



**AQUATIC SPORTS ASSOCIATION OF JAMAICA**  
COVID-19 Protocols – Swim Meets

# STATEMENT

The National Aquatic Centre has been and still is a COVID-19 free facility since we resumed operations on Monday, July 27, 2020.

In addition to the existing protocols, the following measures outlined will be implemented and enforced to keep all swimmers, officials and volunteers safe during the hosting of a swim meet.

Failure to comply with the measures will result in penalty, up to and including removal from the facility/competition.

# EXISTING PROTOCOLS

- All attendees MUST always wear a face mask during the meet.
- The temperature of all attendees will be checked before entry is allowed
- Hands must be sanitized upon entry into the lobby.
- Social/Physical distancing (6 feet) must always be observed in the facility – this includes, but is not limited to the following areas:

# EXISTING PROTOCOLS

- The pathway leading up the lobby.
  - In the stands (N.B. Seating will be on alternate rows).
  - On the Deck.
  - Under the Timekeepers' tent.
  - In the Bathroom and Changing rooms.
  - In the Announcers' booth.
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- The lobby will remain a sterile area.
  - No physical contact between competitors during the meet. The usual contact between teammates in the sport is to be avoided, (e.g. hi-fives, handshakes, hugs, etc.)
  - Entry and exit to the facility will be carried out via separate doorways
  - There will be no spectators

# PROTOCOLS

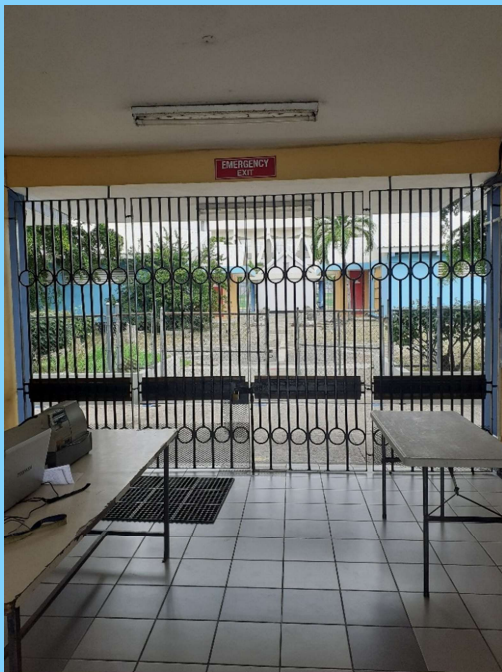
- In addition to the existing protocols we have adapted a simple acronym for all persons attending Swim Meets to remind attendees of the need to be careful and STAY SAFE . Internationally, during this COVID-19 pandemic, the countries with Women leaders have handled the pandemic much better, so will use the word WOMEN to reinforce the message i.e.
- **W**- Wash and Sanitise your hands regularly
- **O**- Obey Social/Physical distancing (6 feet) at all times
- **M**-Mask up and always wear it properly
- **E**- Exercise and Rehydrate well
- **N**- No Crowding

# ATTENDEES

- Clubs *may* be assigned a specific entry time (15 minutes) in which they are allowed to enter the facility
- Depending on numbers two entrances *may* be used, that is the Lobby and the Gate by The Diving pool.
- \*All clubs except Speedos & Tornadoes would use the main entrance by the lobby.
- On entry Swimmers must go directly to their team tent

# Entrances

**Lobby Entrance**



**Gate at Diving Pool**



# ATTENDEES

- Swimmers will not be permitted to use the bathroom facilities to change before or after their races. The only exception will be Swimmers with Racing Suits who will be allowed to use the Changing room for a brief period to put on and take off their gears just before and after a race.
- Swimmers MUST arrive at and depart the venue in competition gear.
- No deck changing will be allowed.
- No showering will be allowed (except for the shower stalls on the pool deck). Where the bathroom facilities must be used it should be done adhering to strict social distancing. This area will be monitored by staff to ensure compliance.
- Swimmers should leave the facility within 15 minutes of their last race (allowing for warm down only) if a swimmer chooses not to warm down they must depart immediately
- Alternately Swimmers must remain under their tents for the remainder of the meet after they have swum their last race.



# OFFICIALS

- **A mask must be worn at all times.**
- The only exceptions being when:
  - a) The Referee briefly removes his/her mask to blow the whistle.
  - b) The Referee and/or Starter may remove their masks briefly to issue instructions to a Swimmer at the start of a race. However, face shields will be provided for both persons.
- All Officials must bring their own writing instruments (e.g pens/pencils).
- All other equipment, clipboards, stopwatches etc. will be sanitized prior to distribution.
- No sharing of equipment is allowed. If there is a switch in Officials, ample time must be allowed to ensure that the equipment for the new Official is sanitized.
- Only two Officials will be allowed at the Officials tent at any time.
- Deck Officials must function and operate on the deck at least six (6) feet apart.



