



Borough of Hatboro

HATBORO MEMORIAL POOL 2020

COVID-19 HEALTH AND SAFETY GUIDELINES

(Prepared: June 2020)

This Borough of Hatboro Memorial Pool COVID-19 Health and Safety implements guidelines from the Pa. Department of Health and U.S. Centers for Disease Control and Prevention. Links to the relevant source documents appear at the end of this document. This plan applies to Hatboro Memorial Pool operations taking place while in Yellow and Green Phases as well as Phase Out.

Please make note, this plan is subject to change based on COVID-19 regulations. Any changes to this operation plan or rules and regulations will be clearly communicated to all members of the pool.

Hours of Operation

- July 3, 2020 through September 7, 2020
 - Sunday through Saturday – 12:00 PM to 8:00 PM
 - Senior Swim: Daily, 11:00 AM – 12:00 PM

Membership Terms

- Maximum Capacity of Pool in Yellow Phase: 77 persons (50% regular capacity)
- Maximum Capacity of Pool in Green Phase: 116 persons (75% regular capacity)
- In order to limit the amount of patrons at the facility, Members who purchase a pool membership on an EVEN calendar day will only be permitted at the facility on EVEN calendar days. Members who purchase a membership on an ODD calendar day will only be permitted at the facility on ODD calendar days.
 - No photos will be taken for membership cards. A family will receive a single membership card listing the names and ages of everyone in their “unit” who is joining.
- The pool will be limited to Members only. No guest passes will be sold at the pool.
- Seniors will be able to come to the pool any day for Senior Swim (11 AM to 12 PM daily) but must leave facility at 12:00 PM if it is not their day to attend the pool.
- Parents with children under 2 years old must sign an additional waiver acknowledging the use of rubber swim pants to help mitigate issues.
- If the pool is at maximum capacity at any time, no additional swimmers will be permitted to enter the facility until the necessary amount of patrons leave the facility.
- The Memorial Pool may be closed if multiple members or staff test positive for COVID-19 at any point during the season OR if contact tracing connects positive cases of COVID-19 to the Hatboro Pool.

Arrival/Departure

- Patrons MUST wear a cloth face covering when entering and exiting the facility. Face coverings are not required when swimming or in the designated family area.

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- Social Distancing Markers will be placed outside of the facility for members to use should a line form outside the facility.
- Members will show their cards to the front desk staff. Front Desk Staff will utilize the membership checklist to check in the patrons as they enter the facility.
- No members under the age of 18 years of age will be permitted to enter the facility without a parent or legal guardian.
- When entering the facility, patrons shall enter through the main entrance. When leaving the facility, patrons shall exit through the gate between the snack stand and main pool house. A staff member will be present at the side gate to count the number of patrons leaving and to prevent people from entering the pool on this day.
- Front desk and staff at the exit will coordinate to maintain appropriate occupancy numbers in the facility.

In the Facility

- The facility shall have social distant areas painted around the facility.
 - Each family area will be 12'x12' with at least 6ft between each family area and walking paths for families to access their area.
 - Smaller squares will be painted for single members who come to pool
- The facility shall have walking isles to access the pool, restrooms, and concession area.
- The cement perimeter surrounding the pool shall remain clear at all times for easy bather and lifeguard access to the water.
- Hand sanitizing stations shall be set up at the entrance of the facility, in the lobby, lifeguard break room, front office, and at the entrance of the pool.
- Patrons shall wear a cloth face covering when entering and leaving the facility and when they are not in the family area or water.

Signage

- COVID-19 infection prevention signage shall be posted at various locations throughout the facility. Example: <https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc>

Slides, Diving Boards, and Pool Toys

- The large red slide shall be closed to all patrons for the 2020 season.
- The kiddie rock slide and mushroom will remain open. Social distancing is required in kiddie pool during use.
- Patrons shall not be permitted to bring or use pool toys in or around the water.

Lounge Chairs and Tables

- The facility shall not have lounge chairs or tables available for patrons.
 - Picnic tables will not be available under the pavilions.

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- Some family areas will have the immovable (permanent) tables in their squares. These tables will be sanitized after a family unit leaves and before another unit arrives.
- Patrons shall be permitted to bring their own chairs for the family areas.

Locker Rooms / Bathrooms

- All locker rooms shall be closed to the public. The public shall not use any of the indoor or outdoor lockers.
- Bathrooms and showers shall be open to the public.
- A cleaning attendant shall monitor occupancy in the bathroom areas.
- The cleaning attendant shall clean and disinfect the bathrooms and showers at the start of the day, regularly throughout the day, and at the end of the day.

Announcements

- Pool staff shall make announcements throughout the day to remind patrons how to stop the spread of COVID-19.

Concession Stand

- The snack stand shall be closed for the 2020 season.
- Members may bring their own food into the facility; however, are encouraged to practice healthy habits and wash hands prior to eating.

Cleaning and Sanitizing

- Pool staff shall clean and disinfect high contact surfaces throughout the day (desks, handrails, slides, structures, door handles, surfaces of restrooms, sinks, and showers). They shall also clean and disinfect supplies and areas before and after use.
- Staff shall clean and disinfect all spaces at the end of each day. Staff shall wear impermeable gloves when performing these cleaning activities.
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Pool Treatment/Chemicals

- Pool disinfection levels shall be monitored and maintained between 5 ppm and 8 ppm. Our public works staff shall adjust the chemical controllers to maintain the proper levels and the pool manager shall record the levels hourly.

Events

- No birthday parties or large gatherings will be permitted at the pool.

Camps

- Camps shall not be permitted at the pool in 2020.

