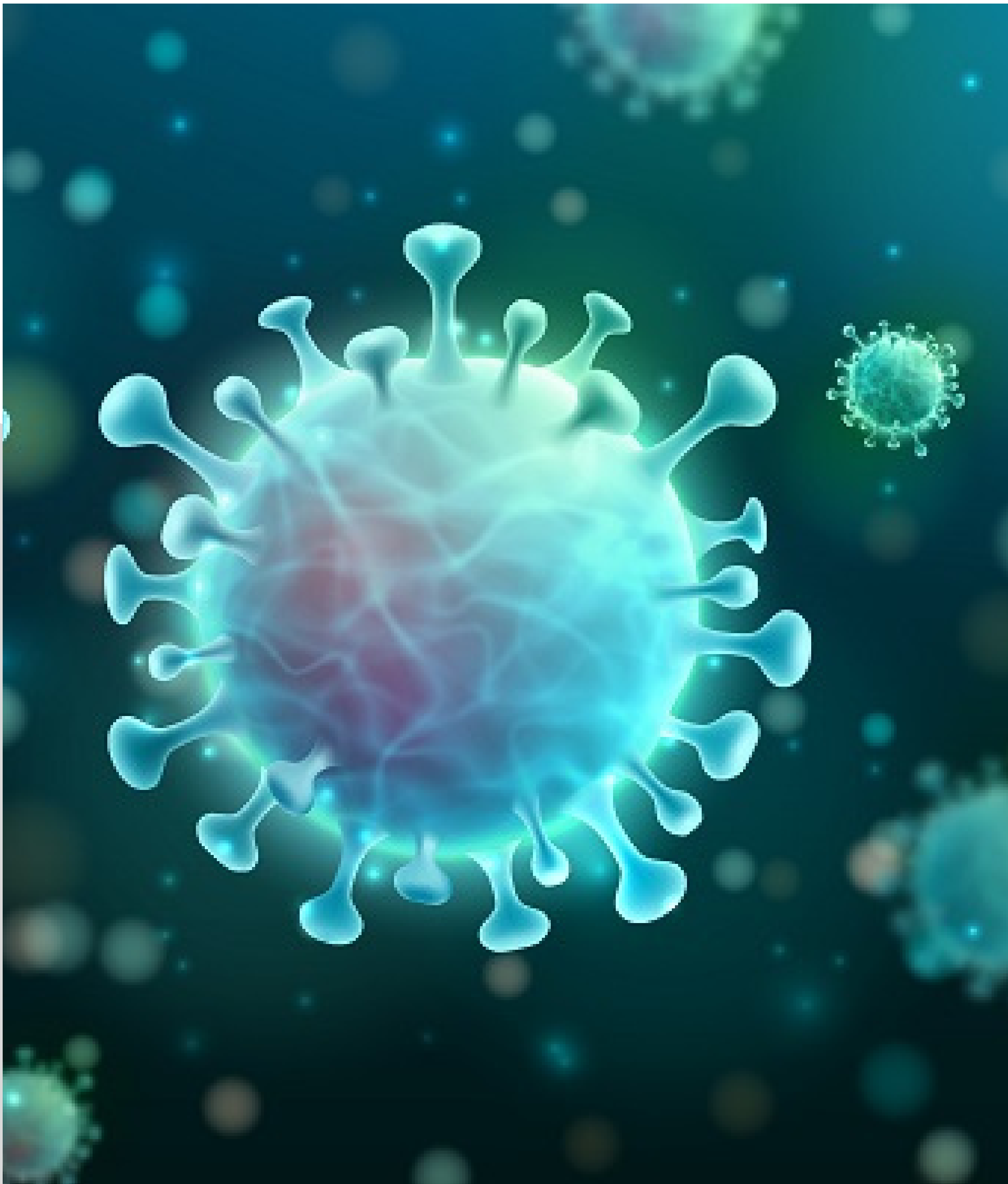


# LITTLE FISHES SWIMMING SCHOOL

## COVID-19 Standard Operating Procedures



# **PURPOSE OF THIS DOCUMENT:**

SOP for the containment and management of COVID19 at Little Fishes Swimming School

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The Standard Operating Procedure for the Prevention, Containment and Management of COVID-19 in our swimming school provides guidelines on the approved steps that must be taken to prevent the spread of, and manage cases of COVID-19 within our sector.

The objectives of the SOP are:

To prevent the spread of COVID-19 among teachers, swimmers, support staff and parents

This SOP applies to:

- Little Fishes Staff
- Little Fishes Swimmers and Parents
- Any personnel who entering the premises

# RESPONDING TO COVID-19:

## SOP for the containment and management of COVID19 at Little Fishes Swimming School

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COVID-19 is a respiratory disease caused by a new virus, and we are learning more about this virus, every day. At present, there is no vaccine available to protect against COVID-19. Thus, the best way to prevent infection is to avoid exposure to the virus.

Preventing transmission of the virus through everyday practices is the best way to keep people healthy. Schools, working together with local health departments, play an important role in slowing the spread of diseases, to ensure that learners and educators have safe and healthy learning and working environments.

