



## Framework for Return to Artistic Swimming Activity in Ontario: Version 7 (2021-22 Programming & Competitions)

December 13, 2021

## Table of Contents

<b>1. LEGAL DISCLAIMER REVISED</b>	<b>4</b>
<b>2. INTRODUCTION REVISED</b>	<b>5</b>
WHO TO CONTACT?	6
REVISIONS	6
DEFINITIONS	6
<b>3. STEP 3 OF THE ROADMAP TO REOPEN OVERVIEW</b>	<b>8</b>
WHAT YOU NEED TO KNOW	8
<b>4. REQUIREMENTS FOR THE 2021-22 SEASON</b>	<b>8</b>
<b>5. COMPETITION PROTOCOLS NEW</b>	<b>10</b>
<b>6. OUT OF COUNTRY TRAVEL NEW</b>	<b>10</b>
<b>7. INDIVIDUAL HEALTH</b>	<b>10</b>
SCREENING	10
YOUNGER PARTICIPANTS (UNDER 18 YEARS OF AGE)	11
RESOURCES	11
<b>8. PROTOCOLS FOR SETTING UP A SAFE TRAINING AND COMPETITION ENVIRONMENT REVISED</b>	<b>11</b>
KEY PRINCIPLES	12
ATTENDANCE REPORTING PROTOCOLS	12
CHANGE ROOMS REVISED	12
COVID ALERT APP	12
EQUIPMENT CLEANING	13
FIRST AID	13
GATHERING SIZE	13
"GET IN, TRAIN (OR COMPETE) AND GET OUT" REVISED	14
HEALTH AND SAFETY BIN	14
HYGIENE	14
IN-WATER SUPPORT	15
MASKS REVISED	15
PHYSICAL DISTANCING	16
SAFE SPORT	16
VACCINATION REVISED	16
<b>9. COMMUNICATION</b>	<b>16</b>
<b>10. PROTOCOL FOR A CONFIRMED CASE OF COVID-19 REVISED</b>	<b>17</b>
IF SOMEONE DEVELOPS COVID-19 SYMPTOMS WHILE TRAINING OR IN COMPETITION	18
RETURN TO TRAINING AFTER HAVING COVID-19	19
<b>11. GOVERNANCE</b>	<b>19</b>
<b>12. APPENDICES REVISED</b>	<b>20</b>
APPENDIX 1: COVID-19 RESPONSE COORDINATOR ROLES & RESPONSIBILITIES	20
APPENDIX 2: DAILY SELF-ASSESSMENT ATTESTATION TEMPLATE REVISED	22



APPENDIX 3: FACILITY READINESS EVALUATION CHECKLIST TEMPLATE REVISED .....	24
APPENDIX 4: EMERGENCY ACTION PLAN TEMPLATE.....	26
APPENDIX 5: INTRODUCTION OF PHASES OF PROGRAMMING BASED ON GOVERNMENT GUIDANCE .....	30
<i>Phases of Programming</i> .....	30
<i>Phase A: Virtual Programming</i> .....	30
<i>Phase B: Outdoor Programming with Physical Distance</i> .....	31
<i>Phase C: Indoor Programming with Physical Distance</i> .....	32
APPENDIX 6: EXAMPLE PHYSICAL DISTANCE POOL DIAGRAM .....	34
APPENDIX 7: COACH ZONE DIAGRAM <b>NEW</b> .....	35



## 1. Legal Disclaimer **REVISED**

Ontario Artistic Swimming (OAS) has prepared this document based on the latest information available to date from third-party sources, including the World Health Organization, Government of Canada, Government of Ontario, and Canada Artistic Swimming (CAS). The document will be updated periodically as the situation evolves and more information becomes available.

This document is meant to provide information and guidance as to best practices based on current information available. It also outlines requirements that Organizations must adhere to in order to have artistic swimming activities, programs, and services sanctioned by OAS.

This document is not intended to provide legal advice, or to establish a contractual obligation on the part of OAS.

OAS and its Affiliated Organizations (e.g., clubs) are responsible assessing the risks in their particular environment and establishing the appropriate safety procedures to minimize those risks, while following the advice and instructions of public health and government authorities and facility operators.

Additionally, it is an Individual's responsibility to assess their personal risks in connection with participating in artistic swimming activity in consultation with medical professionals, and for the outcome of their decisions and actions.

**Where there is a discrepancy between public health, government, facility requirements, or the most current version of the OAS Framework for Return to Artistic Swimming Activity including any competition event specific protocols, the stricter of the two will be the protocol that must be observed.**

Should an Organization or Individual choose to discount, or circumvent, public health, government, facility, CAS, or OAS guidelines, such action will result in the suspension of a sanction for artistic swimming activities, programs, or services, and disciplinary action.

## 2. Introduction **REVISED**

As we enter the 2021-22 competition season, the health and safety of all participants in our sport continues to be the priority for Ontario Artistic Swimming (OAS). The resumption of sport activity for everyone has been a more complex process than in the past. Our focus at all times, in partnership with our membership, is to assess the risks and establish appropriate safety procedures to minimize those risks, and to keep each other safe from COVID-19. All activity must be carefully managed so that the virus does not spread as a result of any artistic swimming activity. This is a collective responsibility, and all requirements must be considered and managed by all organizers of all activity.

This document is meant to provide information and guidance to clubs, coaches, officials, and the artistic swimming community more generally on best practices based on current information. Government, public health, and facility requirements and regulations should always be adhered to when engaging in any form of training or competition.

Ontario is currently in Step Three of the Roadmap to Reopen and there are no restrictions on physical contact for sports. Routines including face-to-face choreography, connected moves, and lifts can be trained and performed as normal. This is exciting news for all of us after long pool closures forced by lockdown, however we must continue to be prepared for further disruptions to training and competition in 2022. In the event of regional lockdowns, Organizations will follow provincial and municipal public health guidance according to the specific implications for artistic swimming activity in each region and as described in the Phases of Programming set out in the Appendices.

This framework for return to artistic swimming activity applies to any recreational or competitive club or league (including CUASL) that delivers artistic swimming programs in Ontario and is registered with OAS. All OAS members and any club participating in OAS sanctioned competitions or events must ensure they:

- Follow all applicable government, public health, and facility restrictions and regulations
- Comply with Canada Artistic Swimming (CAS) and Ontario Artistic Swimming (OAS) information and guidelines
- Communicate with their members on this OAS Framework for Return to Artistic Swimming Activity including any competition event specific protocols
- Educate coaches to ensure they are aware of the signs and symptoms of COVID-19 and can implement the protocols set out in this document.

OAS would like to thank our coaches, officials, and club executive members, who have been engaged since March 2020, for their dedication and passion. We're not only in this together, but stronger together.

