



## COVID-19 Policies and Procedures

July 1, 2020



VALLEY FORGE TOWERS COMMUNITY ASSOCIATION

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Dear Members and Residents,

Attached please find the Covid-19 Policies and Procedures voted on and approved by Council in a meeting held on Thursday June 11, 2020 via video conference. As we proceed with our reopening, there will be many trials and tribulations to come. It is our hope that these policies give us a starting point which will be amended as needed throughout the process. At this time, we ask that you comply with any requests made by staff immediately for safety reasons. Any disputes or opinions can be discussed at an appropriate time and place with the Manager or Council Member within 24 hours of the occurrence.

Please read thoroughly, if you have any questions please contact the Towers Club Monday-Friday till 5pm at 610-783-9970, [towersclub@comcast.net](mailto:towersclub@comcast.net) and [towersclub4000@gmail.com](mailto:towersclub4000@gmail.com)

In closing, the Management Team and Council would like to thank Greg Waks, the Upper Merion Township Board of Supervisors and Committees who worked on their Covid-19 Policies and Procedures. We found their body of work to be comprehensive, extremely helpful and informative.

Your Management Team,  
Roland, Alex, Charmous and Britt  
Council Members: Sirius, Rose, Richard, Brian, Bob, Bernie, Jay and Sam



VALLEY FORGE  
*Towers*

COVID-19 Policies and Procedures

July 1, 2020

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## PURPOSE

The purpose of the document is to establish the policies and procedures required to manage the COVID-19 risk associated with re-opening the Valley Forge Towers pool and grounds to members under the “yellow” designation as prescribed by the State of Pennsylvania and Montgomery County.

This document:

- Establishes members access guidelines and a social distancing code of conduct
- Sets an interim occupancy limit for the pool and grounds that aligns with state directives
- Stipulates disinfecting procedures and schedules
- Creates required signage guidance

## EFFECTIVE DATES

This document aligns with the re-opening phases set forth by the statewide Process to Reopen Pennsylvania issued by the Commonwealth.

- The policies and procedures enact by these guidelines and procedures will go into affect when the Montgomery county reopening designation is ‘YELLOW’ and all Federal, State, and Local guidelines are met
- The policies and procedures enacted will be reassessed when Montgomery County re-opening designation moves to ‘GREEN’
- The outdoor pool only opens July 1, 2020

## 1. MEMBER ACCESS LIMITATIONS

The following member access controls and social distancing code of conduct will be strictly enforced while these procedures are in place:

- Quarantine- people who are returning from abroad are expected to follow CDC guidelines for self quarantine for 14 days prior to applying for access the the Clubhouse
- **Guest Policy** - In order to prioritize access for our members, and in order to comply with contact tracing, guests are not permitted this year
- **Check-In** – Please approach the front desk only after families checking in ahead of you have moved away from the front desk. Check-in will be touch free- the front desk staff will operate the check-in device, while the member holds their card. All registrations must be completed before your first visit. Only registered members will be allowed into the facility
- **Waiver** – All members will be required to sign a Waiver of Liability (as part of the registration process)
- **Chairs** – Members may bring their own chair into the facility. We will not provide any chairs or tables this season
- **Group Games** – Games such as water basketball, gaga, whiffle ball, valley ball, frisbee etc. which involve multiple people interacting in close proximity, will not be permitted this year
- **Parents and Chaperones** of children, not lifeguards and staff, are responsible for ensuring their children social distance while at the facility
- **Pool Toys** – No toys will be provided. Members may bring toys or floats to be used by their family members only. Toys or floats left at the facility will be discarded daily, we will not have a lost and found box this year
- **Gatherings** – No birthday parties, private parties, picnics including the barbeques or club room rentals, socials etc. will be permitted this year

## 2. SOCIAL DISTANCING GUIDELINES

- Members from the same household are not expected to practice social distancing with each other
- Members shall observe at the recommended 6-foot separation from other non-household members when moving around the grounds and pool deck. The grass area will be marked for family groups to have a safe area
- Members are expected to wear facemasks when moving around the grounds, pool deck, and bathrooms. Facemasks are not permitted in the pools, please observe maximum posted numbers for each area, and please make sure to keep your social distance while in the water
- **Parents are always responsible for the actions of their children. Parents must be active managers of their children and ensure they understand and respect the safety of others at all times**
- Members shall observe area capacity limits established by the Board of Directors

## 3. INTERIM OCCUPANCY LIMITS

Aside from enforcing state and local social distancing policies, the Community Association shall limit the number of people allowed in the pool area at any one time. The new interim occupancy limit lowers the number of people allowed at the pool in order to facilitate the observance of minimum distancing between families.

An area assessment of the grounds is being used to determine the interim occupancy limits. A 6-foot separation policy will allow 1 member to utilize 36 sq. ft.

Initial capacity estimates are 75 people in the facility at one time. Pool capacity will be 25, changing rooms are limited to 2 people at a time.

#### **4. SANITATION AND DISINFECTING PROCEDURES**

Disinfection procedures shall be different for the pools and grounds. Members should continue to protect themselves and others at the facility both in and out of the water by practicing social distancing and good hygiene.

**Pool Disinfection Procedures** – According to the CDC, there is no evidence that the virus causes COVID-19 can be spread to people through water in the pools, hot tubs, spas, or water play areas. Proper operation and maintenance of these facilities (including disinfection with chlorine) should inactivate the virus in the water.

- The pool water shall be continuously disinfected by the chemical treatment added to the circulation system
- Chlorine levels and other water chemistry limits shall be checked and adjusted (if required) during every rotation. And as required by the manager ( we do on the hour, every hour – health department requires twice a day)
- Pool railings, ladders, and other common points of touch will be sprayed with disinfectant. No rinse, spray and walk away disinfectant will be used that won't interfere with pool chemistry

**Grounds Disinfection Procedures** – Addition to ensuring water safety and quality, The Valley Forge Towers pool staff implement disinfecting procedures for the grounds and facilities. The following common areas in touch points shall be disinfected on daily basis.

- |                              |                               |
|------------------------------|-------------------------------|
| - Door handles               | - Soap dispensers/Hand dryers |
| - Handrails and pool ladders | - Toilet flush levers         |
| - Restroom doors             | - Baby changing stations      |
| - Faucets                    | - Sinks                       |
| - Lifeguard chairs           |                               |



## 5. FORMAL SWIM ACTIVITIES

- Laps can be scheduled beginning at 5am-9am (you must call and register first)
- Adult Swims 10am-12pm
- Free Swims all in 12pm-6pm

## 6. EMPLOYEE SAFETY POLICIES

- o Staff will be required to wear a mask. Entry to the facility will not require any contact between members and staff
- o There will be a 6-foot marking around lifeguard stands to help keep lifeguards distance from members
- o Staff will be required to keep a strict record of cleaning activities.
- o All staff will be required to answer a medical questionnaire before entering the facility
- o Staff will do a temperature check at the front door entering the facilities
- o All staff must wear a face mask while in the facility. Once a lifeguard is on the stand they may lower their mask while scanning

## APPENDIX A

### STATE OF PENNSYLVANIA POLICIES ON OPENING AQUATIC VENUES



May 22, 2020

#### Summer Recreation, Camps and Pools Frequently Asked Questions

The Wolf Administration understands the need to secure child care options as parents and caregivers return to work in counties designated as in the yellow or green phase across Pennsylvania in accordance with the Governor's phased reopening plan. Families select summer child care based on numerous factors including availability, parent and caregiver work schedules, age and interest of their children, among others.

The Pennsylvania Department of Health is issuing these Frequently Asked Questions to provide guidance to summer camp operators, public bathing places, part-day school age programs, and other entities that provide necessary child care and enrichment and recreational activities for children and youth during the summer months.

This guidance does not apply to public school-operated summer programs or extended school year services. Guidance related to reopening public schools will be released by the Pennsylvania Department of Education.

**Q: What types of summer programs for children and youth are permitted to operate during the Governor's phased-in reopening plan?**

Summer programs that provide child care and enrichment and recreational activities for children and youth are permitted to operate without a waiver in counties in the yellow and green phases of the Governor's phased-in reopening plan provided they follow the [Centers for Disease Control and Prevention \(CDC\) guidance for Youth and Summer Camps](#) and the CDC Supplemental Guidance for [Child Care That Remains Open](#).

