



SOUTHBOURNE

SurfLifeSavingClub

(Founded 1986)

Covid-19

Operating Procedure



Overview:

This Covid-19 Operating Procedure is intended for use by all trainers and coaches of Southbourne Surf Lifesaving Club and supersedes existing club operating procedures during the period of the Covid-19 pandemic.

The SLSGB National Safety Guidance must be followed for all Club training activity and is the overarching Club activity safety requirement.

All trainers and coaches are required to read and understand this document alongside the existing club Safeguarding Policy.

Trainers and coaches should sign the declaration in this document to acknowledge they have read and understood the policy and procedure.

All trainers and coaches are expected to follow the SLSGB Coaching & Training Safety toolkit at every training session, to make use of forms and templates within it and to adhere to local requirements as decided by the SSLC committee.

This document is will be subject to review in line with any emerging and updated government and SLSGB guidance.

Covid-19

The coronaviruses are a group of viruses that are common worldwide. Whilst some members of this group of viruses cause mild flu like symptoms, some result in more severe disease which can result in death. The coronavirus responsible for the current global pandemic is SARS-CoV-2. If infected with this strain it results in the disease COVID-19. The typical symptoms of infection include fever, new continuous cough and loss of the sense of smell. In some people they will have very few if any



symptoms, in others the illness may progress to severe pneumonia causing shortness of breath and breathing difficulties which may require hospital admission and intensive care. (1)

Generally, coronavirus can cause more severe symptoms in people with weakened immune systems, the elderly, those with long-term medical conditions such as diabetes, cancer and chronic lung disease.

The Coronavirus strain SARS-CoV-2 is now widespread in many countries, including the UK and Ireland, with transmission being controlled with social distancing measures and diligence to cleaning regimes.

For ease of reading throughout this document the virus and disease it causes will be abbreviated to "C-19".

How it can spread

The two 2 most common ways people could become infected are:

- **Respiratory droplets:** Respiratory droplets are generated as an infected person's breath passes over the moist infected surfaces inside the mouth, nose, throat and lungs. These can be directly transferred into the mouth or nose of people who are nearby (within 2 metres) or possibly inhaled into the lungs. Respiratory droplets generated during coughing or sneezing are projected much further from the infected patient. In some cases this can be several metres.
- **Contact:** It is possible that someone may become infected by touching a person, a surface or object that has been contaminated by respiratory droplets. Then subsequently touching their own mouth, nose or eyes. (e.g. shaking hands or touching door knobs then touching own face).

In addition, there are certain procedures where the clinical intervention generates aerosols. These Aerosol Generating Procedures (AGP's) occur when higher concentration of infected respiratory aerosols are produced compared to coughing and sneezing. Such procedures include (but not limited



to) bag-valve-mask ventilation, insertion of supraglottic airway devices, pocket mask ventilation, expired air ventilation and tracheal intubation.

The likelihood of being infected by a person who has the virus is related to:

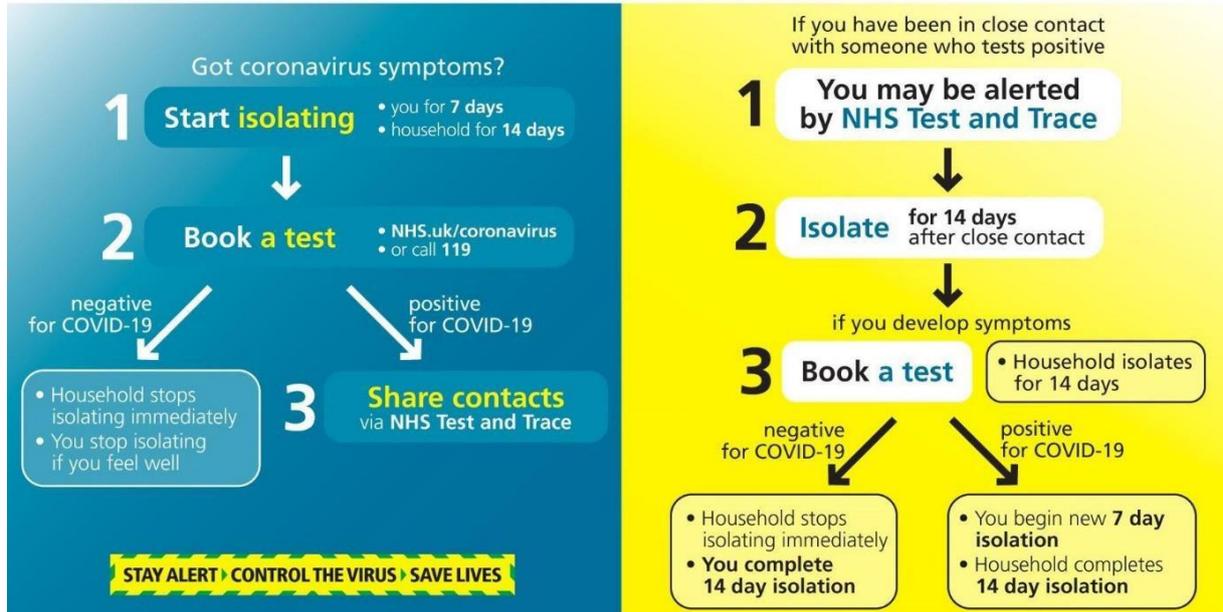
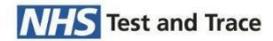
- How much virus they are releasing to the outside world (how sick they are)
- How close you are to the infected person
- How long you spend in close proximity to the infected person
- The ventilation in the area that person is in. (Outside on a windy day will a significantly reduced risk compared to a small confined space with no ventilation).
- Appropriate use of PPE and hand washing.