Ruth Belcher  
Chair, Governance & Risk Committee

Mary Dwyer  
Executive Director



## Who to Contact?

OAS is here to support Organizations as they prepare for the start of the 2021-22 season. Specific questions can be directed to the appropriate OAS staff based on topic:

- Safety guidelines, risk management, and general: Mary Dwyer, [mdwyer@ontarioartisticswimming.ca](mailto:mdwyer@ontarioartisticswimming.ca)
- Technical planning: Mary-Jane Ling, [mjling@ontarioartisticswimming.ca](mailto:mjling@ontarioartisticswimming.ca)
- Registration and sanctioning: Sue Marnica-Wall, [smwall@ontarioartisticswimming.ca](mailto:smwall@ontarioartisticswimming.ca). Sue is also the OAS COVID-19 Response Coordinator.

## Revisions

This Framework is based on the latest public information available related to COVID-19 and will be updated periodically as circumstances evolve and more information becomes available.

Revisions will be listed here:

Version 1: June 1, 2020

Version 2: June 22, 2020

Version 3: August 10, 2020

Version 4: October 19, 2020

Version 5: May 18, 2021

Version 6: August 20, 2021

Version 7: December 13, 2021

## Definitions

The following terms have these meanings in this Return to Artistic Swimming Framework:

**Affiliated Organization** – Any recreational or competitive club or league that delivers artistic swimming programs and has fulfilled the requirements of registration as required by CAS or OAS and has paid any associated registration fees to CAS or OAS

**Attestation** – A formal, evidenced declaration from an Individual (or their parent or guardian) that the Individual has followed public health orders and is otherwise healthy

**CAS** – Canada Artistic Swimming

**Close Contact** – Refers to face-to-face contact within 2 metres (6 feet) without use of appropriate personal protective equipment

**Fully vaccinated** – 14+ days after an individual has received their second dose of a two-dose COVID-19 vaccine series or their first dose of a one-dose COVID-19 vaccine series that is approved by Health Canada



**Individuals** – Any organization or individual that has fulfilled the requirements of registration as required by CAS and OAS as well as all individuals engaged in artistic swimming activity with CAS or OAS. A complete list of Registrant categories can be found in the CAS Registration Policy

**OAS** – Ontario Artistic Swimming

**Organization** – The organization to which this Framework applies and includes OAS and its Affiliated Organizations

**Previously Positive Individuals** – Individuals who have had a confirmed case of COVID-19 where the initial positive result was fewer than 90 days ago, and they have been cleared from their initial infection

**PPE** – Personal Protective Equipment

**Sanction** – A sanction is how CAS and OAS provide permission for an Organization to resume artistic swimming activity or programs. To ensure an adequate level of risk mitigation and adherence to return to artistic swimming activity protocols, Organizations are required to apply for sanctioning through a defined process and provide written confirmation that they will comply with all applicable public health, government, facility, CAS, or OAS guidelines, prior to commencing any form of artistic swimming activity. An authorized representative of an Affiliated Organization must apply for sanctioning in order for the OAS insurance coverage to be extended

**Self-isolation** – When a person who is experiencing COVID-19 signs and symptoms stays at home and does not go to work, school, or public places. (WHO)

### 3. Step 3 of the Roadmap to Reopen Overview

Ontario is currently in Step 3 of the Roadmap to Reopen. The current Ontario Government Regulations are available [HERE](#).

#### What You Need to Know

- There are no restrictions on physical contact for sports
- Routines including face-to-face choreography, connected moves, and lifts can be trained and performed as normal
- Deck work practice can continue as normal
- Spotting is permitted for land-based activity and acrobatic movements
- Travel for competition and inter-club activity is permitted subject to an approved sanction request
- In-person social activities are permitted subject to government, public health, and facility requirements and an approved sanction request
- All persons in an **indoor** facility must wear a mask unless engaged in artistic swimming activity. This includes coaches, volunteers, and spectators (with exceptions; please refer to the Ontario Government Regulations for specific details)
- All facilities must post a sign in a conspicuous location visible to the public that states the capacity limits under which the facility is permitted to operate. If this has not already been done by the facility operator, it is the responsibility of the permit holder to post this information
- All **indoor** facilities must operate at 50% of the capacity of the facility, including spectators. Organizations should work with their facility to understand their rules regarding spectator attendance
- The name and contact information for all members of the public must be recorded prior to entering the facility for contact tracing purposes. This includes ALL parents and spectators

### 4. Requirements for the 2021-22 Season

The following measures must be followed by ALL Organizations:

- a. Sanction: All Organizations must seek a sanction from OAS prior to the introduction of any in-person artistic swimming program or activity for the 2021-22 season
- b. Point of Contact: All Organizations delivering sanctioned, in-person artistic swimming programs or activity must appoint a designated COVID-19 RESPONSE COORDINATOR and submit their name to OAS. This appointment must take place prior to the introduction of any artistic swimming program or activity for the 2021-22 season and be in place while any federal or provincial COVID-19 related public health requirements or Emergency Orders are in place



- c. Registered: All Individuals participating in sanctioned artistic swimming programs or activity (virtual or in-person) must be registered, with up-to-date contact information including phone number and email address entered in the CAS online registration system. This ensures participants are insured to take part in any artistic swimming activity
- d. Waivers and Attestation of All Participants: All Organizations delivering sanctioned artistic swimming programs or activity must facilitate the completion and storing of the following documents on the OAS website under [Registration Information and Forms](#)) prior to the resumption of any in-person artistic swimming activity:
  - OAS Declaration of Compliance: COVID-19 by coaches, officials, athletes, and other participants
  - Waiver or Assumption of Risk (minors) agreements by coaches, officials, athletes, and other participants
  - Code of Conduct for Athletes: COVID-19
  - Pre-registration health survey for athletes
  - Participant self-assessment prior to every in-person training session
- e. Facility Readiness Evaluation: All Organizations must assess the facility's readiness against safety measures set out in the Facility Readiness Evaluation Checklist (available in the Appendices below). Organizations must retain a copy of the completed Facility Readiness Evaluation Checklist for their records and may be asked to provide it to OAS
- f. Emergency Action Plans: All Organizations must update their Emergency Action Plans for each facility or training space (available in the Appendices below). In order to do so, Organizations must review and understand any requirements imposed by the facility operator
- g. Attendance: All Organizations delivering sanctioned, in-person artistic swimming programs or activity must record the attendance of all participants at every practice and ensure the records are available to be accessed quickly to ensure efficient contact tracing
- h. Symptoms: Any Individual who is currently experiencing COVID-19 symptoms and FAILS the [Government of Ontario COVID-19 screening](#) or [COVID-19 school screening](#) (for participants younger than 18 years old) must remain home until they receive a negative COVID-19 test result, are cleared by public health, or are diagnosed with another illness
- i. Application of Health Orders: All Organizations and Individuals delivering sanctioned, in-person artistic swimming programs or activity reserve the right to ask any participant exhibiting COVID-19 signs or symptoms to follow public health orders and return home
- j. Reporting: All Organizations delivering sanctioned, in-person artistic swimming programs or activity must report any confirmed case of COVID-19 through the OAS Injury Tracker

- k. Violations: Should an Organization or Individual choose to discount, or circumvent, public health, government, facility, CAS, or OAS guidelines, such action will result in the suspension of a sanction for artistic swimming programs or activity, and disciplinary action.

