



City of Leeds Swimming Club

City of Leeds Swimming Club – New Year Meet Operation Briefing- Saturday 8th & 9th January 2022

- There will be a maximum of 350 spectators permitted in the building due to current Swim England Covid guidance. Wrist bands will be sold to the first 350 people that queue. After this there will no one else permitted in the building. If you are over 350 you can buddy up with other parents to use their wrist band on their exit from the building. There will be one set price for entry ALL DAY of £10.00.
- AM sessions: Arrive - 07:40, Warm Up - 0800, Start - 09:00.
- PM sessions: Arrive – 12:45, Warm Up – 13:00, Start - 14:00.
- Swimmers who have competed in session 1 can stay inside the building where necessary keeping safe distances from other people.
- Sanitiser will be at all entry and exit points.
- Entry and Exit will through the main entrance of the Aquatics.
- For warm up there will be a male and female split warm up dependent on first event.
- There will be NO one way system in place, all swimmers, coaches, officials, volunteers are asked to keep a safe distance between each other when passing.
- Face masks are always strongly encouraged to be worn by all people entering the building, except when swimmers are warming up or competing.
- Swimmers, coaches, team managers and volunteers are encouraged to stay within their designated area
- Where a customer reports symptoms or suspects they have been exposed to COVID- 19, they will politely be asked to leave. The customer will be advised to go home and follow government guidance regarding self-isolation and the Test and Trace Policy. The area will be isolated and cordoned off until it can be deep cleaned.
** If the covid safe control measures have been adhered to, staff are not required to be sent home. Records will be maintained for 21 days for Test and Trace purposes.*
- All swimmers, coaches and volunteers must complete a Return to Competition Health Declaration form – this must be returned via the swim club. Before entry, club coaches / team managers will be required to sign to confirm that all forms have been received back.
- Swimmers, coaches, and volunteers attending the event have been encouraged to take a Lateral Flow test within 24 hours prior to attending the gala. Anyone with a positive Lateral Flow test should follow government protocol and not attend the gala, nor should any of their close contacts, unless a negative lateral flow test has been achieved prior to attendance.
- Per current government protocols, anyone with any symptoms of Covid should not attend the gala. Coaches and volunteers are encouraged to check in using the NHS Test and Trace App where available. Clubs are responsible for keeping a record of the swimmers who attend the gala and their close contacts within the club.
- Per current SE guidelines. Should an individual have demonstrated any such symptoms related to Covid, they must not participate. Instead they should follow NHS and PHE guidance on self-isolation. If an individual is symptomatic and/or living in household with possible Covid-19 infection they should follow NHS/PHE guidance on self-isolation and testing. In addition, any participants who have been asked to isolate by NHS Test and Trace, must not exercise outside their home or garden and must not exercise with others. Under no circumstances can a swimmer who has been instructed to self-isolate by a health care practitioner or PHE participate at a swimming competition.



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Should participants have had Covid-19, a clear period of self-isolation and appropriate training time to allow for safe competition needs to have been completed.

- A series of procedures are in place for the gala so that social distancing is applied where possible and prevention of spread is minimised throughout the marshalling and racing process. This means that, in the case of a positive test, the affected group should be within a single club and isolation requirements should be determined by the club based on the bubbles used in seating.
- Sharing of equipment is restricted wherever possible.
- Coaches and Swimmers will bring their own equipment which must be disinfected prior to attendance.
- Kit boxes will not be provided.
- Coaches and Athletes will take all personal equipment home with them after competing and disinfect after use at home.
- Swimmers must have a clearly identified drinks bottle. Drinks will not be shared at any time
- Swimmers, Coaches, Officials and Volunteers will be reminded if they need to cough or sneeze, they should cover their nose and mouth or sneeze/cough into a bent elbow and immediately wash their hands in all cases with soap and water in the toilet area or in the chlorinated water if swimming. Alternatively cough or sneeze underneath the water surface.
- Athletes are asked to arrive “beach ready” for the warm up, they will leave their clothes in their club’s designated area. Competitors will be permitted to change into race costumes after their warm up in individual changing cubicles.
- Water fountains are available for use, however should only be used to refill personal drinks bottles and not used to drink directly from the fountain.
- All users groups for the competition will be encouraged to maintain personal hygiene and safe distancing measures.
- All user groups for the competition will be encouraged to keep a safe distance from others in communal areas.
- Swimmers are all registered members of Swim England.
- Competition technical rules, ‘event conditions’, have been developed in addition to the Risk Assessment. Conditions have been submitted to the appropriate Swim England Regional Licensing Officer with the licensing application.
- A list of event timings has been distributed, and swimmers will arrive to warm up, race and depart as close to their event time where possible.
- Entries and withdrawals have been accepted online in advance of competition. No entries are to be taken on the day.
- There will be no formal presentations made, medals will be able to be collected from the score board end by each Club’s Team Manager or Coach.
- Start sheets will be given to each coach and TM and Marshalls - they will not be displayed.
- Start Sheets and results will be available on the City of Leeds website www.swimleeds.org.uk



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