Our swimming school plays an momentous role in the efforts to control the spread of COVID-19. We have, therefore taken steps to communicate information about the virus and it's possible effects within the swimming school community.

# GENERAL PREVENTATIVE MEASURES:

## SOP for the containment and management of COVID19 at Little Fishes Swimming School

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- The new entrance will be on the right of the main entrance (this will be indicated with clear signage)
- All swimmers and parents will be required to sanitize their hands upon arrival, by applying the correct sanitizing methods
- Any person entering the property will be required to complete an access questionnaire
- Non-touch temperature screening will be done on both swimmer and parent (if the temperature reading is more than 37.5 degrees, access into the pool area will be denied)
- Only one adult per swimmer, no additional spectators
- Sanitizing entry trays will be available on arrival. All persons entering the property will be required to sanitise the bottom of their shoes
- Limited amount of seating area will be placed around pool area, following social distancing regulations

# GENERAL PREVENTATIVE MEASURES:

## SOP for the containment and management of COVID19 at Little Fishes Swimming School

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- Face masks are compulsory for both adults and children over the age of 2years, please ensure mask covers nose and mouth
- Please limit the amount of luggage into the pool area
- Stringent cleaning protocols have been put into place
- Cleaning before, between and after lessons will be implemented using 70% alcohol-based products
- All frequently touched surfaces, counters, door handles and chairs will all be sanitized and wiped down throughout the day
- A reception screen has been installed to minimise transition.
- All items bought from the Little Fishes Café including the coffee machine will be sanitized before
- Chlorine levels will be maintained at 2 PPM. Pool chlorine will be monitored and checked daily to ensure effective sanitation

# GENERAL PREVENTATIVE MEASURES:

## SOP for the containment and management of COVID19 at Little Fishes Swimming School

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- Before each class, an alarm will be heard and instructors at this point will disinfect their station with 70% alcohol based sanitizer
- Instructors swim stations will be carefully positioned around the pool to encourage social distancing
- Instructors will wear new swimming attire each day and face shields will be sanitized each day
- In line with the Child Protection Act, instructors will adopt a hands free teaching method where possible
- Each swim class will receive a sterilised set of swimming equipment – there will be no sharing of toys
- The LEGO table in the pool area has been removed to discourage interaction and sharing of these toy pieces
- The outside play area will be out of bound until further notice
- Individuals not obeying to the safety and preventative measures stated will not be allowed to into the swim school premises

# FOR THE SWIMMERS:

## SOP for the containment and management of COVID19 at Little Fishes Swimming School

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- Swimmers are to arrive in their costumes, with their swimming cap and goggles on
- Swimmers are asked to use the bathroom before arriving for their swimming lesson
- No lending for swimming attire. Swimmers to bring their own cap and goggles
- Limited use of change rooms unless absolutely needed. No showering will be allowed
- Swimmers are asked to leave the pool area with a beanie, boots, a towel and a swimming gown as we are in the winter season
- Twice a week swimmers are required to wear a clean costume and a towel for every lesson
- Swimmers with pre-existing medical conditions are asked not to attend their swimming lessons
- Swimmers are to approach their teacher by themselves

# FOR THE PARENTS:

## SOP for the containment and management of COVID19 at Little Fishes Swimming School

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- If the parent can drop and go, that would be ideal to limit the personnel within the pool area (especially our squad swimmers)
- To advise and message the reception if the child is not well or showing flu-like symptoms
- A 5 minute rule to be implemented for parents to arrive before and leave after lessons (this will be extended for Baby Fishes)
- Parents to minimize contact with each other within the pool area
- Parents to encourage our swimmers to take Vitamin B and C as this will help keep their immune systems strong
- Parents are asked to cooperate with the swimming school and procedures put in place
- Parents to encourage good hygiene (please teach children to cough or sneeze into their elbow)
- Please ensure parent/caregivers talk to their children and prepare them for the new methods of teaching



# OUR PROTOCOLS:

SOP for the containment and management of COVID19 at Little Fishes Swimming School

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# OUR PROTOCOLS:

## SOP for the containment and management of COVID19 at Little Fishes Swimming School

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LITTLE FISHES STAFF WILL NOT USE  
PUBLIC TRANSPORT



METICULOUS CLEANING PROTOCOLS



HAND SANITIZERS ARE AT THE  
ENTRANCE AND AROUND POOL DECK



SWIMMERS WILL NOT BE ALLOWED TO  
UTILIZE CHANGE ROOMS AND SHOWERS



**A HUGE THANK YOU TO ALL OF OUR  
PARENTS AND SWIMMERS FOR THEIR  
CONTINUOUS AND AMAZING SUPPORT!**

It has been a rather difficult time that the country has found itself in, however this is something that was unforeseen and completely beyond our control.

At Little Fishes Swimming School, we do remain positive that the implications our President, Cyril Ramaphosa has put in place will be for the greater good of our country.

We want to assure you that we have put these strict protocols and rules in place to ensure that we manage, contain and protect everyone who enters the Little Fishes swimming school from COVID-19.

*Yours truly,*

JONATHAN AND KATE WOOD