Summer programs include child care facilities regulated by the Pennsylvania Department of Human Services and the following part-day school age programs:

- A part-day school-age program that operates for less than 90 consecutive days per calendar year from the date the program opens to the date the program closes;
- A part-day school age program that operates 2 hours or less per day for 3 or fewer days per week;
- A part-day school age program that has a single purpose for the children's attendance and that purpose is the only focus of the program (e.g., soccer or art class); and
- A drop-in program where a child or youth may come and go at will.

Overnight organized camps registered with the Pennsylvania Department of Health and organized team sports may not operate in counties in the yellow phase. Overnight camps and organized team sports may begin or resume operations once in the green phase of the

Governor's phased-in reopening plan in accordance with [CDC guidance for Youth and Summer Camps](#). Professional sports are not included in the scope of this FAQ.

**Q: Are there additional requirements for summer programs operating in counties in the yellow and green phases beyond what is required by the CDC guidance for youth programs and camps?**

Summer programs operating in counties in the yellow or green phase of the Governor's phased-in reopening plan must develop a written health and safety plan that follows the [CDC guidance for Youth and Summer Camps](#) and post the plan on the summer program's publicly available website prior to providing services to children.

[The Children's Hospital of Philadelphia's \(CHOP's\) PolicyLab issued considerations for school reopening](#) which may be useful for summer program operators as they consider how to implement the [CDC guidance for Youth and Summer Camps](#) including masking, sanitation and hygiene, and physical distancing. [The CDC also published a decision tree](#) to assist directors or administrators in making reopening decisions regarding youth programs and camps during the COVID-19 pandemic.

**Q: Are summer programs operating in counties in the yellow and green phases permitted to operate fully indoor, fully outdoor, or a combination of indoor and outdoor?**

Summer programs in counties in the yellow or green phase may hold activities both indoor and outdoor.

**Q: Are there any limitations on group sizes for summer programs that are permitted to operate in counties in the yellow phase?**

Social distancing in summer programs and child care may look different than the common practice of maintaining six feet of distance between individuals. In the case of summer programming for children and youth, the social distancing considerations are as follows:

- If possible, groups should include the same group members each day, and the same staff providers should remain with the same group every day.
- Consider whether to alter or halt daily group activities that may promote transmission.
  - Keep each group of children in a separate room or space.
  - Limit the mixing of children, such as staggering playground times and keeping groups separate for special activities such as art, music, and exercising.
- Consider staggering arrival and drop off times and/or having staff come outside the facility to pick up the children as they arrive. Your plan for curb side drop off and pick up should limit direct contact between parents and staff members and adhere to social distancing recommendations of six feet during this time.

**Q: Are staff and youth required to wear face coverings while participating in child care and summer programs that are permitted to operate in counties in the yellow phase?**

All staff should wear cloth face coverings during child care and summer program operations. Summer programs and staff should consult [Department of Health guidance on homemade masks](#) and [COVID-19 Mask Guidance for Children](#). Children and youth do not need to wear cloth face coverings in child care, youth programs, or camps, although face coverings are still recommended by the CDC, especially for older youth, when feasible, particularly in indoor or crowded locations.

**Q: If a summer program is planning operations in a county that is in the yellow or green phase, must they restrict enrollment to only children residing in counties with similar designations?**

No, there are no restrictions limiting enrollments based on the designation of where children reside and enrollment in summer program activities.

**Q: Are public playgrounds part of the Governor's phased reopening plan?**

Public playgrounds may be used by child care providers and summer programs offered in counties in the yellow or green phase. Summer programs must adhere to [CDC guidance for Child Care Programs That Remain Open](#), including cleaning and disinfecting, and social distancing practices.

**Q: Are organized team sports permitted during the Governor's phased reopening plan?**

Organized sports are only permitted in counties in the green phase of the Governor's phased reopening plan. Organized team sports and events are defined as physical activity directed by adult or youth leaders that involves rules and formal practice and competition. This includes school and club sports as well as youth and adult formal activities. Physical activity conducted as part of summer programming is allowed. Activities and games with little or no physical contact are recommended. Professional sports are not included in the scope of this FAQ.

**Q: Are public bathing places regulated by the Pennsylvania Department of Health and other community pools permitted to operate during the Governor's phased reopening plan?**

Public bathing places and other outdoor community pools are permitted to operate in counties in the yellow and green phases of the Governor's phased-in reopening plan, provided they follow [CDC guidance for aquatic venues](#) and the [Governor's Guidance for Businesses Permitted to Operate During the COVID-19 Disaster Emergency](#).

**Q: Is there specific guidance for camping, campgrounds and group camping separate from organized summer camps for youth?**

Pennsylvanians should follow guidance issued by the [Pennsylvania Department of Conservation and Natural Resources \(DCNR\)](#).

**Q. How do I know which DCNR facilities are open to the public during the various phases of reopening?**  
[Use the DCNR interactive map to identify camping facilities that are open or closed within state parks and forests.](#)

## APPENDIX B CDC POLICIES ON AQUATIC VENUES

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



Centers for Disease Control and Prevention

### Coronavirus Disease 2019 (COVID-19)

## Considerations for Public Pools, Hot Tubs, and Water Playgrounds During COVID-19

As public aquatic venues open in some areas, CDC offers the following considerations for the safety of those who operate, manage, and use public pools, hot tubs, and water play structures. Public aquatic venues can be operated and managed to

- stay open safely, governments
- apartment complexes
- membership pools (for example, gyms)
- schools
- water parks
- homes with hot tubs

As each public aquatic venue begins to get set up for operation, CDC is able to help you with the operation of public aquatic venues. CDC is able to help you with the operation of public aquatic venues, while assisting them to meet the public health goals of the CDC. The CDC is able to help you with the operation of public aquatic venues, while assisting them to meet the public health goals of the CDC.

## Promoting Behaviors that Prevent the Spread of COVID-19

For public aquatic venues, CDC offers the following considerations for promoting behaviors that prevent the spread of COVID-19:

- **Hand Hygiene and Respiratory Etiquette**
  - Encouraging a staff and patrons to wash hands with soap and water for at least 20 seconds, especially before and after handling food and drinks.
- **Physical Distancing**
  - Encouraging the use of physical distancing, especially in areas where people are most likely to be close together, such as in the changing room.
  - If a person is coughing or sneezing, to use a tissue or the inside of their elbow to cover their mouth and nose.
- **Temperature Checks**
  - Encouraging staff and patrons to wear a mask when entering the facility, especially in the changing room.
  - If a person is coughing or sneezing, to use a tissue or the inside of their elbow to cover their mouth and nose.
- **Facility Cleanliness**
  - Encouraging a regular cleaning schedule, especially in areas where people are most likely to be close together, such as in the changing room.
- **Staff and Patron Education**
  - Encouraging staff and patrons to wear a mask when entering the facility, especially in the changing room.
  - If a person is coughing or sneezing, to use a tissue or the inside of their elbow to cover their mouth and nose.

# Maintaining Healthy Environments

To maintain healthy environments, operators of public aquatic venues may consider:

- **Cleaning and Disinfection**

- Cleaning and disinfecting frequently touched surfaces at least daily and shared objects each time they are used. For example:

- Handrails, slides, and structures for climbing or playing
    - Lounge chairs, tabletops, pool noodles, and keyboards
    - Door handles and surfaces of restrooms, handwashing stations, diaper changing stations, and showers

- Consulting with the company or engineer that designed the aquatic venue to decide which cleaning and disinfecting products are best for your aquatic venue.

- Setting up a system so that furniture (for example, lounge chairs) that needs to be cleaned and disinfected is kept separate from already cleaned and disinfected furniture.

- Labeling containers for used equipment that has not yet been cleaned and disinfected and containers for cleaned and disinfected equipment.

- Laundering towels and clothing according to the manufacturer's instructions. Use the warmest appropriate water temperature and dry items completely.

- Protecting stored furniture, wet towels, and clothing that has been cleaned and disinfected from being soiled or contaminated before use.

- Ensuring proper use, handling, and storage of disinfectants including the application of appropriate PPE.

- **Air Quality**

- Ensuring that ventilation systems are working properly and clean.

- Increasing introduction and circulation of outside air as much as possible by opening windows and doors during favorable weather. However, do not open windows and doors during hot weather, rain, or other poor weather conditions.