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Lifeguard Stands

- Lifeguard stands shall have markings around their chair to keep patrons 6' from the guard chair.
- Guards shall not be responsible for enforcing 6' social distancing requirements of patrons inside the pool.
- Lifeguards shall not be required to wear a face mask while on the lifeguard stand.

Lifeguard Staff Requirements and Training

- All staff shall be required to wear at least a cloth face covering throughout the shift, unless on the guard stand, on break, and socially distant from others.
- Staff shall undergo daily, pre-shift temperature and symptom checks.
- Staff will observe frequent and scheduled hand washing protocols.
- Personal items shall be stored in their assigned area. All personal items shall be taken home daily and washed after each day at the facility.

Lifeguard Staff Pre-Season Training

- All lifeguards shall have proper certifications prior to the beginning of the season.
- Front desk staff shall be trained to count the number of families/individuals entering and leaving to ensure that we do not exceed the number of designated family spaces available.
- All staff shall be trained on proper/thorough cleaning protocols.

Manager Procedures

- The pool manager on duty shall act as the COVID-19 point person. They shall share any COVID-19 concerns with Borough Manager, Diane Hegele.
- The pool manager on duty shall be responsible for enforcing all rules, including COVID-19 requirements. The pool manager shall call 911 in case of any disputes with patrons.
- The manager on duty shall wear a mask and perform a series of tasks to support the safety of patrons and guests as well as the sanitization of the pool facility and grounds. These tasks may include but are not limited to:
 - Testing the pool levels hourly to chemical levels
 - Encouraging social distancing of members and guests
 - Scheduling enough staff to support needs to the facility
 - Cleaning and disinfecting high touch areas
 - Conducting daily, pre-shift temperature screening of staff in a safe and respectful manner aligned with privacy laws and regulations.
 - Acting as point of contact for COVID-19 concerns while on duty and immediately notifying Borough Manager, Diane Hegele, of any critical issues.

Lifeguard Procedures

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- While on stand, lifeguards shall not be required to wear a cloth face covering. Their only focus shall be safety of the patrons in the pool. Lifeguards shall use the same tube for the duration of their shift. Guards shall be responsible for sanitizing their rescue tube at the end of their shift.
- Lifeguards shall not be responsible for enforcing social distancing of patrons in the pool. Separate Staff will be assigned to monitor the number of people in the water and social distancing requirements.
- While off duty, lifeguards shall wear a cloth face covering and shall perform a series of tasks to support the sanitization of the pool facility and grounds. These tasks may include but are not limited to:
 - Cleaning and disinfecting bathrooms before opening, mid-day and after closing.
 - Wiping down high touch areas
 - Ensuring that the pool deck remains clear
 - Encouraging social distancing for guests and members.

Front Desk Attendant Responsibilities

- Cloth face coverings shall be worn at all times throughout the shift. Gloves shall be worn when necessary.
- Check in members and daily guests at the front desk. Patrons shall be instructed to enter through the prospective changing areas to enter facility.
- Front Desk Staff shall check membership cards upon guests' arrival.
 - Membership cards will not be held at the front desk while members are in the pool. Members are required to show their card to front desk staff and identify persons within their party that are entering the pool. Front desk staff has the right to request identification at any time for anyone listed on a membership.
 - Front Desk Staff will check-in all members as they arrive on the proper attendance sheet and coordinate with desk staff stationed at exit gate to maintain permissible guest levels in the facility.
 - Front Desk Staff shall not permit anyone under the age of 18 to enter the facility without an adult.
- Front Desk Staff shall ensure there is one single line entering the facility.
- Ensuring the queue to enter the facility is one single line, not two lines. The queue shall be set up so that social distancing can occur (e.g., 6' social distancing marks).
- Disinfecting office supplies (pens, desk, computers, cash register, etc.).
- Front Desk Staff shall gather the final tally of patrons at the end of the day.
- Addressing patron questions, concerns, or complaints.
- Plexiglass barriers will be erected to separate front desk staff from members as the enter the facility.

Response and Policies

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- Staff showing a temperature of 100.4°F or higher shall not be permitted in the facility.
- Staff or patrons exhibiting the following symptoms shall not be permitted in the facility:
 - Fever
 - Cough
 - Shortness of breath or difficulty breathing
 - Diarrhea
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - New loss of taste or smell
- Staff exhibiting symptoms prior to their shift should report these symptoms to the Pool Manager on duty and should NOT report to the facility.
- If a patron or staff member develops symptoms after admittance to the pool, they shall be separated from other patrons and staff members until they are transported from the facility. The room or area where the sick individual was isolated shall then be sealed or cordoned off and ventilated (if possible) for at least 24 hours after which it shall be cleaned and disinfected by the staff.
 - The square or area the patron was using shall not be used by another family for the remainder of the day.
- The Montgomery County Health Department shall be notified in the event a patron or staff member becomes ill with COVID-19.

Pool Season Termination

- The pool may be closed for the season if the following occurs
 - Health department orders
 - Significant failures with maintaining COVID-19 operating procedures

Questions or Concerns

- Patrons or pool staff with questions or concerns about this COVID-19 health and safety plan should contact: Borough Hall at 215-443-9100.

Sources

Summer Recreation, Camps and Pools Frequently Asked Questions

<https://www.governor.pa.gov/wp-content/uploads/2020/05/20200522-Department-of-Health-2020-Summer-Program-FAQ.pdf>

Considerations for Aquatic Venues

<https://www.cdc.gov/coronavirus/2019-ncov/community/parks-rec/aquatic-venues.html>