## 5. Competition Protocols **NEW**

Please refer to the OAS 2021-22 Competition Event Protocols for the organization and management of OAS competitions during the COVID-19 pandemic.

## 6. Out of Country Travel **NEW**

While mandatory quarantine is no longer required for fully vaccinated travelers, all clubs and individuals should be aware that the Government of Canada still has emergency border measures under the *Quarantine Act* in place for fully vaccinated travellers returning from out of country travel. Please see the Government of Canada guidance for [COVID-19 vaccinated travellers entering Canada](#) and the [Coronavirus Disease \(COVID-19\): Awareness Resources](#) fact sheets for the most current information.

Clubs should be aware of these requirements as athletes travelling out of country for sport or personal reasons must follow these guidelines, which could affect their ability to participate in training or a competition event within 14 days following entry into Canada.

## 7. Individual Health

It is the responsibility of all Individuals to undertake their own personal risk assessment and determine whether they are willing and able to return to artistic swimming activity in person. The situation may change over time and Individuals (or their parents or guardians) should be regularly re-assessing the risk, including the risk to their household and also their workplace

Individuals who are at elevated risk for COVID-19 infection, or those who live with someone who is at elevated risk, should take any necessary further precautions to protect themselves and only return to in-person artistic swimming activity when it is right for them to do so.

### Screening

Athletes, coaches, and anyone else who will be part of the artistic swimming training environment must screen for symptoms of COVID-19 every day before attending in-person artistic swimming programs or activity. Please refer to the [Government of Ontario COVID-19 screening](#) or [COVID-19 school screening](#) (for participants younger than 18 years old) for the most recent Government of Ontario guidance on screening. This information should be used as the basis for any daily self-assessment questionnaire developed by clubs for use in the training environment.



Please refer to the Government of Ontario [COVID-19 test and testing location information](#) for guidance on when and where to get a COVID-19 test

- Individuals who experience COVID-19-like symptoms must report their absence and advise the Organization's COVID-19 Response Coordinator if the absence is possibly COVID-19 related
- Any confirmed case of COVID-19 must be reported through the OAS Injury Tracker
- Individuals who experience COVID-19-like symptoms that are related to an existing condition such as seasonal allergies or asthma can continue to attend an in-person artistic swimming program or activity when they are experiencing these symptoms as normal. If they experience any change in symptoms, they should seek assessment by a health-care provider

#### Younger Participants (under 18 years of age)

- The parents or guardians of younger participants must:
  - Sign the Declaration of Compliance – COVID-19 and Assumption of Risk Form providing permission for them to participate in artistic swimming activity
  - Consider carefully whether their child is able to follow directions on social distancing and personal hygiene practices before registering them for artistic swimming activity
  - Assist their younger participant in self-monitoring for symptoms of COVID-19 and completing a COVID-19 self-assessment on training days
  - Report any absence and advise the Organization's COVID-19 Response Coordinator if the absence is possibly COVID-19 related
  - Develop a plan to pick up their child from training promptly if they are presenting with a COVID-19-like symptom while at training.

#### Resources

Public Health Ontario has developed a number of helpful resources that provide general information on the [prevention and management of COVID-19](#). This content is updated as new information becomes available so please refer to the site often for current resources.

## 8. Protocols for Setting Up a Safe Training and Competition Environment

### REVISED

It is the responsibility of all member and participating clubs to review and understand all applicable government, public health, and facility requirements and regulations, and to understand the unique risks and challenges for each physical location. It is important to remember that while mitigation measures can reduce the risk of COVID-19 infections, they cannot completely eliminate the threat.



## Key Principles

Ontario Artistic Swimming (OAS) member and participating clubs must ensure they:

- Follow all applicable government, public health, and facility restrictions and regulations
- Comply with Canada Artistic Swimming (CAS) and OAS Return to Artistic Swimming information and guidelines
- Communicate with their members on this Framework for Return to Artistic Swimming Activity that has been approved in Ontario for the organization and its members and participants
- Educate coaches to ensure they are aware of the signs and symptoms of COVID-19, how the virus can spread, and can implement the protocols set out in this Framework.

## Attendance Reporting Protocols

It is the responsibility of all clubs to record the attendance of all participants at every sanctioned artistic swimming activity

- Attendance records must be available on request at all times
- Attendance records should include, at a minimum, name, contact information (email and phone number), the facility, date, and time of arrival and departure
- Organizations should follow-up with all Individuals and make their best effort to determine the reason for any unplanned absences and whether the absence is due to illness.

## Change Rooms REVISED

- Anyone entering a change room should follow guidance in relation to physical distancing, limiting contact with surfaces, and hygiene best practices
- Participants should not congregate in change rooms and activities such as team meetings should be held elsewhere (e.g., outside, in another room, in the Club Zone while at competition, or using video conferencing)
- The consumption of food in change rooms should be avoided.

## COVID Alert App

OAS recommends that all Individuals participating in artistic swimming activity in Ontario download the COVID-19 Alert app to be notified if they have been in contact with anyone with COVID-19.

## Equipment Cleaning

Surfaces frequently touched with hands are most likely to be contaminated. However, Coronaviruses are one of the easiest types of viruses to kill with the appropriate disinfectant product when used according to the label directions

- Clubs to ensure proper sanitation equipment is available at all facilities used for training, including hand sanitizers and alcohol rubs or gels with at least 70% alcohol to sanitize any shared equipment
- Sanitation practices should follow the Government of Canada [guidelines for cleaning hard surfaces](#)
- Coaches to clean and disinfect any shared equipment, including sound equipment and microphones, between uses and before and after training sessions.

## First Aid

For land-based training activities that take place where a lifeguard is not present, at least one individual, 18 years of age or older, that has current Emergency or Standard First Aid training **MUST** be present at all times. This individual must be registered, with up-to-date contact information entered in the CAS online registration system and have submitted a Sterling Talent Solutions E-PIC (police record) check to the Organization prior to participation in the activity.