- **Water Systems**

- Ensuring that all water systems (for example, drinking fountains, showers, and toilets) are properly maintained and safe to use after a prolonged period of inactivity or during periods of low water use and other periods associated with water.

- **Marlin Layouts**

- Changing deck layouts to reduce crowding in the standing and seating areas, including the removal of water toys and fixtures that do not flow with the water.

- **Physical Barriers and Dividers**

- Providing physical barriers (for example, line rail) in the water or chairs and tables on the deck and walkways (for example, tape on the deck) to reduce crowding and to separate staff and patrons from the water, at least 6 feet apart, to reduce the possibility of contact with the surface of the water.

- **Signage and Notices**

- Posting signage that instructs patrons to avoid contact with water. If water contact is unavoidable:

- Rinse frequently with clean water at least six times before leaving the facility.

- **Barrier Objects**

- Encouraging people to sit on a high-top stool or a high-top chair that is at least 28 inches high and is not made of plastic and is not made of plastic. Encourage people to sit on a high-top stool or a high-top chair that is at least 28 inches high and is not made of plastic and is not made of plastic.

- Encouraging the sharing of items such as towels, equipment, and clothing with people who do not have them.

- Encouraging adequate ventilation for outdoor shower areas and other areas where people are likely to be changing clothes, including the use of high-top stools or chairs that are at least 28 inches high and are not made of plastic and are not made of plastic to prevent contact between people.

# Maintaining Healthy Operations

To maintain healthy operations, operators of public aquatic venues may consider:

- **Protection for Vulnerable Staff**

- Offering options such as telework or modified job responsibilities that reduce their risk of getting infected
- Limiting aquatic venue use to only staff, patrons, and swimmers who live in the local area, if feasible

- **Lifeguards and Water Safety**

- Ensuring that lifeguards who are active, lifeguarding are not also expected to monitor handwashing, use of cloth/face coverings, or social distancing of others. Assign this monitoring responsibility to another staff member

- **Alterations of Public Aquatic Venues**

- Consulting the company or engineer that designed the aquatic venue before altering aquatic features (for example slides and structures designed for climbing or playing)

- **Regulatory Awareness**

- Being aware of local or state regulatory agency posts on gathering requirements or regulatory situations to determine if events such as aquatic fitness classes, swim lessons, swim team practices, swim meets, or pool parties can be held

- **Staggered or Staggered Shifts**

- Staggering or starting shifts to limit the number of staff present at the facility at the same time

- **Designated COVID-19 Point of Contact**

- Designating a staff member to be responsible for responding to COVID-19 concerns. All staff should know who will be the point of contact for COVID-19

- **Staffing**

- Avoiding pool events, gatherings, or meetings poolside and out of the water if people maintain a distance of at least 6 feet between people who aren't together. Handshakes cannot be maintained. Except in situations a distance guidance model:
  - A lifeguard rescuing a distressed swimmer or saving first aid or performing CPR should not wear a face mask, with or without an automated external defibrillator
  - If a lifeguard is in the process of assisting an adult swimmer or lifeguard due to an emergency
- If pool events must be conducted, staggering drop-off and pick-up times at multiple drop-off points to maintain a distance of at least 6 feet between people who do not belong together
- Asking parents to consider: fewer children are a safer option, spacing at least 6 feet apart from people who do not belong with watching them at a public aquatic venue
- Limiting any incidental contact with teens and adults being supervised by lifeguards should consider the

- **Communication Systems**

• **Emergency Alarm System**

- Having staff positioned in swim lanes with lifeguard towers have a means of communication to report COVID-19 concerns. If we are exposed to someone with COVID-19 within the last 14 days
- Having a means of communication to report COVID-19 cases
- Having staff patrons and swimmers, at feasible, to report COVID-19 exposures when a lifeguarding lifeline is in accordance with the
- Having staff patrons and swimmers to report COVID-19 cases

- **Poolside Signage**

• Poolside signage for COVID-19 safety and health information. COVID-19 safety and health information

- Developing return-to-work policies aligned with CCDC
- Backup Staffing Plan
  - Monitoring absenteeism of staff and creating a roster of trained back-up staff.
- Staff Training
  - Training staff on all safety protocols
  - Conducting training virtually, or ensuring that training is maintained during in-person training
- Recognize Signs and Symptoms
  - Conducting daily health checks (for example, temperature screening) for all staff. Ensure careful, respectful implementation that is aligned with any applicable privacy laws and regulations
    - Consider using examples of screening methods in CCDC
    - Refer to the CCDC as a guide

## Preparing for When Someone Gets Sick

- Prepare for when someone gets sick: operations of public facilities and in a school
  - Identifying and transmitting those who are likely to be exposed to a health care provider
    - Identify and separate staff with any of symptoms with CCDC. To
    - Establishing procedures for safe, transparent and respectful return to work
  - Identifying health offices and disease centers
    - Identify and separate staff with any of symptoms with CCDC. To
    - Referencing those who have been
    - and follow
  - Cleaning and Disinfection
    - Closing off areas used by those who are sick and using the same area for cleaning and disinfecting the
    - Waiting more than 24 hours before cleaning and disinfecting the same area
    - Disinfecting the area





# FACILITY RE-OPENING MESSAGING AND PLANNING

The following is being provided to assist in the development of your Facility Use Plan; to be shared with local public health officials and facility operators. It is important to remember that all plans must comply with local, state and federal public health guidelines.

## MESSAGING

We believe swimming, like walking, hiking, running, and cycling, is a critical healthy activity within our communities. Swimming does not require direct contact between teammates or coaches and social distancing can be maintained throughout practice. As with all exercise and activity at this time, swimming must comply with standards for social distancing and safety within aquatic facilities. We know, with collaboration between USA Swimming coaches, public health officials, and facility operators we can create safe plans for using aquatic facilities to promote physical and mental health opportunities compliant with public health directives. The CDC has indicated that there is no evidence the disease spreads through treated water. Proper operation and maintenance (including disinfection with chlorine and bromine) of these facilities should inactivate the virus in the water.

## FACILITY, LOCAL, STATE, AND FEDERAL REQUIREMENTS

- Each team/club should have a COVID-19 liaison responsible for staying up to date on community and state recommendations and any associated changes.

### Plan building considerations:

1. What limits and phases has your state/municipality outlined for gatherings in the coming weeks/months?
  - a. Is the transmission rate in your region low to zero?

2. Does your local health care system have capacity, or is it over-extended due to COVID-19 cases?

3. How will you make the decision about access to your facility?

4. For a facility of your size, what is the capacity for that space within these guidelines?

5. Have you reviewed/complied with the OSHA COVID-19 return to work guidelines? (attached)

6. Have you reviewed/complied with the White House guidelines? (attached)

### MITIGATING HAZARDS

#### Recommendations:

- Eliminate use of low ventilated spaces and rooms that prevent social distancing, such as locker rooms and small dryland rooms.
- Increase water sanitation level - An example keep chlorine closer to 2.0 ppm.
- Create visible markers on the floor to indicate appropriate spacing on the pool deck, entrances, etc.

### Plan building considerations:

1. How will you manage/monitor bathroom use?
2. What is your plan/strategy for changing and disinfecting surfaces?
3. How will you control access/egress of the facility?
4. How will you limit contact points in the facility (e.g., open doors, water bottles, equipment, etc.)?
5. What is your plan strategy to coach, athletes, etc. to manage sick?

