

Silver City Blues

Return To Pool Guidance

Version 8 : 23/8/21



Version Control

| Version | What has changed | Date | Author |
|---------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|--------------------------------|
| 1 | Original | 14/09/2020 | Brian Bain |
| 2 | <ul style="list-style-type: none"> Requirement for coaches and COVID officers to wear face coverings on poolside at ASV. | 16/09/2020 | Jenny Brown |
| 3 | <ul style="list-style-type: none"> RGU Video Added. Procedures for ASV updates. | 20/09/2020 | Brian Bain |
| 4 | <ul style="list-style-type: none"> Procedures for Bucksburn added. Booking section updated. Addition of RGU COVID App requirements for COVID Liaison Officers. Video section updated | 5/10/2020 | Callum Scullion/ Brian Bain |
| 5 | <ul style="list-style-type: none"> 2nd/3rd booking rules updated. Removed 24 h payment cancellation requirement. Showers may be used at Bucksburn Restriction on numbers in RGU changing rooms removed. | 7/11/2020 | Callum Scullion/ Brian Bain |
| 6 | <ul style="list-style-type: none"> Complete Update for restart of training in May 2021 | 9/5/2021 | Brian Bain |
| 7 | <ul style="list-style-type: none"> Removal of COVID Officer requirement | 9/6/2021 | Jenny Brown |
| 8 | <ul style="list-style-type: none"> Update of Procedures at RGU & Bucksburn | 23/8/21 | Brian Bain |

Introduction

This document has been produced to give members of the club a single reference for how we will operate while COVID-19 restrictions and other changes to our normal training regime are in place. It has been updated to reflect the arrangements for the restart of training following Scotland's 2nd national lockdown. It will be updated as the club and the pool operators change their procedures and when session times change.

Along with all other aspects of our lives, COVID-19 will influence how we organise training sessions. While the Scottish Government has sanctioned the opening of pools, not all will open at the same time meaning that clubs will generally have less pool time. The club will initially operate with two 1 hour sessions at RGU and one 1½ hour session at Bucksburn. The numbers of swimmers who can train in a lane will be less than pre-COVID and this means it will not be possible, in the short term, for members to turn up for whichever session they want. Instead, we will continue with a booking system similar to the one operated between September and December 2020.

The objective of the club is to provide a safe training environment for all swimmers as they return to training and to do so at a cost which is the same as before the current restrictions. The booking system is intended to ensure that everyone has access to at least one session per week and we meet, or get close, to the designated capacity so that the income is maximised.

Please read the following document to familiarise yourself with the revised arrangements. It is important that we all make our best efforts to comply with them and support each other and the club generally.

Session Times and Rates

Details of the current sessions and rates are:

| Pool | Day & Time | Capacity | Arrive at Pool by | Standard Rate | Concession Rate |
|-----------|-----------------------|-------------------------|-------------------|---------------|-----------------|
| RGU | Wednesday 18:00-19:00 | 4 lanes/ 16 swimmers | 17:50 | £3.50 | £2.50 |
| Bucksburn | Thursday 20:00-21:30 | 5 lanes/ 20 swimmers | 19:55 | £5.00 | £3.50 |
| RGU | Saturday 8:00-9:00 | 4 lanes/ 16 swimmers | 7:50 | £3.50 | £2.50 |

The concession rate may be claimed in accordance with the clubs' [inclusiveness policy](#).

Please notes that these costs will be reviewed by the committee on a regular basis and may have to be increased if sessions are consistently below capacity.

Paying for Sessions

During this period the club has set up a Pay-As-You-Go System because it may not be possible to allow members to train at all sessions they previously have been able to.

Payments should be made on a weekly basis by bank transfer to the clubs account (Sort Code: 80-05-17 Account Number: 00834073). When making a payment, please use the word "Training" in the reference. This will help monitoring of payments.

Booking Sessions

Silver City Blues will be operating a booking system for sessions to control attendance numbers in line with COVID guidelines and Scottish Swimming policies. This will operate from a simple online 'doodle' poll system.

You will be able to book sessions via the Doodle Poll link on the " COVID-19 Return to Training" page of the club's website <http://www.silvercityblues.org.uk/covid/>

System

From around lunchtime on Saturdays, you will be able to book your favoured session for the week ahead (please do not select more than one session at this stage). If the system has been overbooked, those first to book the slot will get first option on their preferred slot (please follow the instructions below to avoid overbooking and being disappointed).

After **Monday at 10 PM**, you may select as many sessions as are available that week.

Please follow these guidelines to submit your booking correctly and avoid disappointment:

Booking on a Computer

- 1 Click on the link available on the "[COVID-19 Returning to Training](#)" page for the set of sessions in question.