## Gathering Size

As we transition back to sport, we should be cautious about the size of our training groups. OAS recommends training groups be kept to the minimum practical size to reduce risk where possible

- Training group size, including all athletes, coaches, and anyone else who is part of the artistic swimming training environment, must respect government, public health, and facility restrictions on group gathering
- Where necessary, training group size should be limited further based on the space provided to allow for physical distancing
- Athletes should be separated into self-contained training groups or teams that remain together with dedicated coaches. Where possible, the same group of athletes should stay with the same coach(es)
- Where multiple training groups or teams are established, they should be kept intact as self-contained training groups (i.e., the same group of people are training together, and the circle of potential contact is not expanded unnecessarily). Keeping the same group together week after week can help mitigate transmission
- Depending on facility size, it may be possible for multiple training groups to train together in one sport environment as long as they are able to maintain physical distance amongst themselves and between training groups

- Notwithstanding limits on training group size, coaches must ensure they observe safeguarding best practices and always conduct artistic swimming activity in an open and observable environment, or within the view or earshot of another adult (e.g., a coach, lifeguard, or parent or guardian)
- Spectators (excluding parents or guardians where necessary for athlete support) are not permitted in the training or competition environment.

### “Get In, Train (or Compete) and Get Out” REVISED

- Clubs to stagger drop-off and pick-up times to maintain physical distancing
- Athletes and coaches should arrive at their scheduled time for training or competition and leave as soon as the artistic swimming activity is finished
- Drop-off and pick-up of athletes to happen outside the facility or training space. Coaches to ensure younger athletes leave the facility as a group and are supervised prior to pick-up while observing safeguarding best practices

### Health and Safety Bin

Clubs are to ensure a Health & Safety Bin is available at each training or competition facility that includes Personal Protective Equipment (PPE) for at least two (2) people, to be used by the coach and athlete in the case of injury where the coach needs to attend to the injury and physical distancing cannot be maintained

- Health and Safety Bin should at a minimum include a first aid kit and PPE including disposable, non-medical masks, eye protection (e.g., safety goggles or face shields), gloves, hand sanitizer with at least 70% alcohol, paper towel, tissues, etc. The Government of Ontario has provided a [directory of companies](#) that sell PPE and other supplies.

### Hygiene

It is the responsibility of all clubs to implement and monitor appropriate personal hygiene measures among participants:

- Clubs to educate athletes, coaches, and anyone else who is part of the artistic swimming training environment on personal hygiene best practices and their impact on preventing the spread of communicable diseases
- All participants must wash their hands with soap and water or hand sanitizer on arrival at the training facility
- Clubs to incorporate hand hygiene into breaks between program activities
- All participants to practice respiratory etiquette, and refrain from spitting or clearing their nasal passages in the pool and during artistic swimming activity

- All participants to have a closed bag to allow for safe storing of hygienic materials (e.g., tissues, towels, etc.), and a bag or bin for equipment
- Clubs to enforce prohibitions on sharing of equipment, water bottles, goggles, nose clips, towels, etc. for all participants. These items should be labelled to discourage accidental sharing
- Training equipment should not be shared by athletes in or between groups. Athletes should have their own equipment, as prescribed by their coach (e.g., kickboards, pull buoys, swim paddles, flotation water bottles, or weights). All equipment must be labelled, stored in a bag or bin, and kept separate from other athletes
- Any water fountain may only be used to refill a water bottle. No participants are permitted to drink directly from the water fountain or any faucet.

### In-water Support

The Lifesaving Society recommends using a household member such as a parent, guardian, sibling, or caregiver at least 15 years of age to provide in-water support to younger athletes, or when participants require direct supervision and physical contact during instruction

Where an Organization chooses to permit a household member in the pool with an athlete, the household member must be registered with OAS as either a Short-term Recreational Program Registrant (for programs running for six (6) weeks or less) or Recreational Program Registrant (for athletes registered as AquaGO!, Recreational, Limited Competitive (Novice), or Competitive), as applicable, to ensure they are insured to take part in artistic swimming activity. Clubs should consider requiring that individuals who provide in-water support to younger athletes registered in recreational or AquaGO! programs complete the AquaGO! Program Assistant course prior to participation.

### Masks **REVISED**

It is the responsibility of all Organizations to review and understand any policies and requirements imposed by government authorities, public health, and facility operators on the use of masks. Masks should NOT be worn while in the pool. Guidance on how to wear a mask properly can be found here: [COVID-19: Non-medical Masks and Face Coverings](#).

It is recommended that athletes, coaches, officials, and others in the competition environment bring at least three (3) reusable or disposable masks for each competition day. Disposable masks must be changed regularly and multi-use masks washed after regular use.

Athletes should have a waterproof bag or container (e.g., sandwich “Ziploc” bag) labelled with their name to allow for safe storing of their mask when not worn.



## Physical Distancing

Physical distancing is proven to be one of the most effective ways to reduce the spread of illness during an outbreak. Return to sport must implement and uphold physical distancing protocols in accordance with requirements of public health authorities and facility operators.

- Clubs to develop training plans that incorporate any spatial and physical distancing requirements and provide an overall vision of the movement of participants
- Participant equipment should be spaced out to maintain physical distancing
- Coaches to create distance between athletes when explaining drills or providing feedback
- Clubs to enforce physical distancing requirements for non-participants, including parents.

## Safe Sport

The club's return to artistic swimming plan must be designed to ensure that artistic swimming activity is conducted in an open and observable environment at all times:

- Observe safeguarding best practices and avoid situations where a coach, official, or other participant might be alone with a minor or other vulnerable person
- All interactions between an athlete and an individual who is in a position of trust should normally be in an environment or space that is both "open" and "observable" to others, including any training or communication done virtually
- Electronic communication (e.g., email, text, Zoom, or Skype) should never be in the form of a one-on-one interaction, and should always be conducted in a group session
- Training sessions should include a minimum of three (3) people to ensure alignment with the Rule of Two.

## Vaccination **REVISED**

The OAS COVID-19 Vaccination Policy is available on our website [here](#) (under OAS Policies with Application to OAS Member Clubs). The Policy requires everyone 12 and over to be vaccinated to participate in our sport (provincially defined medical exemptions apply). Please also see the OAS Vaccination Requirements FAQ [here](#). Municipalities and sport facilities can be more restrictive than the OAS COVID-19 Vaccination Policy. If this occurs, OAS, its clubs, and participants must abide by these rules or risk losing use of the facility and termination of their contract.

## 9. Communication

A robust training plan that includes regular communication and education with key stakeholders including athletes and their parents or guardians, coaches, officials, and others, is key for any Organization. It is





imperative in the communication of this plan that we ensure the entire artistic swimming community understands that the health and safety of everyone is our top priority.

OAS is committed to providing updates to our Members. Our Framework for Return to Artistic Swimming Activity, its appendices as well as other resources related to COVID-19 can be found on the OAS website.

We encourage our clubs and coaches to engage in regular and open communication with their members as a key part of returning safely to training and competition. Organizations should have a designated page on their website for information related to program plans and that page should include a link to the OAS COVID-19 Resource page where the Framework for Return to Artistic Swimming Activity can be found.