C-19 Symptoms

The main symptoms of C-19 are:

- A high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature).
- A new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual).
- A loss or changed sense of normal smell or taste (anosmia)
- It may be a person has some, all or even none of the above. It is now recognised that a large number of those who have had the C19 are asymptomatic.

If you suspect you have C-19 the following advice below by UK Government is to self-isolate, even if they are mild symptoms.



Government Threat Levels

The UK Government have assigned 5 threat levels to the UK which may be used nationally, regionally, or locally.

SSLSC can operate only when the threat Level is deemed to be safe, but generally, during Level 3 and below. Where a local/national lockdown is in place all club activities will be suspended

Coronavirus alert levels in UK

Stage of outbreak		Measures in place
Risk of healthcare services being overwhelmed	5	Lockdown begins
Transmission is high or rising exponentially	4	Social distancing continues
Virus is in general circulation	3	Gradual relaxation of restrictions
Number of cases and transmission is low	2	Minimal social distancing, enhanced tracing
Covid-19 no longer present in UK	1	Routine international monitoring



Local Covid Alert Levels

On the 12th October, the government introduced new local Covid alert levels that set out information for local authorities, residents and workers about what to do and how to manage the outbreak in their area. Local COVID alert levels are sometimes called ‘tiers’ or known as a ‘local lockdown’.

The government is committed to ensuring the right levels of intervention in the right places to manage outbreaks. Working with local authorities through the [contain framework](#), the approach has been simplified so that there are now 3 local COVID alert levels.



VERY HIGH
HIGH
MEDIUM

HM Government NHS

LOCAL COVID ALERT LEVEL

MEDIUM

Social Contact Rule of six indoors and outdoors, in all settings.	Weddings and Funerals Up to 15 guests for weddings and up to 30 guests for funerals. 15 for receptions, wakes and related ceremonies.	Overnight Stays Overnight stays permitted subject to social contact rules.	Working from home guidance Work from home where possible.
Shopping and Retail Open.	Leisure and gyms Open.	Hospitality Open with some restrictions including 10pm closing time and table-service only.	Entertainment and tourist attractions Open, except nightclubs and adult entertainment.
Education Schools, FE colleges open. Universities must reflect wider restrictions.	Healthcare Services Open.	Residential Care Open to external visitors with additional precautions, subject to individual care provider guidance.	Travel and Transport No travel restrictions within area. Avoid travel into Local COVID Alert Level Very High areas where possible.
Sporting Activity Organised sport / licensed physical activity allowed in outdoor settings. Indoor organised sport must follow social contact rules (other than youth or disabled sport).	Worship Open, subject to social contact rules.	Childcare Registered and wraparound childcare open. Supervised activities permitted in private homes. Children's groups permitted.	Youth Clubs and Activities Permitted.

There are three simple actions we must all do to keep on protecting each other:

- Wash hands**
keep washing your hands regularly
- Cover face**
wear a face covering in enclosed spaces
- Make space**
stay at least 2 metres apart - or 1 metre with a face covering or other precautions

For more information and detailed guidance visit:
gov.uk/coronavirus

Sport and physical activity (Medium Level)

In line with [guidelines from national sporting bodies](#), you can take part in sport and physical activity outdoors.



