these guidelines –
 - a. No more than one person should be using the shower or changing area at one time. Please wait outside the restroom until it is unoccupied.
 - b. Foot coverings and face coverings are required at ALL times when using the restroom, shower, or changing area.
 - c.

Face Masks, Gloves, and Social Distancing Strategies

1. Face Masks and Gloves
 - a. Staff and patrons are encouraged to wear a cloth face covering while not in the pool when social distancing of 6 feet cannot be maintained. This would include while moving about within the club, when entering or exiting the club, and when using the restroom
 - i. Cloth face covering should not be put on children under the age of 2
 - ii. Face coverings are not to be used in the water at any time
 - iii. Lifeguard shall not wear a face covering while on active duty. However, lifeguards or staff that are moving about the club or at the desk should wear a cloth face covering
 - b. Members and guests are encouraged to use face masks when casually using the playground.
2. Handwashing
 - a. Proper and frequent handwashing is required for all staff and strongly recommended for patrons. Examples of when to wash hands include after using restroom, after exiting a pool, after using the playground, and in between chair rotations.
3. Social Distancing
 - a. Patrons should maintain 6 ft. distancing while in the water unless the individual needs assistance in order to swim and excluding immediate family members. Please be aware that the black lane markers are approximately 11 feet apart and can be used as visual cues.
 - b. Baby Pool
 - i. The Baby Pool is reserved for the use of children unable to stand in the shallow end of the main pool and keep their head above water
 - ii. Children must be accompanied by parents or guardians over the age of 18 at all times while they are in the Baby Pool area
 - iii. The baby pool area is not monitored by lifeguards or club staff. It is the responsibility of parents or guardians to monitor and maintain proper social distancing while in the Baby Pool area.
 - c. Main Pool
 - i. Social distancing while in the main pool is encouraged unless the individual needs assistance in order to swim, except immediate family members, caretakers, household members, or romantic partners. Please be respectful of other swimmers.
 - ii. It is impossible for the club staff to know the immediate family members, caretakers, household members, or romantic partners of each swimmer. Therefore, it is the responsibility of each patron to monitor the social distancing of each person in their party. If a swimmer has an issue with another swimmer not respecting their social distancing repeatedly then please bring that to the attention of the front desk attendant.
 - iii. The lane lines that are in the pool provide visual reminders of distance and are approximately 11 feet apart
 - d. Dive Well

- i. There are spots marked by the pump house to show 6 ft distances for those waiting to use the dive well
- e. Playground
 - i. Members and guests are encouraged to maintain social distance while using the playground and only pursue group activities such as gaga ball with members of their own household
- f. Seating areas
 - i. We will retain the limited seating plan that we followed in 2020. Members and guests are encouraged to bring personal chairs or blankets. There are socially distanced family group areas that are marked on the lawn by the flagpole. Please maintain 6 ft of distance between seating areas.
 - ii. Shared seating and tables are arranged at 6 ft distances and should be used by individual family groups. If a family group is larger than two people then they should utilize multiple seating groups and use the space between them.
 - iii. Patrons are also encouraged to use the seating on the upper deck and are welcome to use the grassy areas outside the fence, but should avoid setting up tables or chairs outside the restrooms to allow for social distancing while accessing the restrooms.
 - iv. Patrons should make every effort to maintain social distancing while walking around the club by remaining in main walkways and not cutting between chairs. Parents/guardians are responsible for reminding their children to maintain social distancing.

Communication Plan

1. Raccoon Valley Swim Club will be communicating COVID-19 related information through the following channels. Members and patrons are encouraged to monitor all channels for the latest information –
 - a. Signage at the club
 - b. Mail Chimp e-mails to members including our weekly newsletter
 - c. Remind app messaging for urgent messages regarding access to the club
 - d. Facebook posts on the RVSC page for public information
 - e. Website updates for more permanent changes and information regarding the club in general.
2. The following signs have been posted in the entrance hallway to the club. All members should thoroughly read all postings –
 - a. Face covering guidance –
 - i. Face coverings are strongly encouraged
 - ii. Face coverings should not be worn in the water (increases the risk of drowning)
 - b. Hand washing guidance (also at all handsinks) that hands should be washed frequently with soap and water
 - c. Hand Sanitizer that is at least 60% should be used if soap and water are not available
 - d. Do not touch your face with unwashed hands
 - e. Stay Home if you are sick
 - f. Practice social distancing and avoid large gatherings

- g. How to help prevent the spread of COVID-19
 - h. COVID-19 Facts
 - i. COVID-19 Symptoms
3. Members are encouraged to discuss this plan and social distancing concepts with their children and guests in order to ensure they understand. Children are responsible for following this plan in accordance with the rules and regulations of Raccoon Valley Swim Club –
- a. Children under the age of 12 shall not be left at the pool without adult or parental designated supervision.
 - b. Children age 12 and over, who can pass the prescribed test of swimming ability, may be left at the pool. It is the parent's responsibility to be sure their child is aware of the rules of the pool. The manager will adhere to the following procedures regarding disruptive children:
 - i. First infraction – notify parents.
 - ii. Second infraction – Child not permitted at the pool without ADULT supervision.
 - iii. Parental designated supervision (older sibling, nanny, etc.) shall have a minimum age of fourteen (14).

Food Service

1. The snack bar will be open as it has in the past. Cash will not be accepted at the snack bar. Members may purchase snack bar punch cards at www.rvsc.org/snack-bar for snack bar purchases.
2. All patrons and staff members must wear face coverings while using the snack bar

Emergency Evacuation Procedures

1. Emergency Evacuation Procedures remain the same – to exit to the parking lot. If an evacuation is required, please ensure that social distancing is followed while in the parking lot.