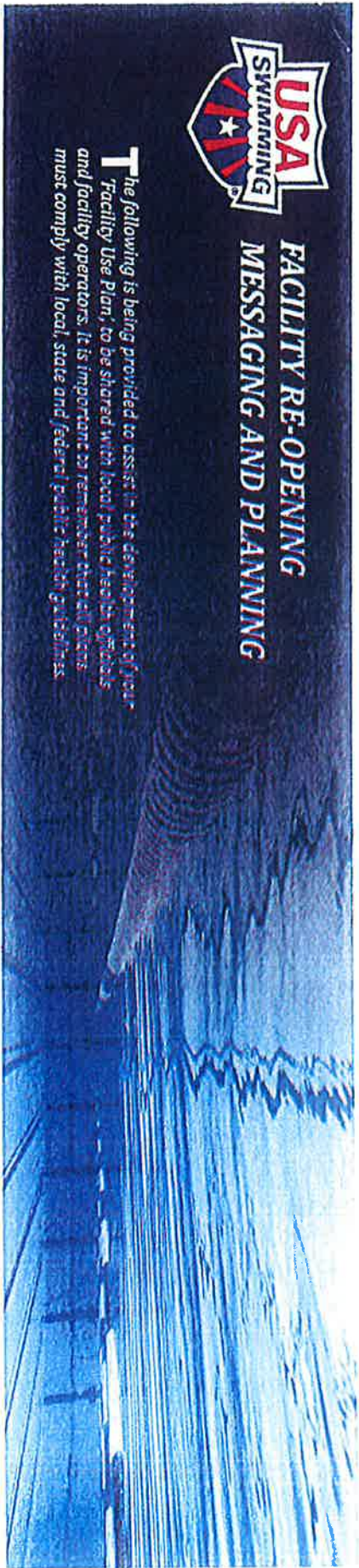
## SAFE PRACTICES/ PPE

### Recommendations:

- A coach or staff member should ask athletes, as they come into practice, if they feel ill in any way, specifically listing certain symptoms, and send home those athletes reporting feeling ill or experiencing symptoms.
  - o Symptoms include mild to severe respiratory illness with fever, cough and difficulty breathing, or other symptoms identified by the CDC.
  - o Athletes/coaches who begin to cough/sneeze for any reason, must move away from others until coughing/sneezing dissipates.
  - o Athletes should change clothes, and shower at home.

### Plan building considerations:

1. What is your staffing plan, coaching, lifeguards, a person to control flow of athletes in and out of the facility and other programmatic considerations?
2. What will be the structure of your practice time, time between sessions, numbers of workouts per week for each group, dryland, etc.?
3. How will you maintain spacing in the pool during workouts?
  - a. Example: staggered starts, opposite ends, numbers per lane, communication with athletes, stations, markers visible to athletes for start and stop points, (e.g., visible spacing marks on pool deck, on lane lines, etc.) coaches on both end of the pool?
4. What is your plan for staff/coaches protective measures?





## FACILITY RE-OPENING MESSAGING AND PLANNING

- a. Personal Protective Equipment (PPE) such as masks
  - b. Spacing
  - c. Equipment to wear during cleaning
5. What is your plan for ensuring all standards for Safe Sport are maintained?
6. What is your plan for increasing air flow?
- a. Open doors, outdoor pools, move dryland outside, increase air turnover rate

### COMMUNICATION

#### Recommendations:

- Athletes must see a physician and be cleared for training after being diagnosed or suspected to have COVID-19.
- Make it clear that there is no penalty for missing practice and that if an athlete, or any member of their family, does not feel well, they should stay home.

#### Plan building considerations:

1. Have you approached other user groups about how to best work together to return to the facility?
2. What is your communication plan for parents?
3. Include practice health and safety expectations, drop-off and pick-up patterns, lane groupings by family instead of age-groups, etc.
3. Have you produced visual aids to explain to parents and athletes spacing protocols? (samples attached)

### PROGRAMMATIC CONSIDERATIONS

#### Recommendations:

- Be clear and consistent about expectations and center policies.
- Move dryland outside where possible.
- Utilize a staff member to help athletes access from new areas of the facility to monitor.

#### Plan building considerations:

1. Have you created a financial model for different members of different classes/levels?
2. What is your plan for coaches with health vulnerabilities?
  - a. For example, keep them actively involved in your program by continuing remote dryland, swim team meetings, etc.
  - b. Anything that helps reduce load at pool but keeps coaches engaged.
3. How will you model proper practice requirements?
  - a. An example: bring older swimmers back first, let them learn the system so they can serve as model instructors for younger athletes.

### OTHER CONSIDERATIONS AND COMMUNICATION TO SHARE WITH STAFF, ATHLETES, PARENTS, ETC.:

#### Recommendations:

- Risk factors for consideration to participate include autoimmune disease, diabetes, asthma, cardiovascular disease, etc.
- Athletes and families who travel during phase one and two will need to self-isolate for 14 days before returning to practice.
- Make sure that your state and region satisfy the Federal government's gating criteria (as outlined in the "Opening Up America Again" guidelines) and have entered Phase One of the Phased Comeback.
- States and regions with no evidence of a rebound and satisfy the gating criteria a second time may proceed to Phase Two of the Phased Comeback, in which all individuals, when in public recreation areas, should maximize physical distance from others.
- Be aware that although restrictions are eased within your state and region move from Phase One to Phase Two or Phase Three of the Phased Comeback, safety precautions must remain in place in accordance with state requirements relative to availability of vaccinations or effective treatment for the coronavirus.
- Make sure to communicate with all staff, athletes, parents and participants that they should not swim if they or anyone with whom they reside:
  - Are exhibiting any symptoms of the coronavirus, mild to severe respiratory illness with fever, cough and difficulty breathing, or other symptoms identified by the CDC.
  - Have been in contact with someone who has tested



## FACILITY RE-OPENING MESSAGING AND PLANNING

- positive for COVID-19 in the last 14 days.
- > Are a vulnerable individual and your state and region is in Phase One or Phase Two.
- > A vulnerable individual is a person with underlying conditions or considered to be at a higher risk demographic as outlined by jurisdictional, state or federal guidelines.

### SWIMMING SAFELY

#### Recommendations:

#### PREPARING TO SWIM - Protect against infections:

- Wash your hands with a disinfectant soap and water (for 20 seconds or longer) or use a hand sanitizer if soap and water are not readily available, before going to the pool.
- Do not share equipment.
- Bring a full water bottle to avoid touching a tap or water fountain handle.
- If you need to sneeze or cough, do so into a tissue or upper sleeve/arm area.
- Arrive as close as possible to when activity begins.
- Avoid touching gates, fences, benches, etc. if you can
- Do not attend practice if you, or a member of your household does not feel well.

#### WHEN SWIMMING

- Follow directions for spacing and stay at least six feet apart from others.
- Do not make physical contact with others, such as shaking hands or giving a high five.
- Avoid touching your face.
- Avoid sharing food, drinks, or towels.
- Maintain appropriate social distancing from other athletes when taking a break.
- Wear your seat belt when practicing.

#### AFTER SWIMMING

- Leave the facility as soon as reasonably possible after practice.
- Wash your hands thoroughly or use a hand sanitizer after leaving the pool.
- Do not use the locker room or changing area.
- Shower at home, wear your seat belt when practicing.
- No extra-club activities should take place.
- No congregation after swimming.

#### EXPECTATIONS FOR TRAINING AND COMPETING

##### Recommendations:

- Children should still be screened for at least two minutes per day, even though they don't practice.
- As we return to activity, we must consider injury and progressive return.
- Athlete evaluations must be complete, low impact and low risk. Return to the pool should be off of the at home physical evaluation.

- Must emphasize movement quality not the quantity of exercise; proper movement is key.

- Coaches should use downtime to ensure all safety skills are up to date: complete sport safety, concussion training, etc.

- Social distancing will need to be accounted for in practice planning.

- Bank group sizes and staggered sessions.

- Most injuries occur early in the season, so we not rush deconditioned athletes back to full practice or competition.

- Increase activities by 10% each week when we return.

- Focus should be on a healthy environment, quality experience, progressive training, and safety.

- No expectations for competing.