# OFFICIALS

- The control booth will have only two (2) Officials, as the Announcer will be relocated upstairs to ensure social distancing. ALTERNATIVELY the Announcer's booth will be reconfigured to allow for only the three (3) operators to conduct their duties.
- DQ slips should be placed in the 'mailbox' slot as no visitors will be allowed into the announcer's booth. DQ slips will be sent to the respective clubs within ten (10) minutes as soon as the announcement is made via print or electronic media (i.e. Whats app).
- **N.B. The telephone number of one person from each club must be submitted with the Attendance register one (1) week in advance.**
- Concerns/queries should be logged and submitted to the volunteer at the door and a response will be provided thereafter via print or electronic media (i.e. Whatsapp).
- Absolutely no one will be allowed in the Announcer's booth.

# TEAMS

- The Attendance Register must be completed by all clubs and submitted at least one week before the competition.
- The names of all Swimmers, Coaches, Timekeepers and chaperones must be submitted to the ASAJ at least one (1) week prior to the meet.
- The name and telephone number of a contact person from each Team must be submitted along with the Attendance Register.
- No unregistered person will be allowed to enter the facility.
- All team members must remain in their assigned tent areas.
- No gathering or visits to other Teams' tents are allowed.
- Each Club must provide sanitization for their own tent.

# COMPETITION

- There will be a maximum of 100 swimmers
- Only a maximum of four (4) volunteers (Coaches and Parents) from each club will be permitted at the meet. The duties of these adults will include timekeeping, monitoring of bags/property, ensuring protocols are followed while under the tent, preparing of swimmers for races and monitoring of warm down activities.
- The number of Officials per club to be assigned duties, will be done by a ratio basis depending on the number of Swimmers participating.
- Announcements regarding the protocols will be aired over the PA system repeatedly throughout the meet between 10-15 minute intervals.
- There will be a designated Marshall(s) who will patrol the venue to ensure that all the protocols are being observed.
- No person should walk on the deck separating the two pools during the competition.\* Entry should be on the deck by the southern end at the diving tower. \*\*
- During competition, only the eight (8) Timekeepers and designated Deck Officials should be at the finish area.

# COMPETITION

Deck between 25M & 50M Pools



Deck by Diving tower



# COMPETITION

- Only eight (8) swimmers for the next race are allowed under the tent behind the timekeepers' chairs. Chairs for the Timekeepers' must not be moved, and six (6) feet social distancing must be observed.
- Swimmers must sanitise their hands before each race.
- Swimmers going to race should walk in front of the stands and enter the deck at the opposite end of the starting position.\*
- Swimmers returning from a race should walk behind the stands.\*\*

**N.B. At all times the pedestrian areas must remain clear.**

- Swimmers leaving the pool should not traverse the Timekeepers but should walk using the side steps/ramp and head to their tents (walking behind the stands).\*\*\*

# Walkways

**In front of the stands \***

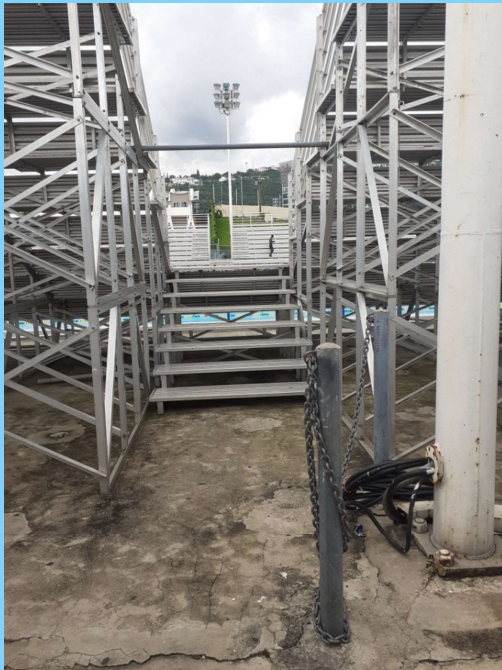


**Behind the stands \*\***



# Stairs behind stands\*

Western side



Eastern side





# Exit points (after leaving Pool deck) \*\*\*

**Ramp by Western side**



**Stairs by Eastern side**



# COMPETITION

- Swimmers for the start of a race should observe the following rules:
  - Swimmers called for a race should be waiting behind the blocks. \*
  - Swimmers waiting at the Northern end (near) for the next heat should be standing behind the timekeepers on the designated markers.\*\*
  - Swimmers waiting at the Southern end (far) for the next heat should be standing six feet behind the blocks on the designated markers.\*\*\*
  - **N.B. The hands of all Swimmers will be sanitized/washed just before their race.**