## 10. Protocol for a Confirmed Case of COVID-19 REVISED

The following steps should be taken, if an Individual who has participated in artistic swimming activity reports an investigated or confirmed case of COVID-19:

- The unwell Individual is removed from the activity immediately
- In-person artistic swimming activity for this specific training group or team is suspended indefinitely
- Officials with the local public health unit will provide direction on isolation and testing of the unwell Individual
- The Organization should prepare a list of athletes, coaches, and other individuals who were in contact with or in the same training group or team as the unwell individual including up-to-date contact information
- Officials from the local public health unit will determine any additional steps required, including direction on testing and isolation of any close contacts
- Any confirmed case of COVID-19 must be reported to OAS by the club Designated COVID-19 Response Coordinator immediately through the OAS Injury Tracker
- The club Designated COVID-19 Response Coordinator must advise the facility operator immediately of any confirmed case of COVID-19 (the name of the individual should not be used, to protect their privacy)
- The club Designated COVID-19 Response Coordinator should keep in contact with participants in the training group or team about their health
- Individuals who have been exposed to an investigated or confirmed case of COVID-19 will not be permitted to return to artistic swimming activity until they are cleared by their local public health unit or health care provider

If someone develops COVID-19 symptoms while training or in competition

The following steps should be taken, if an Individual feels ill with COVID-19 symptoms while participating in artistic swimming activity:

- Stop training
- The unwell Individual is removed from the training group or team immediately and sent home or to a medical facility, depending on the severity of their symptoms
- Where the unwell Individual is a minor (i.e., under 18 years of age), their parent or guardian should be contacted and asked to collect them from the facility immediately
  - The unwell Individual should be separated from others and isolated and asked to wear a mask while waiting to be picked-up
  - The unwell individual should be supervised by an adult prior to pick-up
  - Anyone caring for the unwell Individual should try to maintain as much physical distance as possible and should wear a mask and eye protection (i.e., goggles or a face shield)
  - Parents or guardians must pick up their child as soon as possible if they are notified their child is ill
- The unwell Individual (or their parent or guardian in the case of a participant under 18 years of age) should be encouraged to isolate and consult with a doctor or health care provider to get advice, including if they need a COVID-19 test
- All participants in the training group or competition session must wash their hands with soap and water or hand sanitizer immediately and leave the facility
- Where the participants in the training group are minors (i.e., under 18 years of age), their parent or guardian should be contacted and asked to collect them from the facility immediately
- Any areas, surfaces, or shared objects used by the unwell Individual should be cleaned and disinfected by a coach, 18 years or older, designated by the club or, in the case of a competition, host club to be in charge of the training session or competition
- The coach will advise the Designated COVID-19 Response Coordinator that follow-up with the unwell Individual (or their parent or guardian) is required
- Officials from the local public health unit will determine any additional steps required, including direction on testing and isolation of any close contacts
- The club Designated COVID-19 Response Coordinator should keep in contact with all participants in the training group or team about their health



- Individuals who have been exposed to an investigated or confirmed case of COVID-19 will not be permitted to return to **artistic swimming activity** until they are cleared by the local public health unit or a health care provider.

## Return to training after having COVID-19

The decision on when it is appropriate to return to artistic swimming activity following a positive COVID-19 test will require medical advice and clearance by the local public health unit or a health care provider.

## 11. Governance

With insurance companies considering exclusions in policies related to Communicable Disease or COVID-19, it is critically important that Organizations take all necessary precautions in mitigating risks associated with COVID-19 transmission to our participants. The following documents have been developed by OAS in consultation with legal counsel and must be completed by participants and submitted to clubs prior to the resumption of artistic swimming activity:

1. Release of Liability, Waiver of Claims and Indemnity Agreement (to be executed by Participants 18 years and over) and Consent for Emergency Medical Treatment
2. Informed Consent and Assumption of Risk Agreement (to be executed by Participants under the age of 18) and Consent for Emergency Medical Treatment
3. OAS Declaration of Compliance: COVID-19
4. Code of Conduct for Athletes: COVID-19

The Waiver and Assumption of Risk Agreement replace existing OAS documents and include a clause relating to COVID-19 and contagious diseases. All participants must sign this new document prior to the start of artistic swimming activity. Clubs that use online registration should ensure their websites are updated to include the new documents

These documents are available on the [Registration Information and Forms](#) page of the OAS website and are also available as fillable PDF forms on the COVID-19 page of the [OAS website](#).

## 12. Appendices **REVISED**

### Appendix 1: COVID-19 Response Coordinator Roles & Responsibilities

#### COVID-19 Response Coordinator Roles and Responsibilities

All Organizations must appoint a designated COVID-19 Response Coordinator and submit their name to OAS. Where this individual is not a coach, they must be registered by the Organization as an Associate Registrant in the CAS online registration system and have met the requirements of the CAS Screening Policy as a “Designated Person”

The OAS COVID-19 Response Coordinator is Sue Marnica-Wall: [smwall@ontarioartisticswimming.ca](mailto:smwall@ontarioartisticswimming.ca)

The roles and responsibilities of the designated COVID-19 Response Coordinator include:

- Keeping up to date on policies and procedures outlined by federal, provincial, and municipal public health authorities, facility operators, CAS, and OAS, and monitoring local daily situation reports
- Working with local facilities to comply with all public health and facility requirements
- Ensuring an Emergency Action Plan is current and complete for each training facility
- Ensuring a Health & Safety Bin that includes alcohol-based hand sanitizer and PPE is available at each training facility
- Ensuring that the attendance of all participants is recorded at every practice
- Ensuring that the Organization follows-up with all Individuals to determine the reason for any unplanned absences and whether the absence is due to illness
- Implementing attendance protocols at every practice to help with communication if an investigated or confirmed case of COVID-19 is reported
- Ensuring training group size complies with public health and facility guidelines
- Ensuring signage is in place so that all risk mitigation measures are easy to follow
- Distribute, collect and review the Declaration of Compliance: COVID-19 forms for all participants
- Being responsible for responding to COVID-19 concerns. Everyone in the club should know who this person is and how to contact them
- Being the primary contact for participants to self-report COVID-19 symptoms or exposure, while maintaining a high level of confidentiality
- Liaising with their local public health unit for contact tracing, infection control, etc.
- Reporting any confirmed cases of COVID-19 through the OAS Injury Tracker
- Collaborating and coordinating with facilities in the instance that any new COVID-19 cases arise



- Modifying, restricting, postponing, or cancelling return to training due to an evolving COVID-19-related outbreak or emergency within the club or at the facility
- Reporting to the OAS COVID-19 Response Coordinator any COVID-19-related outbreak or emergency within the club. An outbreak is defined as 2 or more cases of COVID-19 diagnosed within a training group within a 14-day period.