Organised indoor sport and indoor exercise classes are only permitted indoors if it is possible for people to avoid mixing in a group of more than 6 (or with people they live with or share a support bubble with). There are exceptions to enable disability and youth sport and physical activity indoors, in any number.

You should follow the guidance on:

- the return of [recreational team sport](#)
- [the return of outdoor sport and recreation in England](#)



VERY HIGH
HIGH
MEDIUM

HM Government NHS

LOCAL COVID ALERT LEVEL

HIGH

Social Contact 1 household / bubble indoors. Rule of six outdoors.	Weddings and Funerals Up to 15 guests for weddings and up to 30 guests for funerals. 15 for receptions, wakes and related ceremonies.	Overnight Stays Overnight stays permitted subject to social contact rules.	Working from home guidance Work from home where possible.
Shopping and Retail Open.	Leisure and gyms Open.	Hospitality Open with some restrictions including 10pm closing time and table-service only.	Entertainment and tourist attractions Open, except nightclubs and adult entertainment.
Education Schools, FE colleges open. Universities must reflect wider restrictions.	Healthcare Services Open.	Residential Care Closed to external visitors other than in exceptional circumstances.	Travel and Transport May continue to travel to open venues, but reduce number of journeys where possible. Avoid travel into Local COVID Alert Level Very High areas where possible.
Sporting Activity Organised sport / licensed physical activity allowed in outdoor settings. Indoor organised sport must follow social contact rules (other than youth or disabled sport).	Worship Open, subject to social contact rules.	Childcare Registered and wraparound childcare. Supervised activities permitted in private homes. Children's groups permitted. Childcare bubbles for under 14s.	Youth Clubs and Activities Permitted.

There are three simple actions we must all do to keep on protecting each other:

- Wash hands**
keep washing your hands regularly
- Cover face**
wear a face covering in enclosed spaces
- Make space**
stay at least 2 metres apart - or 1 metre with a face covering or other precautions

For more information and detailed guidance visit:
[gov.uk/coronavirus](https://www.gov.uk/coronavirus)

Sport and physical activity (High Level)

In line with [guidelines from national sporting bodies](#), you can take part in sport and physical activity outdoors.



Organised indoor exercise classes are only permitted if it is possible for people to avoid mixing in with people you do not live with or share a support bubble with). There are exceptions to enable disability and youth sport and physical activity indoors, in any number.

You should follow the guidance on:

- the return of [recreational team sport](#)
- [the return of outdoor sport and recreation in England](#)



VERY HIGH

HM Government **NHS**

LOCAL COVID ALERT LEVEL

VERY HIGH

Social Contact
1 household / bubble in most locations, indoors and outdoors. Rule of six applies in some outdoors settings like parks, public gardens and sports courts.

Weddings and Funerals
Up to 15 guests for weddings and up to 30 guests for funerals. 15 for wakes and related ceremonies. Wedding receptions not permitted.

Overnight Stays
Those in area advised against overnight stays in other parts of UK. People outside area advised against overnight stays in area.

Working from home guidance
Work from home where possible.

Shopping and Retail
Open.

Leisure and gyms
Any closures or additional restrictions subject to consultation.

Hospitality
Pubs and bars must close except where they operate as a restaurant, meaning they can only serve alcohol with a substantial meal. Further closures subject to consultation.

Entertainment and tourist attractions
Any closures / additional restrictions subject to consultation. Nightclubs and adult entertainment remain closed.

Education
Schools, FE colleges open. Universities must reflect wider restrictions with option to move to greater online provision.

Healthcare Services
Open.

Residential Care
Closed to external visitors other than in exceptional circumstances.

Travel and Transport
May continue to travel to open venues, but reduce number of journeys where possible. Avoid travel where possible in or out of the affected area with exceptions including work and school.

Sporting Activity
Organised sport / licensed physical activity allowed in outdoor settings. Indoor organised sport must follow social contact rules (other than youth or disabled sport).

Worship
Open, subject to social contact rules.

Childcare
Registered and wraparound childcare. Supervised activities permitted in private homes. Children's groups permitted. Childcare bubbles for under 14s.

Youth Clubs and Activities
Permitted.