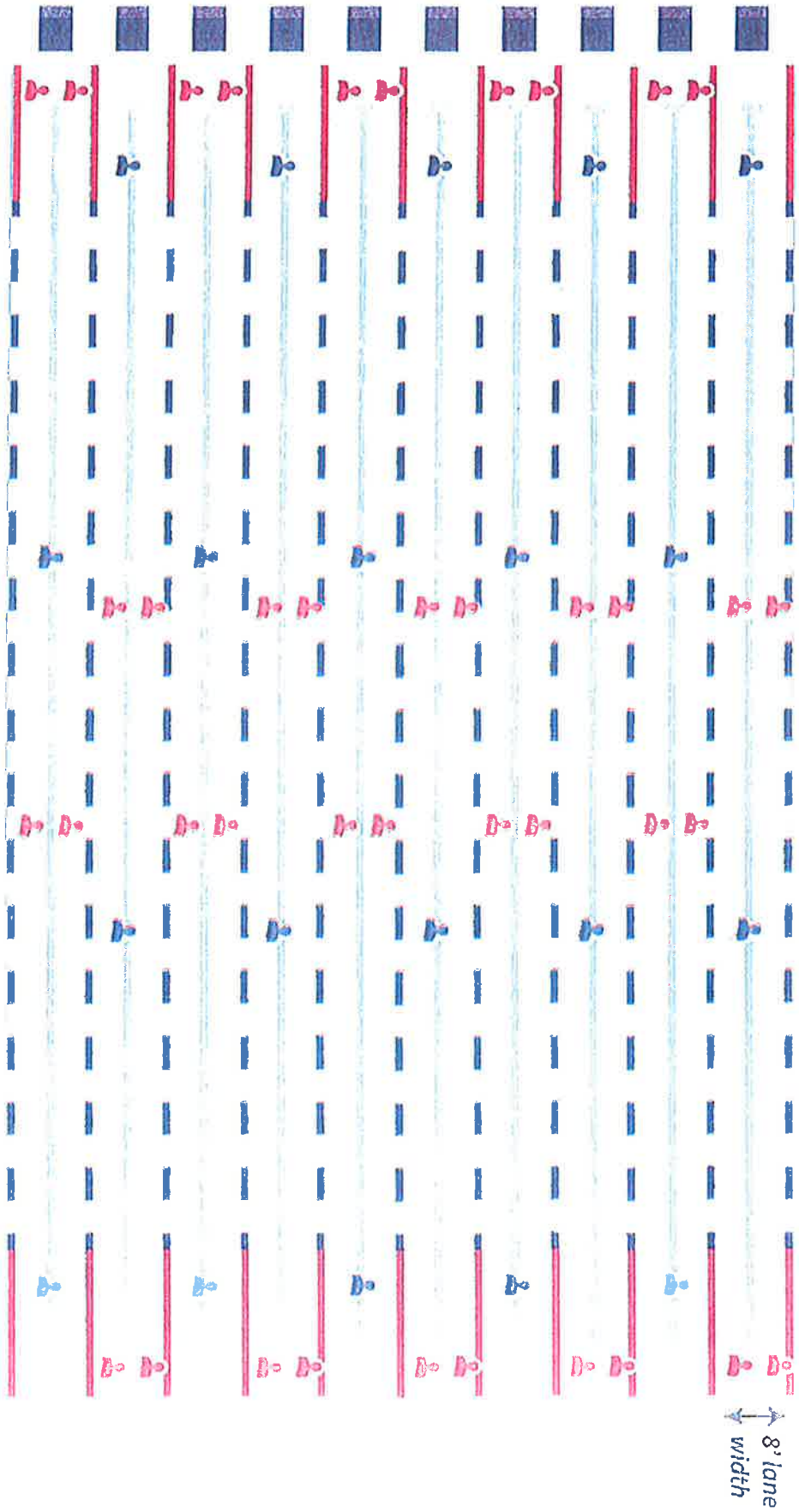
#### FACILITY SAMPLE DIAGRAMS

The following pages display programming model layouts that promote "social distancing"

Examples are set starting and ending places in pool and personal spacing during rest intervals assuming maximum eight-foot wide lanes).

# 50-METER, 10-LANE POOL

60 SWIMMERS



COUNSILMAN-HUNSAKER

OPERATIONS



COVID-19



GUIDANCE

[COUNSILMANHUNSAKER.COM/COVID-19](https://www.counselmanhunsaker.com/covid-19)

# Operations Guidance for Facilities During the COVID-19 Pandemic

## Before Re-opening

### Water Management Plans

- Facilities that have been vacant may have stagnant or standing water in legs of the building water systems.
- For aquatic facilities, hot tub aeration lines and facility showers are most concerning.
- Creating a water management program is part of the 8 steps to take before your business or building reopens. Refer to <https://www.cdc.gov/coronavirus/2019-ncov/php/building-water-system.html>

### Resources

- [What to Know About Creating Water Management Plans](#)

### Facility Signage

*In March, the EEOC confirmed that the COVID-19 pandemic meets the "direct threat" standard for employee/members and guest medical examinations. Employers do not violate the ADA by requiring employees/members to undergo medical examinations, such as temperature checks, or asking employees disability-related questions, such as whether they suffer from underlying health conditions that may make COVID-19 more severe for them. As with all medical information, the fact that an employee has a fever, or an underlying health condition is subject to the ADA's confidentiality requirements. Once screening is complete, there should be no record keeping of the information taken due to HIPAA.*

- An important part of your organization's response plan for COVID-19 is to educate your employees, participants, or members with signage. Signage is recommended throughout the facility, including entry ways.

### Facility Signage, continued...

- Health screening upon entry of the facility should be addressed in your facility's plan and should follow local protocols. Educate your employees and public with what to expect when utilizing the facility with signage at the entrance and on the website.
- Some facilities are screening employees and patrons. Here are possible screening questions.
  - i. Do you currently have a cough, fever, shortness of breath or any other symptoms of illness?
  - ii. In the past 14 days, have you been in close contact with someone confirmed as having COVID-19?
- Any employees or patrons that answer yes to the above questions should not utilize the facility and should remain at home.
- Signage should be in higher risk areas such as Entrances, Bathrooms, Locker Rooms, and equipment used frequently.
- Signage for Social Distancing Policies should be throughout the facility, where people congregate or form lines. Markings on the floor on where to stand and arrows on how to direct traffic in busy areas are helpful.

### Resources:

- Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019
- Ten Steps All Workplaces Can Take to Reduce Risk of Exposure to Coronavirus
- Pandemic Preparedness in the Workplace and the Americans with Disabilities Act
- [http://redwoodsgroup.com/resources\\_cat/topic/covid-19/](http://redwoodsgroup.com/resources_cat/topic/covid-19/)

## Facility Opening Guidelines

- Opening at reduced capacity
  - Follow official CDC Guidelines
  - Reduce capacity to meet local regulations + ability to provide minimum social distancing requirements
  - People in a line must practice social distancing.
    - Provide 6-foot markings at any waiting area
    - Keep all excess patrons outside with ample space for social distancing.
  - Prohibit groups of 10 or more (according to local protocols). All persons not part of the same household must stay at least 6 feet apart.
  - All staff and patrons may need to wear masks outside of water (follow local protocols).
  
- Example of a staged opening for facilities. Actual opening requirements may differ in your area, please follow local protocols.
  - Stage 1 – Signups for lane/swim time.
    - Consider extended hours to meet lap swim demand.
    - Limit to one family unit per lane. Ideally 1-2 swimmers max.
    - Utilize a signup program if your facility does not have one.
      1. <https://www.signupgenius.com/>
  - Phase 2 – Focused activity time (no overlapping programs)
    - Follow local protocols and swim lesson guidelines
    - Follow aquatic exercise guidelines along with social distancing
  - Phase 3 – Spectator events may now resume



## Facility Opening Guidelines, continued...

- Staff equipment and distancing
  - Issue lifeguards a rescue tube to keep with them throughout their entire shift, sanitizing it afterwards.
  - Guard chairs – disinfect with each rotation.
  - All team members wear masks outside of the water.
  - Increase the frequency of cleaning workstations and other shared items.
  - Reconfiguring entrance by setting up mobile check-in stations for guests and groups instead of inside an office
  - Limit the movement of food and beverage team members throughout concession stand
  - Provide multiple lifeguard break areas throughout your park, not one local area.
  
- Guest Precautions
  - Lounge chairs should be placed in groups of no more than 4 to 6 and these clusters of chairs spaced 6 feet apart
  - Consider assign chairs to a specific group of guests for the entire day.
  - Ground signage can spread people out in cue lines for slides and attractions
  - Parks may want to develop a dispatch position at the entry to their lazy river and other attractions to spread guests out more evenly.