## Appendix 2: Daily Self-Assessment Attestation Template REVISED

### Daily Self-Assessment Attestation Template

All participants (or their parents or legal guardians if under 18 years on their behalf) must complete the self-assessment checklist below EACH DAY prior to entry and use of any facility for the purpose of training, competition, or other artistic swimming activity

<b>1.</b>	<b>I have not been diagnosed with COVID-19 or have been cleared as noncontagious by local public health authorities</b>  If so, date cleared: _____	<b>YES</b>	<b>NO</b>
If NO to question 1, you must:  <input type="checkbox"/> Report your absence and inform the COVID-19 Response Coordinator that your absence is COVID-19 related <input type="checkbox"/> You can return to training only after you are cleared by your local public health unit			
<b>2.</b>	<b>I am not currently experiencing any of these common COVID-19 symptoms?</b>  Choose any that are new, worsening, and not related to other known causes or medical conditions  <input type="checkbox"/> Fever (higher than 37.8 degrees Celsius/100 degrees Fahrenheit) or chills <input type="checkbox"/> Cough or barking cough (croup) <input type="checkbox"/> Difficulty breathing <input type="checkbox"/> Decrease or loss of smell or taste <input type="checkbox"/> Sore throat or trouble swallowing <input type="checkbox"/> Runny nose or nasal congestion <input type="checkbox"/> Headache that's unusual or long-lasting <input type="checkbox"/> Nausea, vomiting, or diarrhea <input type="checkbox"/> Extreme tiredness that is unusual or muscle or joint aches <input type="checkbox"/> Conjunctivitis (commonly known as pink eye)	<b>YES</b>	<b>NO</b>
If NO to question 2, you must:  <input type="checkbox"/> Stay home and not leave except to get tested or for a medical emergency <input type="checkbox"/> Talk with a doctor or health care provider to get advice, including if you need a COVID-19 test. If you think you have a cold or the flu, you should still talk with a doctor or get tested as symptoms are similar to COVID-19			

<input type="checkbox"/> Report your absence and inform the COVID-19 Response Coordinator that your absence is possibly COVID-19 related <input type="checkbox"/> <b>If you test negative</b> (you do not have the virus), you can return to training if all the following apply: <ul style="list-style-type: none"> <li>– You do not have a fever (without using medication)</li> <li>– It has been at least 24 hours since your symptoms started improving</li> <li>– You were not in close physical contact with someone who currently has COVID-19</li> </ul> <input type="checkbox"/> <b>If you test positive</b> (you have the virus), you can return to training only after you are cleared by your local public health unit			
<b>3.</b>	<b>I have not returned from TRAVEL outside of Canada in the last 14 days</b>  If you are exempt from federal quarantine requirements, select NO	<b>YES</b>	<b>NO</b>
If NO to question 3, you must: <ul style="list-style-type: none"> <li><input type="checkbox"/> Stay home for 14 days after your return except to get tested or for a medical emergency</li> <li><input type="checkbox"/> Follow <a href="#">Government of Canada advice</a> on travel, testing, and quarantine</li> <li><input type="checkbox"/> Report your absence and inform the COVID-19 Response Coordinator that your absence is because of recent international travel</li> </ul>			
<b>4.</b>	<b>I have not, in the last 14 days, knowingly been exposed to someone who has tested positive for COVID-19?</b>  If you are fully vaccinated against COVID-19 or previously positive and do not have any symptoms of COVID-19, select NO	<b>YES</b>	<b>NO</b>
If NO to question 4, you are not required to isolate (stay home) but you should get tested as soon as possible and self-monitor for COVID-19 symptoms for the next 10 days  If YES to question 4, you must: <ul style="list-style-type: none"> <li><input type="checkbox"/> Stay home and not leave except to get tested or for a medical emergency</li> <li><input type="checkbox"/> Visit an <a href="#">assessment centre</a> to get a COVID-19 test</li> <li><input type="checkbox"/> Report your absence and inform the COVID-19 Response Coordinator that your absence is possibly COVID-19 related</li> <li><input type="checkbox"/> If you test negative and do not have any symptoms (you do not have the virus), you can return to training</li> <li><input type="checkbox"/> If you test positive (you have the virus), you can return to training only after you are cleared by your local public health unit</li> </ul>			



## Appendix 3: Facility Readiness Evaluation Checklist Template REVISED

### Facility Readiness Evaluation Checklist

Organizations should assess their facility's readiness against the following safety measures related to facility access and use:

- ☐ Has the facility designated separate entry and exit points?
- ☐ What capacity limitations are in place?
- ☐ In multi-use facilities, are gathering sizes limited for each space?
- ☐ Has the facility posted a sign in a conspicuous location visible to the public that states the capacity limits under which the facility is permitted to operate?
- ☐ What are the facility's rules regarding spectator attendance?
- ☐ Is programming staggered to avoid large numbers entering and exiting at the same time?
- ☐ Has the facility altered pathways or flow for users to navigate through the facility with minimal crossover?
- ☐ How will the facility manage physical distancing?
- ☐ What are the hygiene and cleaning protocols?
- ☐ Does the facility have hand sanitizer stations at entrances and exits?
- ☐ What is the Organization's role as a user in relation to cleaning protocols?
- ☐ Is the facility using fans? (Fans blow potentially contaminated air around and negate any benefits of physical distancing)
- ☐ What protocols are in place for First Aid or water rescues?
- ☐ Will the facility be screening patrons to ensure they do not have COVID-19 symptoms?
- ☐ Will the facility be collecting names and contact information to assist with contact tracing?
- ☐ Does the facility have an emergency response plan to manage a suspected case of COVID-19, or an individual presenting with symptoms?

If the facility doesn't have safety measures in place that address the items listed above, it may not be ready to provide your Organization with a safe training environment

### Whose Rules Do We Follow?

Where the facility's standards are more stringent than those set out in this Framework for Return to Artistic Swimming Activity, you **MUST** adhere to the facility standards





Where the facility's standards are less stringent than those set out in this Framework for Return to Artistic Swimming Activity, you **MUST** comply with OAS guidelines and protocols to mitigate risk and limit your Organization's legal exposure



#### Appendix 4: Emergency Action Plan Template

### Emergency Action Plan

Emergency phone number	911 for all emergencies
Contact information for Head Coach [INSERT NAME]	Cell: Club line: Email:
Contact information for [INSERT CLUB NAME] President, [INSERT NAME]	Phone: Cell: Email:
Contact information for [INSERT CLUB NAME] COVID-19 Response Coordinator, [INSERT NAME]	Phone: Cell: Email:
Address of pool facility	[INSERT POOL NAME & STREET ADDRESS] Closest major intersection: [INSERT CROSS STREETS]



Phone number of pool facility	[INSERT POOL PHONE NUMBER]
Address of nearest hospital	[INSERT HOSPITAL NAME & STREET ADDRESS] Closest major intersection: [INSERT CROSS STREETS] Phone: [INSERT HOSPITAL PHONE NUMBER]
Phone number of Telehealth Ontario	Toll-free: 1-866-797-0000