There are three simple actions we must all do to keep on protecting each other:

- Wash hands** keep washing your hands regularly
- Cover face** wear a face covering in enclosed spaces
- Make space** stay at least 2 metres apart - or 1 metre with a face covering or other precautions

For more information and detailed guidance visit:
gov.uk/coronavirus

Sport and physical activity (Very High Level)

Additional restrictions may apply depending on discussions between central and local government. [Find out what additional measures apply in your area](#)



In line with [guidelines](#) from national sporting bodies, you can take part in sport and physical activity outdoors.

Organised exercise classes are only permitted indoors if it is possible for people to avoid mixing in with people you do not live with or share a support bubble with. There are exceptions to enable disability and youth sport and physical activity indoors, in any number.

You should follow the guidance on:

- the return of [recreational team sport](#)
- [the return of outdoor sport and recreation in England](#)

SSLSC Activities during C-19

For the immediate term (until end of September) the club will focus all its energy on maintaining the physical and mental fitness of its members by providing access to regular sports training sessions and lifeguard theory education.

All IRB activity is suspended until further notice.

All patrol-based activity is suspended until further notice.

All activity will take place in an open environment on the beach (ie. No indoor activity excluding indoor swimming)

Indoor swimming activity will be facilitated in line with the operating guidance of the swimming pool proprietors and will also adhere to C-19 safety principles outlined by Swim England.

The Club House will remain closed pending any updated guidance and changes to current social distancing requirements.

The equipment garage will be opened under strict operating guidelines as outlined further below in this policy document.

Training Procedure

Club Hut:

- PLEASE NOTE the club hut is OUT OF BOUNDS.
- Only Gear Stewards or Committee Members are to open the clubhouse to gain access to the equipment store/garage. The front door to the club hut should remain locked whenever possible.
- No personnel belongings are to be kept or stored in the building.



Beach/Outdoor Training:

- As an organised sport, the club will allow beach/outdoor training to be undertaken in bubbles of up to a maximum of 12 people. The 12 will include trainers and any other persons required for safety cover (eg. Where water-based activities are to be undertaken).
- A priority booking system will be used introduced as a means of ensuring all members are allocated to a bubble prior to any training session and maximum numbers are controlled. Members and parents of nippers/youth sections will be required to confirm planned attendance at a training session alongside a response to 3 designated questions:
 1. Have I had flu like symptoms in the last 7 days?
 2. Does any of my household have flu like symptoms?
 3. Have I been in close contact with anyone in the last 14 days that displayed flu like symptoms?
- Where any of these questions are answered yes, the respective member will not be able to participate in training activity.
- Dedicated areas of the beach identified through use of coloured flags will be allocated for each bubble and members notified prior to the training session to avoid congregation of members in any one location.
- Each training bubble will have an identified Level 2 Coach or a Trainer Assessor appointed to manage C-19 risks and processes for that session.
- The training lead will produce a risk assessment for the planned session that takes account of risks related to the activity and C-19.
- An electronic attendance register for each training activity will be completed to support test and trace requirements should they be needed.
- The training lead will commence each session by confirming bubbles members negative response to the 3 key questions:
 1. Have I had flu like symptoms in the last 7 days?
 2. Does any of my household have flu like symptoms?
 3. Have I been in close contact with anyone in the last 14 days that displayed flu like symptoms?
- All in water sessions that require Lifeguard/Lifesaver safety cover will require a C-19 update to be undertaken by the Lifeguards/Lifesavers that will be provided via a designated trainer assessor who has completed the required online SLSGB C-19 training module.
- All beach training will comply with requirements as outlined within the SLSGB National Safety Guidance - <https://www.sls.gb.org.uk/wp-content/uploads/2017/08/National-Safety-Guide-Training-and-Coaching.pdf>
- IF NO COACH IS AVAILABLE to lead a bubble that bubble will not be able to train as part of the club's activity.

Access to Beach/Outdoor Training Equipment

Collecting Kit:



- Members will congregate in their designated bubbles at the pre-determined location on the beach away from the club / equipment store.
- Maintaining 2 metres distance at all times, 2 designated gear stewards for the training session will lay out the required training equipment within a designated collection/decontamination area - area immediately behind the RNLI lifeguard tower.
- When instructed to collect equipment each bubble will proceed to the collection area to acquire their allocated equipment for the training activity. Bubble members will only touch their designated item which will be numbered and used by them solely for that session.
- Once a bubble participant has collected their kit, they will take it back to the designated training area and wait for the rest of their bubble to congregate (maintaining 2m distance). Members must NOT ENTER THE WATER until the bubble regroups and the training lead instructs members to do so.

