

Vergennes Sam Fishman’s Municipal Pool and Safety Requirements
Standard Operating Procedure

Implementation Date: July 1, 2020

Revision Date: August 1, 2020 (Phase III)

Purpose: To create standards that coincide with State and Federal guidelines for protecting individuals occupying the Vergennes Sam Fishman’s Municipal Pool upon its reopening related to the coronavirus (COVID-19) pandemic.

1. Social Distance

- a. All customers and employees (individuals) must stay 6 feet apart at all times;
 - i. Including within the pool and on the pool decking;
 - ii. Exception: Individuals who are visiting the pool using the same Family Pass are not required to maintain a 6-foot social distancing separation.
- b. Only one individual is permitted in the bathroom at a time;
 - i. Exception: Parent helping a child in the bathroom;
- c. Ten (10) feet diameter social distancing circles that are six (6) feet apart have been drawn on the pool deck. Customers on the pool deck shall stay within a specified social distancing circle;
 - i. Only one household shall occupy a social distancing circle;
- d. All customers and employees must wear a mask when entering and existing the pool area.

2. Occupancy:

- a. No more than thirty (30) individuals shall occupy the pool complex at any given time.
- b. No more than five (5) employees shall be present at the pool complex during open swim periods.
- c. Regardless of any potential future changes to the number of individuals permitted to gather in one place, no more than thirty (30) individuals will be permitted in the water at any given time in order to maintain appropriate social distancing. No exceptions with regard to family members who are not required to maintain a social distance or parents holding their small children.

3. Registration:

- a. Customers must obtain a season pass in order to use the pool; no daily passes will be made available this year;
- b. Season passes that are purchased after 2PM will have to wait until the next business day to utilize their pass;

- c. Once a customer has a season pass, they will be registered into the city's registration system and be able to reserve time slots;
 - d. Customers can only register for one (1) time slot per day with the exception of lap swim, senior swim, and water aerobics;
 - e. Time slots for the subsequent day will be accessible up until one week prior;
 - f. Customers who cannot attend a registered time slot should cancel to allow other customers to sign up for that unused time slot;
 - i. The City of Vergennes has the right to cancel a reservation if customers do not show up 30 minutes into their registered time slot;
 - g. Employees shall pickup or be provided the registration list for the subsequent day by 4:30PM on the day prior;
 - h. Employees shall ensure that each customer who enters the pool is on the registration list for the time slot they have arrived to occupy;
 - i. Employees shall conduct temperature checks on all customers as they arrive. Any customer with a temperature in excess of 100.4° F (38° C) will not be allowed access to the pool complex and will be sent home.
4. Cleaning:
- a. At the conclusion of each time slot, employees shall be allotted time to sanitize the entire pool area prior to the initiation of the next time slot;
 - b. Employees shall be responsible for sanitizing all areas that are touched by individuals, including but not limited to:
 - i. Doorknobs;
 - ii. Light switches;
 - iii. Bathrooms;
 - c. Surfaces itemized to be cleaned in 3(a)(i) through 3(a)(iii) will be specified in Appendix A. **All items in Appendix A must be cleaned at the conclusion of each time slot.**
5. Changing rooms:
- a. Changing rooms will be closed;
 - b. The use of the changing room area is for bathroom use only;
 - c. An outdoor shower will be installed for swimmers to rinse prior to and after use of the pool
6. Washing hands:
- a. All individuals are required to wash their hands with soap and water when entering and subsequently occupying the pool area; hand sanitizer will be provided on the pool deck for such use.
7. Monitoring:
- a. Employees shall be responsible for monitoring and ensuring this policy is strictly adhered to.

8. Signage:
 - a. Signage that coincides with this policy must be posted in all applicable areas.
9. Sick:
 - a. Under no circumstances shall anyone experiencing cold or flu-like symptoms or who has a fever be allowed to enter the pool complex.
 - i. Any employee who develops cold or flu-like symptoms or a fever shall stay home and call the City Manager immediately.
10. VOSHA Training:
 - a. All pool employees and volunteers are required to successfully complete the COVID-19 VOSHA training course.
11. Noncompliance:
 - a. The city may revoke pool access to any individual or group that does not comply with the pool rules, regulations, and/or procedures.
12. Water Aerobics:
 - a. Participants must have a season pass or aerobics only pass in order to participate in weekly classes;
 - b. Registrations must be made online using Omnify;
 - c. Participants are responsible for bring their own equipment (i.e. pool noodle);
 - d. Participants must maintain a 6-foot social distancing separation in the pool;
 - e. If classes are canceled due to bad weather or unforeseen issues (i.e. pump failure), they will not be made up.
13. Revisions:
 - a. All rules and procedures are subject to change without notice.