## Emergency Action Plan

Emergency team:	Roles & Responsibilities:
Lifeguard	Immediate care of the athlete is the priority. The Lifeguard will typically lead and provide the emergency medical care in the event of an emergency
Lead Coach	<p><b>EMS Activation:</b> This should be done as soon as the situation is deemed an emergency or a life-threatening event. Coach to call EMS (911 for all emergencies) and be prepared to provide the following information:</p> <ul style="list-style-type: none"> <li>• Name and phone number calling from</li> <li>• Pool address</li> <li>• Condition of injured athlete (age, consciousness, breathing, nature of injury)</li> <li>• First aid or treatment being provided</li> </ul> <p>Calls made from a landline to an emergency dispatcher allow the dispatcher to automatically see the pool address. Use the Lifeguard's landline wherever possible</p> <p>Designate a coach or an older athlete to meet the ambulance and to direct EMS to the site of the accident</p> <p>Consult Emergency Contact List to determine whether the athlete has existing medical conditions or allergies and advise EMS personnel, as appropriate</p> <p>Coach to accompany athlete under 18 years of age to hospital where parent is not available</p> <p><b>Scene Management:</b> Where younger athletes are present, assign a coach or an older athlete to gather the other athletes into a group away from the scene and provide care and comfort, as required</p> <p><b>Club Contact:</b> Contact Head Coach</p>
Head Coach	<p>Contact the athlete's parents or guardians</p> <p>Contact the Club President</p> <p>Respond to any media enquiries</p> <p>Coordinate information provided to other athletes and families, as required</p> <p>Complete OAS Injury Tracker and any required facility accident incident report</p>

## COVID-19 Emergency Action Plan

Training group protocol for suspected or confirmed case of COVID-19

Emergency team:	Roles & Responsibilities:
Lifeguard	Immediate care of the participant is the priority. In an aquatic environment, the Lifeguard will typically lead and provide the emergency medical care in the event of a situation that is deemed an emergency or a life-threatening event that requires EMS activation
Lead Coach	<p>Participant is removed from the training group immediately and sent home or to a medical facility, depending on the severity of their symptoms</p> <ul style="list-style-type: none"> <li>Where the unwell individual is under 18 years of age, their parent or guardian should be contacted and asked to collect them from the facility immediately</li> <li>The unwell individual should be isolated and asked to wear a mask while waiting to be picked-up</li> <li>Anyone caring for the unwell Individual should try to maintain a 2-metre distance and should wear a mask and eye protection (i.e., goggles or a face shield)</li> </ul> <p>Training for this specific training group is suspended indefinitely</p> <ul style="list-style-type: none"> <li>All participants must wash their hands with soap and water or hand sanitizer immediately and leave the facility</li> <li>Where the participants in the training group are under 18 years of age, their parent or guardian should be contacted and asked to collect them from the facility immediately</li> </ul> <p>Any areas, surfaces, or shared objects used by the sick individual should be cleaned and disinfected</p> <p>The lead coach will advise the Designated COVID-19 Response Coordinator that follow-up with the unwell Individual (or their parent or guardian) is required</p> <p><b>Club Contact:</b> Contact Head Coach and designated COVID-19 Response Coordinator</p>
Designated COVID-19 Response Coordinator	<p>Report any suspected or confirmed cases of COVID-19 through the OAS Injury Tracker</p> <p>Notify facility staff. The name of the participant who has a suspected or confirmed case of COVID-19 should not be used to protect their privacy</p>
Head Coach	Contact the Club President and respond to any media enquiries

## Appendix 5: Introduction of Phases of Programming Based on Government Guidance

This Framework is structured around mitigating risk through three (3) phases of gradual tightening or easing of restrictions based on government-ordered public gathering and physical distancing restrictions, which are distinct from the Government of Ontario's Stages of the Reopening Ontario framework. The OAS Return to Artistic Swimming Phases are based on the following (in accordance with public health requirements or Emergency Orders):

- Maximum number of people permitted to gather at any one time
- Physical distancing required between any two people
- Limiting touch points between any two people

In the event of regional lockdowns, Organizations will follow provincial and municipal public health guidance according to the specific implications for artistic swimming activity in each region

## Phases of Programming

### Phase A: Virtual Programming

Virtual programming is pre-sanctioned by OAS and may be conducted at any time either as a stand-alone program offering, or as a complement to in-person artistic swimming activity

#### *Who?*

- Individuals registered with OAS for the 2021-22 season, including:
  - CAS-registered coaches in good standing
  - External experts or consultants who have either provided a certificate of insurance, or are registered by the Organization as an Associate Registrant in the CAS online registration system and have met the requirements set out in Eligibility, above
  - Athletes registered for the 2021-22 season

#### *What?*

- Virtual programming must be designed to comply with all CAS and OAS requirements for virtual training
- Activities must be low-risk: Head stands, one-handed cartwheels, no-arms aerial cartwheels, or breath-holding must not be trained virtually

#### *How?*

- Virtual programming must be designed to ensure that artistic swimming activity is conducted in an open and observable environment at all times, including following guidance on one-on-one interactions (i.e., the training session must involve more than a single minor or other vulnerable athlete and coach)

- Any online training or workout recommended by an Organization that is led by an external, third-party provider would not be sanctioned or insured by OAS

## Phase B: Outdoor Programming with Physical Distance

This step should only be initiated where provincial, municipal, and public health authorities permit this type of activity

### *Who?*

- Individuals registered with OAS for the 2021-22 season, including:
  - CAS registered athletes and coaches in good standing
  - At least one coach, 15 years of age or older, that has at a minimum current Emergency or Standard First Aid training must be present at all times for land-based, outdoor training
  - Supplemental training may be provided by external experts or consultants who have provided a certificate of insurance, or are registered by the Organization as an Associate Registrant in the CAS online registration system and have submitted the required forms set out above
  - Athletes must be able to follow directions for social distancing and hygiene protocols

### *What?*

- Physical distancing as prescribed by government, public health, or facility rules always maintained. Consideration may need to be given to further distancing dependent on the exertion level of the activity
- Outdoor, land-based fitness and strength work in small groups
- Land-based activities must be low-risk. There is to be no physical contact or spotting, unless required to save an athlete from an injury. All conditioning, drills and skills are to be hands free. Activities must be low-risk: Head stands, one-handed cartwheels, and no-arms aerial cartwheels must not be trained in Phase B
- Water-based activities must be low-risk: No underwaters or drills requiring athletes to hold their breath for an extended period of time
- Online training continues to be pre-sanctioned in accordance with prescribed protocols

### *Where?*

- Use of outdoor facility or training space including outdoor public aquatic facility (Class “A” & “B”<sup>1</sup>) permitted
- In-water training (solo) with access to own pool, or open water would not be sanctioned or insured by OAS

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<sup>1</sup> “Class A” pools are pools to which the general public is admitted. “Class B” pools include pools operated by a club, for the use of the club’s members.