Returning Kit:

- Bubbles will re-group at their designated area on the beach. When asked to do the bubble will move to the collection/decontamination area behind the RNLI lifeguard tower.
- When signalled one at a time, each member will proceed with their equipment to the decontamination area and leave their equipment for cleaning and return to their designated area of the beach to await the rest of the bubble to return.
- Staggered collection / return of club equipment will be implemented to minimise risks of any cross bubble contamination.
- Equipment will be cleaned using approved detergent / cleaning agents and returned to the equipment store by the designated gear stewards for the training activity. Gear stewards will wear sterile gloves and maintain 2m social distancing at all times.
- Once all equipment has been cleaned and placed back in the equipment store, gear stewards will place stands, wind breaks etc. back in the garage and wipe all handles, touch points, etc. with Heavy Duty Disinfectant Wipes.



Key:



Kit Collection area



Kit Decontamination / Cleaning Area

Swimming Pool / Indoor Training:

- As an organised sport, SSLSC will adhere to guidelines set out by Swim England, the national body for swimming in England.
- Procedures for use of the pool will also comply and adhere to those specified by the proprietors of the swimming pool.
- Use of a digital booking system is mandatory with members advised they are unable to train without a booked ticket. Trainers and participants are required to register for a ticket for each session they plan to attend.
- The booking system requires all participants and trainers a negative response to 3 designated questions:
 - Have I had flu like symptoms in the last 7 days?
 - Does any of my household have flu like symptoms?
 - Have I been in close contact with anyone in the last 14 days that displayed flu like symptoms?
- An electronic register of attendees will be maintained for each swim training session to support NHS Track and Trace.
- All participants will be expected to arrive 'ready to swim' – all changing rooms will be closed to minimise risk of infection.
- There will be no access to showers or changing facilities at the end of the session and members will be expected to leave in their swim gear with the aid of appropriate towelling / robes.



- No spectators are allowed on pool side – parents of nippers/youth will need to drop off children to the entrance of the pool. No loitering around the entrance to the pool is allowed and social distancing must be maintained.
- A one-way system of entry and exit will be in place for all swimming pool training sessions.
- All participants will be allocated a numbered swimming lane (bubble) for the duration of winter pool training.
- Bubbles will be kept to a maximum of **6 people per swimming lane** in accordance with national guidelines.
- Lanes 1 & 3 will be coached from the deep end. Lanes 2 & 4 will be coached from the shallow end in order to ensure minimal risk of bubble contamination. There will be 2 coaches present at each session including at least one Level 2 coach and one Lifeguard/Lifesaver (can be the same person).
- Within each lane bubble, swimmers will maintain 2m social distancing by spacing out on either side of the lane. This includes when waiting at the ends of the lane for instruction. Lanes 1 & 3 will have to tread water using pool sides and ropes for support.
- Any equipment used will be washed before and after use (in the pool – chlorine is an effective disinfectant) – members are encouraged to bring their own equipment where possible.
- At the end of each swimming session, swimmers will leave the pool in a coordinated manner when directed one lane at a time.

Responding to Changes in Local Alert Level

- **Medium Risk Threat Level:**
 - Outdoor training permitted in SSLGB national guidance and SSLSC Covid Operating Policy
 - Indoor pool training permitted in accordance SSLSC Covid Operating Policy (aligned to Swim England national guidance)
- **High Risk Threat Level:**
 - Outdoor training permitted in SSLGB national guidance and SSLSC Covid Operating Policy with the following changes – bubble size reduced to 6 participants
 - Indoor pool training permitted in accordance SSLSC Covid Operating Policy (aligned to Swim England national guidance)
- **Very High-Risk Threat Level:**
 - Outdoor training permitted in SSLGB national guidance and SSLSC Covid Operating Policy with the following changes – bubble size reduced to 6 participants
 - Indoor pool training
 - Aged 18+ sessions suspended
 - Nipper and Youth sessions permitted in accordance with SSLSC Covid Operating Policy (aligned to Swim England national guidance)



SSLSC Covid-19 Operating Policy & Procedure