## Disinfection Guidelines

*Not all disinfectants are appropriate for pool areas. Utilizing disinfectants containing ammonia can create chloramines when introduced to the pool water. It is recommended that non-ammonia based disinfectants are used around pool areas. Ammonia based disinfectants may be used in areas that will not transmit the disinfectant to the water.*

- Cleaning practices
  - Increase the frequency of cleaning and disinfecting, focusing on high-touch surfaces, such as pool ladders and handrails, public restrooms, exercise rooms, benches, tables, faucets, doors, shared workout equipment, and checkout items. Increased frequency of cleaning and disinfecting with attention to these areas helps remove bacteria and viruses.
  - Clean surfaces and objects that are visibly soiled first. If surfaces are dirty to sight or touch, they should be cleaned using a detergent or soap and water prior to disinfection.
  - Clean and disinfect surfaces as soon as possible in areas where a person with respiratory symptoms (e.g., coughing, sneezing) was present.
  - Use an EPA-registered disinfectant for use against coronavirus. Refer to the EPA approved list of disinfectants for SARS-CoV-2 at <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>
  - Follow the manufacturer's instructions for safe and effective use of all cleaning and disinfection products (e.g., dilution concentration, application method and contact time, required ventilation, and use of personal protective equipment).

## Disinfection Guidelines, continued...

- Review your facility's Hazard Communication Standard policy to potential health hazards and the recommended protective measures for common active disinfectant agents.
- Add any additional cleaners your facility is utilizing to your SDS information.
- All equipment should be cleaned in the morning and evening by staff
  - We recommend the Counsilman-Hunsaker HydroApps' Facility Manager web-app. This web-based application already contains ENHANCED CLEANING AND DISINFECTION: FOR AQUATIC FACILITIES checklists for both Opening/Closing and Hourly sanitization measures.
  - The Checklists may be monitored by the public to rest their mind at ease about the cleanliness of the facility.
- Cleaning stations for patrons to utilize after they use equipment.
  - Consider selling all packages of individual exercise equipment at the front desk or by staff. For example: kickboards, buoys, fins, etc
  - If you need to offer this equipment for community use, create a plan in place to sanitize before and after each use. With easy access to sanitizer wipes and signage, everyone should do their part to keep these items clean.
  - Sanitizer Wipes should be available for both employees and members to use when needed, so that everyone involved has peace of mind.

## Disinfection Guidelines continued.

### Resources:

- [CDC recommendations for disinfecting your facility.](#)
- [EPA list of recommended wipes and sanitizers](#)
- <https://www.americanchemistry.com/Novel-Coronavirus-Fighting-Products-List.pdf> 50



# Counsilman Hunsaker

AQUATICS FOR LIFE

For more information, contact:

[miklosvaldez@chh2o.com](mailto:miklosvaldez@chh2o.com)

USA: DB-10-150720

# INDOOR & OUTDOOR POOLS

Further specific information from the NRPA-PRPS Path to Recovery Framework

Model Aquatic Health Code

Ratios & Groups	Square Ft/ % Capacity	Sanitation & Cleaning	Equipment	Minimizing Contacts	Hygiene	Check-in/out Procedures	Programming	Food & Beverage	Non-participants	Notes
Red Phase	NA	NA	NA	NA	NA	NA	NA	NA	NA	
Open within group gathering guidelines and individual physical distancing.	36 sq. ft. per person represents social distancing. 25 people per active use zone if social distancing not possible.	Clean and disinfect every programming space every 2 hours according to CDC guidelines. Provide cleaning stations in every programming space. Clean each area pre and post use at all contact points.	Clean and disinfect all staff equipment after each use. For items used in swim lessons, use them and clean and disinfect between uses. General public items still not available for use.	Use family units for swim lessons. Eliminate partner workouts, sharing equipment. Educate patrons on distancing. Limiting contact in pool area. Unused lockers or other social areas should be closed.	All employees required to wear PPE and wash hands frequently. Patrons encouraged to wear PPE based on facility protocols. Encourage head to toe cleaning showers.	Touch pads or sign in sheets should not be used. Staff should sign in and out all users. Provide barriers for staff when possible. Use electronic payment as much as possible.	Use family units for swimming lessons. Eliminate partner workouts, sharing equipment, etc. Educate patrons on physical distancing. Limiting contact in pool area. Consider utilizing sessions to accommodate a larger group.	No food allowed in any facility at any time. Sports drinks/water allowed if brought by the patron.	Only active participants are allowed in the facility	Lifeguards should not be responsible for monitoring distancing; they must focus on water safety. Educate patrons on risks, new facility guidelines. Sign locker rooms & showers page for add'l info.
Open within group gathering guidelines and individual physical distancing.	36 sq. ft. per person represents social distancing. 90 people per active use zone if social distancing not possible.	Clean and disinfect every programming space every 4 hours according to CDC guidelines. Provide cleaning stations in every programming space. Clean each area pre and post use at all contact points.	Limit equipment use during recreational swim. Relax restrictions on programming usage, but still disinfecting after each class lesson.	Resume instructor supported swim lessons, if personal contact is allowed. Water fitness partners work can resume.	All employees are encouraged to wear PPE and wash hands frequently. Patrons are encouraged to wear PPE based on facility specific protocols, encourage head to toe cleaning showers.	Touch pads or sign in sheets should not be used. Staff should sign in and out all users. Provide barriers for staff when possible. Use electronic payment as much as possible.	Resume instructor supported swim lessons, if personal contact is allowed. Water fitness partners work can resume.	No food allowed in any facility at any time. Sports drinks/water allowed if brought by the patron.	Follow facility guidelines regarding viewing program. Utilize designated areas for viewing for cleaning protocols.	Lifeguards should not be responsible for monitoring distancing; they must focus on water safety. Educate patrons on risks, new facility guidelines. Sign locker rooms & showers page for add'l info.
Phase Out										
Open at full capacity	Open at full capacity	Follow Industry and facility guidance.	Follow Industry and facility guidance.	Open at full capacity	Follow Industry and facility guidance.	Follow Industry and facility guidance.	Open at Full Capacity	Follow Industry and facility guidance.	Open at full capacity	Facility guidelines, cleaning will likely have changed Update all necessary protocols

## COVID-19 WARNING

The danger of exposure to the coronavirus that causes COVID-19 exists.

By entering the pool facility, you take responsibility for your own protection and for disinfecting your hands on a regular basis. Sanitizing stations will be available.

Do not use the pool if you have a cough, fever, or other symptoms of illness.

Maintain at least 6 feet between you and other people who are not part of your household.

A face covering is required when you are not in the swimming pool

# Stop the Spread of Germs

Help prevent the spread of respiratory diseases like COVID-19.



# How to Protect Yourself and Others

## Know how it spreads



- There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19).
- **The best way to prevent illness is to avoid being exposed to this virus.**
- The virus is thought to spread mainly from person-to-person.
  - » Between people who are in close contact with one another (within about 6 feet).
  - » Through respiratory droplets produced when an infected person coughs, sneezes or talks.
  - » These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
  - » Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

## Everyone should

### Clean your hands often



- **Wash your hands** often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol**. Cover all surfaces of your hands and rub them together until they feel dry.
- **Avoid touching your eyes, nose, and mouth** with unwashed hands.

### Avoid close contact



- **Stay home if you are sick.**
- **Avoid close contact** with people who are sick.
- **Put distance between yourself and other people.**
  - » Remember that some people without symptoms may be able to spread virus.
  - » This is especially important for **people who are at higher risk of getting very sick**. [www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html](https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html)



[cdc.gov/coronavirus](https://cdc.gov/coronavirus)



## Cover your mouth and nose with a cloth face cover when around others



- You could spread COVID-19 to others even if you do not feel sick.
- Everyone should wear a cloth face cover when they have to go out in public, for example to the grocery store or to pick up other necessities.
  - » Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
- The cloth face cover is meant to protect other people in case you are infected.
- Do NOT use a facemask meant for a healthcare worker.
- Continue to keep about 6 feet between yourself and others. The cloth face cover is not a substitute for social distancing.

## Cover coughs and sneezes



- If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Throw used tissues in the trash.
- Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

## Clean and disinfect



- Clean AND disinfect frequently touched surfaces daily. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks. [www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html)
- If surfaces are dirty, clean them: Use detergent or soap and water prior to disinfection.
- Then, use a household disinfectant. You can see a list of EPA-registered household disinfectants [here](#).