### *How?*

- Athletes and coaches separated into small, self-contained training groups or teams, according to provincial and municipal guidelines. Group size may be restricted further by facility rules
- Training groups or teams should remain together with dedicated coaches. Where possible, the same group of athletes should stay with the same coach(es)
- “Get in, train and get out”
- Locker rooms, change rooms, and showers normally provided in sports facilities (other than aquatic facilities) may remain closed. Participants should arrive and depart wearing their exercise clothing, and shower after training back at their homes
- No organized or spontaneous socializing
- No one outside the training group is permitted in the training environment
- Spectators (excluding parents or guardians where necessary for athlete support) are not permitted in the training environment

## Phase C: Indoor Programming with Physical Distance

This step should only be initiated where provincial, municipal, and public health authorities permit this type of activity

### *Who?*

- Individuals registered with OAS for the 2021-22 season, including:
  - CAS registered athletes and coaches in good standing
  - At least one coach, 15 years of age or older, that has at a minimum current Emergency or Standard First Aid training must be present at all times for land-based training where a Lifeguard is not present
  - Supplemental training may be provided by external experts or consultants who have provided a certificate of insurance, or are registered as an Associate Registrant in the CAS online registration system and have met the requirements set out in Eligibility, above
  - Athletes must be able to follow directions for social distancing and hygiene protocols

### *What?*

- Physical distancing as prescribed by government, public health, or facility rules always maintained. Consideration may need to be given to further distancing dependent on the exertion level of the activity
- “Build an athlete”
- Land-based activities must be low-risk. There is to be no physical contact or spotting, unless required to save an athlete from an injury. All conditioning, drills and skills are to be hands free



- Water-based activities must be low-risk: No underwaters or drills requiring athletes to hold their breath for an extended period of time
- May be supplemented with a Phase 2 land-based, outdoor program, and Phase 1 Virtual Training
- Online coaching continues to be pre-sanctioned in accordance with prescribed protocols

#### *Where?*

- Use of indoor, public aquatic facilities (Class “A” & “B”) permitted

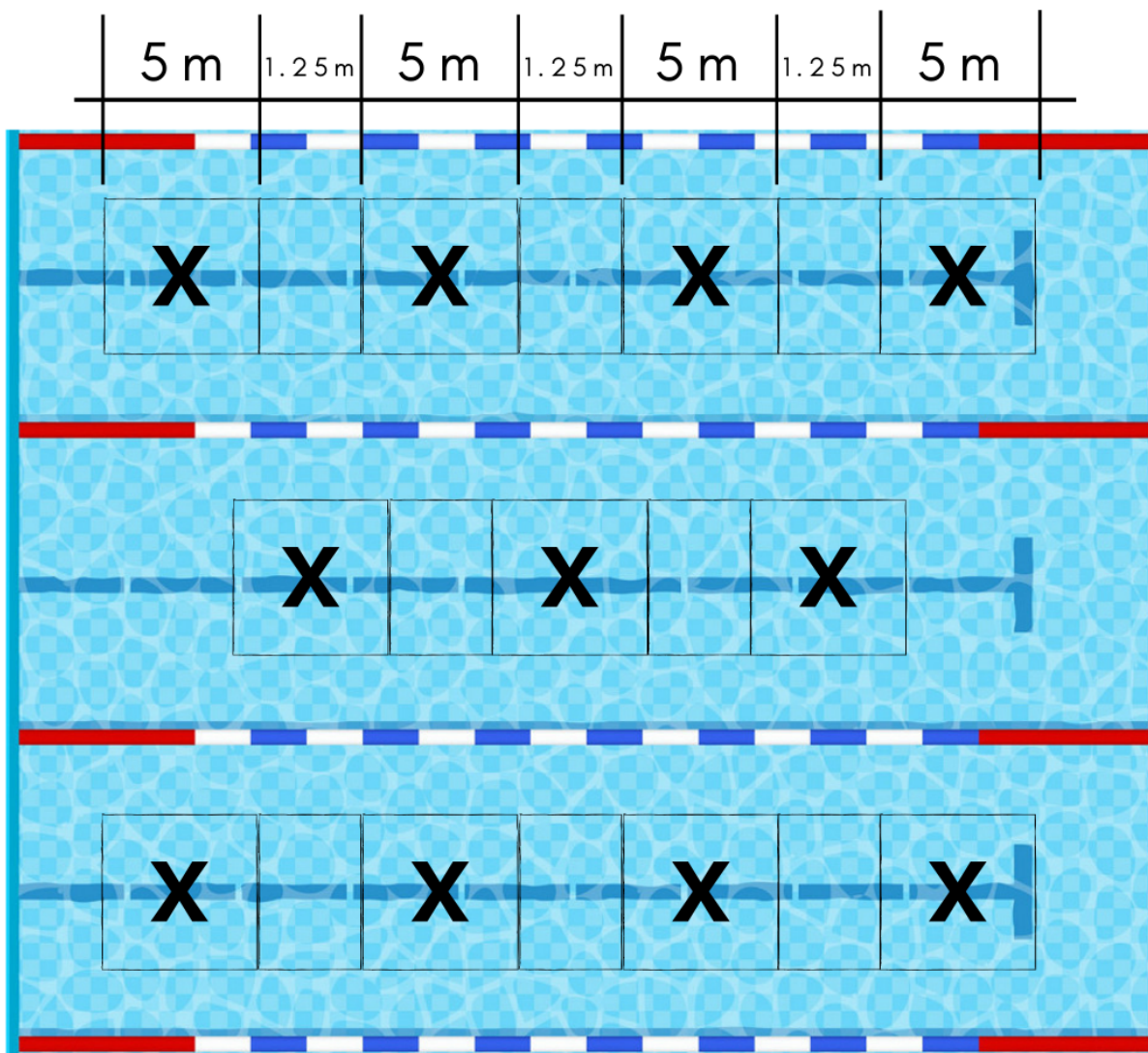
#### *How?*

- Athletes and coaches separated into small, self-contained training groups or teams, according to Ontario guidelines set out in A Framework for Re-opening Our Province. Group size may be restricted further by facility rules
- Clubs might consider having the same group of athletes stay with the same coach, or have the same group of athletes rotate among coaches
- “Get in, train and get out”
- No organized or spontaneous socializing
- No one outside the training group is permitted in the training environment
- Spectators (excluding parents or guardians where necessary for athlete support) are not permitted in the training environment

## Appendix 6: Example Physical Distance Pool Diagram

### Example Physical Distance Pool Diagram: Stationary & Technical Skills Setup

25m Pool. Numbers per lane may vary depending on pool size. See also Appendix H of the Lifesaving Society Guide to Reopening Pools and Waterfronts on groups organizational model and calculation for estimated space allowed per swimmer



Appendix 7: Coach Zone Diagram **NEW**