Training Week Commencing 5th October
by SCB Bookings • 9 days ago • Print

[Add to Stack](#)

Sessions Details

Wednesday | RGU | 18:00-19:00 | 4 lanes/16 swimmers | £3.50 (or £2.50 discount)

Thursday | Bucksburn | 20:15-21:45 | 5 lanes/20 swimmers | £5.00 (or £3.50 discount)

Saturday | ASV | 10:30-12:00 | 5 lanes/20 swimmers | £6.50 (or £5.00 discount)

You will initially have 1 vote for your preferred session this week. Later in the week, a follow up email will be sent enabling a vote for any additional slots, on a first come first serve basis.

If you cannot attend the session, please uncheck your vote or inform a member of the committee as far in advance as possible to remove your vote. If you do not let us know you cannot attend with sufficient notice to find a replacement for the

[Read more](#)

| | RGU Wednesday (6-7 pm, £3.50/£2.50) - Limit 16 | Bucksburn Thursday (8:15- 9:45 pm, £5/£3.50) - Limit 20 | ASV Saturday (10:30 am-noon, £6.50/£5) - Limit 20 |
|-----------------|---------------------------------------------------------|------------------------------------------------------------------|------------------------------------------------------------|
| 5 participants | ✓2 | ✓2 | ✓1 |
| SCB Meet | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Laura R | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Jenny Brown | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Gillian M | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Callum Scullion | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Brian Bain | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

[Turn on calendar sync](#) [Send](#)

- 2 In the blue, highlighted box, please type your name:

| | RGU Wednesday (6-7 pm, £3.50/£2.50) - Limit 16 | Bucksburn Thursday (8:15- 9:45 pm, £5/£3.50) - Limit 20 | ASV Saturday (10:30 am-noon, £6.50/£5) - Limit 20 |
|---------------------------------------------|---------------------------------------------------------|------------------------------------------------------------------|------------------------------------------------------------|
| 5 participants | ✓2 | ✓2 | ✓1 |
| <input type="text" value="Your Name Here"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

- 1 Please check the number next to the blue tick at any session that you want to attend, prior to selecting that session – please do not exceed the limit for that session (Doodle will not prevent overbooking, but you will not be allowed to swim):

| | RGU Wednesday (6-7 pm, £3.50/£2.50) - Limit 16 | Bucksburn Thursday (8:15- 9:45 pm, £5/£3.50) - Limit 20 | ASV Saturday (10:30 am-noon, £6.50/£5) - Limit 20 |
|---------------------------------------------|---------------------------------------------------------|------------------------------------------------------------------|------------------------------------------------------------|
| 5 participants | ✓2 | ✓2 | ✓1 |
| <input type="text" value="Your Name Here"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

- 2 Click the session that you want to go to and the send button will turn green. You can click your selection to undo your vote and then click on another session if you made a mistake.

| | RGU Wednesday (6-7 pm, £3.50/£2.50) - Limit 16 | Bucksburn Thursday (8:15- 9:45 pm, £5/£3.50) - Limit 20 | ASV Saturday (10:30 am-noon, £6.50/£5) - Limit 20 |
|-----------------|---------------------------------------------------------|------------------------------------------------------------------|------------------------------------------------------------|
| 5 participants | ✓2 | ✓2 | ✓1 |
| Your Name Here | ✓ | ☐ | ☐ |
| Laura R | ☐ | ✓ | ☐ |
| Jenny Brown | ✓ | ☐ | ☐ |
| Gillian M | ✓ | ☐ | ☐ |
| Callum Scullion | ☐ | ☐ | ✓ |
| Brian Bain | ☐ | ✓ | ☐ |
| | | ✓1 | Send |

- 3 When happy, click Send.
- 4 You have submitted your session; you can go back to the poll and check it if you want.
- 5 If you have to cancel the session, you can try to edit the link (if using the same device and it recognised your previous activity), or you can email silvercitybluetraining@gmail.com and we will delete your vote and free up the slot for others to book.

Booking on a Mobile Phone/Electronic Device

- 1 Click on the link on the training page, which will lead to the doodle poll.
- 2 Once you click on the link, you will be taken to a page that looks like this (there is normally a lot of advertising at the top of the page):



- 3 As you scroll down you will start to see details and voting options (note that you may have to scroll below ads to see all voting options).