# LOCKER ROOMS & SHOWERS

Ratios & Groups	Square Ft/ % Capacity	Sanitation & Cleaning	Hygiene	Check-in/out Procedures	Food & Beverage	Non-Participants	Notes
Red Phase Closed.	NA	NA	NA	NA	NA	NA	
Adhere to group gathering guidelines and 6 ft physical distancing. Masks recommended.	36 sq. ft. per person represents social distancing. 25 people per active use zone if physical distancing not possible.	Clean, sanitize, and disinfect frequently touched surfaces throughout the day. Maintain daily opening and closing sanitation schedule.	Provide for handwashing or sanitizing before and after each activity. Prop open doors where practical; increase air exchange where possible.	Monitor if applicable.	Not allowed.	1 adult per underage minor for assistance only.	
<b>Open Hours</b>							
Adhere to group gathering guidelines and 6 ft physical distancing.	36 sq. ft. per person represents social distancing. 90 people per active use zone if physical distancing not possible.	Clean, sanitize, and disinfect frequently touched surfaces throughout the day. Maintain daily opening and closing sanitation schedule.	Provide for handwashing or sanitizing before and after each activity. Prop open doors when practical; increase air exchange where possible.	Monitor if applicable.	Not allowed.	1 adult per underage minor for assistance only.	
<b>Phase Out</b>							
Open at full capacity	Open at full capacity	Adhere to facility guidelines	Adhere to facility guidelines	Adhere to facility guidelines	Adhere to facility guidelines	Adhere to facility guidelines	Facility guidelines and cleaning will likely have changed. Update all necessary lists and files.

## Face Covering Do's and Don'ts:

### DO:



- ✓ Make sure you can breathe through it
- ✓ Wear it whenever going out in public
- ✓ Make sure it covers your nose and mouth
- ✓ Wash after using

### DON'T:

- ✗ Use if under two years old
- ✗ Use surgical masks or other PPE intended for healthcare workers



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)



**CLEAN  
HANDS KEEP  
YOU HEALTHY.**

Wash your hands with soap  
and water for at least

**20 SECONDS.**

LIFE IS BETTER WITH

**CLEAN  
HANDS**

[www.cdc.gov/handwashing](http://www.cdc.gov/handwashing)



To receive this material free of charge, call 1-800-458-5231. For more information, visit [www.cdc.gov/handwashing](http://www.cdc.gov/handwashing). © 2008 U.S. Department of Health and Human Services. All rights reserved.

# Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:



Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.

\*Seek medical care immediately if someone has emergency warning signs of COVID-19.

Trouble breathing  
Persistent pain or pressure  
in the chest  
New confusion

Inability to wake or  
stay awake  
Bluish lips or face

This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

# What you should know about COVID-19 to protect yourself and others



## Know about COVID-19

- Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person
- The virus that causes COVID-19 is a new coronavirus that has spread throughout the world
- COVID-19 symptoms can range from mild (or no symptoms) to severe illness



## Know how COVID-19 is spread

- You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person.
- You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks.
- You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes.



## Protect yourself and others from COVID-19

- There is currently no vaccine to protect against COVID-19. The best way to protect yourself is to avoid being exposed to the virus that causes COVID-19.
- Stay home as much as possible and avoid close contact with others.
- Wear a cloth face covering that covers your nose and mouth in public settings.
- Clean and disinfect frequently touched surfaces.
- Wash your hands often with soap and water for at least 20 seconds. If you use an alcohol-based hand sanitizer that contains at least 60% alcohol.



## Practice social distancing

- Buy groceries and medicine, go to the doctor, and complete banking activities online when possible.
- If you must go in person, stay at least 6 feet away from others and disinfect items you must touch.
- Get deliveries and takeout and limit in-person contact as much as possible.



## Prevent the spread of COVID-19 if you are sick

- Stay home if you are sick, except to get medical care.
- Avoid public transportation, ride sharing, or taxis.
- Separate yourself from other people and pets in your home.
- There is no specific treatment for COVID-19, but you can see medical care to help relieve your symptoms.
- If you need medical attention, call ahead.



## Know your risk for severe illness

- Everyone is at risk of getting COVID-19.
- Older adults and people of any age who have serious underlying medical conditions may be at highest risk for more severe illness.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)



VALLEY FORGE TOWERS COMMUNITY ASSOCIATION

4000 Valley Forge Circle  
King of Prussia, PA 19406  
610-783-9970  
Fax – 610-783-7683  
[towersclub@comcast.net](mailto:towersclub@comcast.net)

Dear Members and Residents,

Attached please find the Covid-19 Policies and Procedures voted on and approved by Council in a meeting held on Thursday June 11, 2020 via video conference. As we proceed with our reopening, there will be many trials and tribulations to come. It is our hope that these policies give us a starting point which will be amended as needed throughout the process. At this time, we ask that you comply with any requests made by staff immediately for safety reasons. Any disputes or opinions can be discussed at an appropriate time and place with the Manager or Council Member within 24 hours of the occurrence.

Please read thoroughly, if you have any questions please contact the Towers Club Monday-Friday till 5pm at 610-783-9970, [towersclub@comcast.net](mailto:towersclub@comcast.net) and [towersclub4000@gmail.com](mailto:towersclub4000@gmail.com)

In closing, the Management Team and Council would like to thank Greg Waks, the Upper Merion Township Board of Supervisors and Committees who worked on their Covid-19 Policies and Procedures. We found their body of work to be comprehensive, extremely helpful and informative.

Your Management Team,  
Roland, Alex, Charmous and Britt  
Council Members: Sirus, Rose, Richard, Brian, Bob, Bernie, Jay and Sam



## VALLEY FORGE TOWERS COMMUNITY ASSOCIATION

4000 Valley Forge Circle  
King of Prussia, PA 19406

610-783-9970

Fax – 610-783-7683

[towersclub@comcast.net](mailto:towersclub@comcast.net)

## F.A.Q.s

Q: Why can't we sit on chairs on the pool deck?

1. Distancing requirements do not allow enough room for foot traffic and having furniture on the deck
2. Distancing requirements allow 20 bodies in the water at one time (and you may sit on the pool ledge, coping) with your feet in the water 6' feet apart
3. Chairs, tables and lounges are contact points. Once they are touched they are considered contaminated and must be cleaned before use by someone else. We simply could not keep up with that situation.

Q: Can we bring our own chairs?

1. Yes you should think of this as going to the beach, bring whatever you need. Find one of the available areas to enjoy the afternoon! Remember no alcohol on Community Association grounds!!

Q: Are we getting any money back?

1. No, however we are not for profit corporation. Our purpose is to maintain and provide services to the community. We are currently looking at the impact on our budget. Initially we gained ground, however we are now beginning to increase expenses to open and maintain our clubhouse and pool at safe, healthy and distancing standards!



2. At the end of the fiscal year council can use budget surplus for the following:

- To offset the incoming budget
- To build up reserves
- Return to the building

The decision is made when the year end audit is completed.

### What about?

Showers: No, there will be outdoor rinses only

Restrooms: Yes, 2 at a time

Steam rooms: Currently no

Kitchen area: No

Ice and snacks: No

Guests? No, sorry no exceptions

Sitting inside? No

If I won't wear a mask? You can't come in (medical excuse only)

If I won't follow rules? We must close the clubhouse to all

### Q: What about the gym?

1. In order to open we have moved the cardio section into the club/meeting room (due to the virus any activities in the club room are canceled until January 2021 at which time council will review and decide if the room can be used for gatherings again)

### Q: Why can't we use the indoor pool?

1. The virus can survive much longer indoors
2. There are many more surfaces to contaminate
3. There's no way to meet distance requirements

## Facts behind our decisions:

It was mandated by the governor that our facility be closed for health and safety of our residents here at the Towers. We closed our doors March 12<sup>th</sup>.

Since that time 446,000 people have died around the world of the coronavirus, 120,000 in the United States alone. It has not and will not go away until the cure is found. There will be a surge this fall! Many, many more people will be affected in the near future. We care for and about each and every one of our residents and members. If our position in response to the pandemic is wrong, you have been inconvenienced and have a reason to talk. If those who would throw caution to the wind are wrong, (and they are) many more people will die of the virus.

In closing, we are about to enter the green phase. The system of red, yellow and green seems to mislead. There are actually four stages to our recovery, green is the third stage before you go back to unrestricted. There are many safeguards still in place during green phase and we will more than likely stay at green until the cure is found or we learn to live with the virus. Hope this answers some of your questions.



VALLEY FORGE TOWERS COMMUNITY ASSOCIATION

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[towersclub@comcast.net](mailto:towersclub@comcast.net)

Dear Residents,

As we move closer to the Wednesday, July 1<sup>st</sup> opening of the outdoor pool, we are sending you a wavier (see attached) to be completed and sent back to us if you wish to use the pool or gym for the balance of this year. Please note, we anticipate re-opening the gym on Wednesday, July 8<sup>th</sup> and will be sending you information shortly. Please complete the attached wavier as soon as possible, you may scan and email us at [towersclub@comcast.net](mailto:towersclub@comcast.net) or [towersclub4000@gmail.com](mailto:towersclub4000@gmail.com) or fax to 610-783-7683 prior to the 1<sup>st</sup> of July. You may not enter the facility without this wavier completed and in our possession. If you have any questions, please contact us via email or phone and we will do our best to make it as easy as we can.

Thanks,  
Your Management Team  
Roland, Alex, Charmous and Britt



VALLEY FORGE TOWERS COMMUNITY ASSOCIATION

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**WAVIER OF RIGHTS  
PLEASE READ CAREFULLY**

By affixing my signature below, I attest to the following:

I am a legal adult, age 18 or older, able to make decisions for myself. I am aware of the current Coronavirus Pandemic and the health and safety risks involved in any activity. I accept these health and safety risks and hold Valley Forge Towers Community Association and all of its Management, Council, Employees and their heirs for ever more harmless against any actions by the undersigned, my family and heirs or anyone on my behalf.

I will agree to follow all rules and obey all employees of the Community Association when given directions.

- I understand it is necessary to comply immediately with any such directions or requests for my health and safety
- I understand if I disagree with any rule I may speak with Management or Council within 24 hours of occurrence to resolve the issue
- I understand if I bring in any minor as a parent or guardian, I am signing this on their behalf, and I am responsible for their interactions with other residents

I am also signing on behalf of the minors listed below:

---

---

---

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Unit Number \_\_\_\_\_ Building Number \_\_\_\_\_

**TO: All Members of the Valley Forge Towers Community**  
**FROM: Valley Forge Towers Community Association**  
**RE: Outdoor Pool Opening**  
**DATE: June 15, 2020**

.....

Hello Again!

We are finally able to share with you that the Outdoor Pool will open **Wednesday, July 1<sup>st</sup>, 10:00am.**

In order to maintain a safe environment for all, the Valley Forge Towers Community Association has made many changes to our policies and procedures according to CDC regulations. They are covered in a separate document which will be distributed prior to opening the pool.

In the meantime, we want to inform you of some of the major items that have changed:

- The pools hours will be Tuesday-Sunday, 10am-6pm
- There will be contactless entry to enter the Clubhouse
- All residents will have their temperature checked before entering the clubhouse
- You will be required to wear a mask to enter the club to access the outdoor pool and anytime you are using the restroom. Anyone who is unable to wear a mask must provide a note from their physician
- Everyone who is using the pool this season must sign a waiver
- No guests will be permitted this year
- No furniture will be permitted on the pool deck.
- The VFTCA will be removing all lounges, and straightback chairs
- There will be no access to any other part of the Clubhouse, just the restrooms and the outdoor pool.
- The restrooms will have a limit of 2 people at a time.
- Anyone who does not reside in the same household will need to maintain proper social distance
- Parents & Guardians are always responsible for the actions of their children and must be active managers of their children and ensure they understand and respect the safety of others at all times
- No Pool toys or Noodles will be provided
- There will be no snack, soda or ice machines available
- There will be no water fountain available
- There will be no umbrellas available
- There will be no use of the BBQ area, picnic tables, eating area, volleyball net
- No group games will be permitted

For your information, there will be no place to get out of the sunlight or no furniture provided to rest on. Please keep this in mind when you plan your outing.

You will be required to have your Club Card to enter. (Each person in the unit must bring their club card.) If you have any questions or concerns please contact the Community Association office at 610-783-9970 and we will help you through it.

Please be advised that these rules and regulations are subject to change.

Thank you for your patience and attention to this notice and for helping us keep everyone safe as we navigate these unprecedented times.

Your Management Team:

Roland, Alex, Charmous and Britt

Council Members: Sirius, Rose, Richard, Brian, Bob, Bernie, Jay and Sam

## Explanation of PDA Treatment

The Pennsylvania Department of Agriculture (PDA) and its partners, The Pennsylvania State University (PSU) and The United States Department of Agriculture (USDA), are implementing a range of mitigation and control measures in response to the introduction and spread of Spotted Lanternflies (SLF) in southeastern Pennsylvania. Among these control measures is the PDA's program of host-tree reduction, herbicide treatment, pesticide treatment, and season-by-season monitoring of selected properties within the PDA's SLF quarantine.

The PDA selects properties for treatment based, in part, on the potential each property (or aggregate of properties) has to facilitate the unintended transportation of SLF to new areas. Once such properties are identified by PDA field crews, the PDA might 'escalate' one or more of these properties for mitigation treatment. Typically, the sequence of treatment includes:

- The assessment of a property by one of PDA's site assessment crews (**Site Assessment**)
- A recommendation to the PDA's forestry team that a given property be treated (**Escalation**)
- The subsequent (or concurrent) signing of a treatment order by someone charged by that property's owners or managers with the legal authority to do so (Issuance of **Treatment Order**)
- A follow-up inventory of *Ailanthus altissima* (Ailanthus) trees on the property. This includes the marking of each Ailanthus tree with tree paint, and the recording of the location of each tree by a PDA forestry team (**Inventory**)
- The subsequent killing of Ailanthus trees with a systemic herbicide (and occasionally the physical removal of some trees—only those trees manifestly hazardous to human safety), or the pesticide treatment of still-living trees with a systemic (internally translocated) pesticide. This final step of PDA's treatment is usually carried out by a private arborist or tree-care professional, working under a contract granted by the PDA (**Treatment**)
- A final inspection of the property by a PDA forestry crew (**Quality Control**)

This process outlined above, called 'treatment' in short, is a powerful tactical tool designed to significantly minimize the destructive impact of SLF to the agricultural and forest resources of our Commonwealth. The participation of both engaged citizens and forward-thinking institutions facilitates the protection of Pennsylvania's vital economic and environmental resources. And the PDA looks forward to the cooperation of all citizens in this important work.

Pennsylvania Department of Agriculture  
1862 Tollgate Road  
Palm, PA 18070



8. *Ailanthus altissima* trees which are not cut down or killed with herbicide will be treated with the insecticide Dinotefuran. These trees will be marked for this treatment with a red circle.
9. Further surveying of Dinotefuran-treated trees will be conducted by the Department or its agents to determine efficacy of treatment on spotted lanternfly. Re-treatment and survey in subsequent years is possible.
10. Any new trees or regrowth of the host tree *Ailanthus altissima* will be reported to the Department for action. The treatment, removal and disposal methods are not a guarantee that all the Spotted Lanternfly adults, nymphs and egg masses will be eliminated from the property.

As the property owner you may provide the required treatment at your own expense as long it meets the requirements of the Department and is verified by the Department to be complete.

Please initial your decision to treat the identified property according to the Department's requirements or if you prefer for the Department, or its agents, to treat at the Department's expense.

\_\_\_\_\_ I will complete the treatment of the identified property during the appropriate treatment window.

\_\_\_\_\_ I consent to have the Department complete the required treatment by designated staff or contractor of the Department.

By signing this document, you agree to allow the Pennsylvania Department of Agriculture and its agents access to your property to perform the activities mentioned above. The undersigned signatory verifies, certifies, represents, affirms and warrants to the Commonwealth of Pennsylvania, Department of Agriculture, Bureau of Plant Industry, that she/he has the power and authority to authorize treatment activity on this property.

\_\_\_\_\_  
Owner or authorized figure Signature and date

\_\_\_\_\_  
PA Dept. of Ag. Agent Signature and date

\_\_\_\_\_  
Owner or authorized figure Print Name

\_\_\_\_\_  
PA Dept. of Ag. Agent Print Name

\_\_\_\_\_  
Renter/Leaser Signature (If applicable)

\_\_\_\_\_  
Renter/Leaser Print Name (If applicable)



**If I can wear one, so can you!**



**Please do not enter the building  
without your mask!**

Everyone should wear their PPE's



**It's not over yet!**  
**Please continue to be vigilant**

**SOCIAL  
DISTANCING  
& MASKS**

**REQUIRED**

**for groups of 2 or  
more around the  
fountain area**