- 1 Once you have read all options, type your name in to the empty name box:

6 participants



- 2 Vote for the session you want to go to, then click send:

RGU Wednesday (6-7 pm, £3.50/£2.50) -
Limit 16 

 3 votes

 1

- 3 You have submitted your preferred session. You should be able to check the link/booking again.
- 4 If you have to cancel the session, you can try to edit the link (if using the same device and it recognised your previous activity), or you can email silvercitybluestraining@gmail.com and can delete your booking and free up the slot for others to book.

Booking Additional Sessions for the Week

After 10 PM on a Monday for additional sessions (computer or other device):

- 1 Follow the link on whatever device you prefer, via the training page.
- 2 Follow the steps above, with an additional booking.
- 3 If your device recognises your previous booking, you can edit your previous nomination for additional bookings under the same name.
- 4 If your device does not recognise your previous booking, you may have to put a second/third entry for your name as previously done – in this case, just vote for your new session(s), as your old session will still be there under your old name.

Any questions/problems

Please contact e-mail silvercitybluestraining@gmail.com or contact Brian or Jenny, and we will do our best to rectify and/or clarify. We may have to update this guidance as we continue.

COVID Lead Officer and COVID Liaison Officers

One of the requirements of Scottish Swimming is that each club must have a person appointed as a Lead COVID Officer with responsibility for setting up and monitoring club activities and liaising with Scottish Swimming. SCB's Lead COVID Officer is Jenny Brown.

As of 7th June 2021, the club are no longer required to have a COVID liaison officer on poolside during sessions. Risk assessments have been updated accordingly.

Risk Assessments

Risk assessments have been prepared for each of the pools we use. The main purpose of these is to document the procedure we will follow to reduce the risk of transmission of the virus during a session

and to satisfy ourselves, the pool operator and Scottish Swimming that the risk have been reduced to a level which is as low as reasonably practicable.

The risk assessments are available [here](#) and will be updated as deemed necessary.

Videos

Videos for RGU and Bucksburn can be mailed to members. If you have lost the link, then you can request it from any member of the committee.

Rules and Guidance For Training Attendance

As you will be aware, there will be many new procedures to follow when attending training sessions. These vary slightly between pools and we can expect that they will change with time. They may gradually reduce but we should expect that there will be some COVID-19 related rules for many months to come. These rules and guidance are based on information provided by Scottish Swimming which has been approved by the Scottish Government. The individual pools have set up their own requirements and while we will comply with these there are a few variations to make them more specific to masters swimmers and the way the club operates.

A set of rules has been set out for each pool to reflect the way they want to operate their facility. Many of these rules will be common but some are specific to the pool.

Robert Gordon University

| Phase | Rules and Guidance |
|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| General | <ul style="list-style-type: none"> Members must not attend training if they or a member of their household have any symptoms of COVID-19. |
| Arrival at Venue | <ul style="list-style-type: none"> You must follow signage for one-way system and instructions provided by RGU. This includes adhering to physically distanced queuing system and arrival on time to the facility to allow access. Face coverings to be worn by swimmers in all areas except the pool hall. |
| Changing | <ul style="list-style-type: none"> Members to arrive at RGU 'swim ready' — this means arriving with swimming costume / trunks already on under clothing to minimise the time spent in the changing room. Face coverings must be worn Lockers and keys to be wiped down before use (disinfectant and wipes will be provided). Flip flops or other clean indoor footwear must be worn in changing areas 10 minutes max in changing rooms (showers can be used). |
| Training | <ul style="list-style-type: none"> The coach must wear a face coverings on poolside. Maximum of 4 swimmers per lane. Swimmers to give others space at the end of each lane to avoid overcrowding Swimmers to take water bottle to training, facility vending machine or water fountain will not always be available at RGU. |
| Changing | <ul style="list-style-type: none"> Face coverings must be worn. Lockers and keys to be wiped after use Flip flops or other clean indoor footwear must be worn. 10 minutes max in changing rooms (showers can be used) |
| Leaving Venue | <ul style="list-style-type: none"> Follow signage for one-way system and instructions provided by RGU. Face coverings must be worn |

Bucksburn

| Phase | Rules and Guidance |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| General | <ul style="list-style-type: none">• Members are instructed not to attend training if they or a member of their household have any symptoms of COVID-19 |
| Pre-Training | <ul style="list-style-type: none">• Face coverings to be worn on arrival in the building until entry to the water |
| Training | <ul style="list-style-type: none">• The coach must wear a face coverings on poolside.• Maximum of 4 swimmers per lane.• Swimmers to give others space at the end of each lane to avoid overcrowding• Take water bottle to training, and do not assume that facility vending machine or water fountain will always be available at Bucksburn. |
| End of Session | <ul style="list-style-type: none">• Face coverings to be worn when leaving the water until exiting the building. |