# Swimmer at the blocks\*\*\*

Near end



Far end



# Swimmer waiting at near end for next race

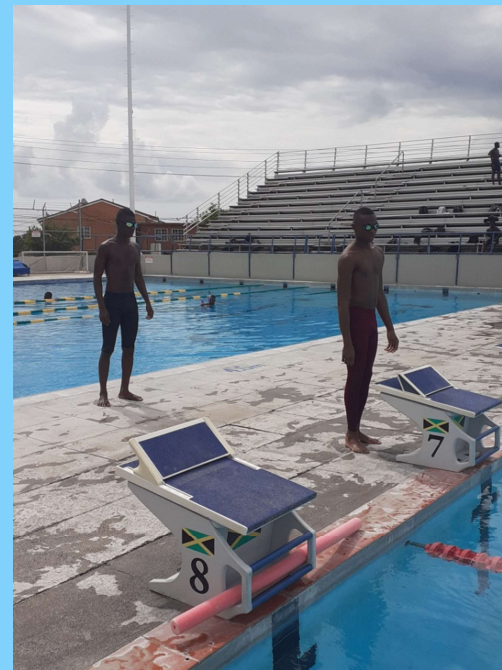


# Swimmers waiting for next race at the blocks

Near end \*\*



Far end \*\*



# COMPETITION

- Swimmers at the end of a race should observe the following rules:
  - *Remain on the left side of the lane to enable overhead starts. \**
  - *Wait on the Officials for instructions to exit the pool. i.e. (Lanes 1-4) to the left of the scoreboard & lanes (5-8) to right or as determined by the Official. \*\**
- Swimmers waiting on upcoming heats will queue as follows:
  - *On the pool deck of the Western stands (Tornadoes) for Lanes 4 -1 in that order.*
  - *On the pool deck of the Eastern stands (Speedos) for Lanes 5 – 8 in that order.*

***N.B. There will be more than one (1) Heat waiting in line on the deck***

End of Race

Swimmers  
waiting on left  
side of lane for  
overhead start



End of a race

Swimmers  
awaiting  
instructions to  
exit the pool.





# Swimmers awaiting another heat on the deck

**Western side  
(Lanes 4,3,2,1)**



**Eastern side  
(Lanes 5,6,7,8)**



# COMPETITION

- The Starter, Referee or Deck Official will be required to place a marker on the block which has no swimmer(s) for the start of a race
  - **N.B. There will be volunteers to assist the swimmers with the process of queueing for heats**
- After the race swimmers must return immediately to their designated tents or the warm down pool. After warm down swimmers must return to their tents.
- One volunteer/Coach from each club will be required to monitor the swimmers of their club warming up/down from the diving pool stands.
- Starting blocks will be sanitized before the competition begins and continuously, during the competition and at the end.
- There will be at least two (2) lifeguards assigned for duties.

# FACILITY

- Seating in the stands will be on alternate rows.
- Each team will be assigned warm up and warm down lanes and times in the pool. Swimmers may not use lanes for which their team has not been assigned.
- Where necessary, warm up times may be staggered, and opposite ends of the pool may be used simultaneously.
- The bathrooms behind the stands will remain closed to Swimmers and Coaches and will be for officials only.

# FACILITY

- All teams will be required to erect their Tents properly, in order to provide adequate tent space to allow for proper social distancing
- Tents must be erected at least forty (48) hours prior to the start of the meet
- The stands will be washed the day before the meet.
- Clubs will be responsible for sanitizing the stands they occupy.
- There will be a restriction in the amount of persons jointly using the Changing rooms.

# WARM-UP & WARM-DOWN RULES

- Clubs will be assigned warm up and warm down lanes and times
- Swimmers may not use any equipment or bring water bottles to the pool area
- Swimmers may not congregate around the pool before, during or after warm up/warm down
- Warm-up will be carried out with only 10 swimmers per lane (50m) and 5 swimmers (25m) per lane in keeping with the current approved protocols for the National Aquatic Centre.
- There will be no diving from the blocks during Warm up.
- Teams may circle swim in a lane during the warm up.

# MEDICAL

- There will be a Medical post manned by qualified personnel to treat with injuries (Trailer Room #4)
- The number of Medical personnel in the post will be determined by the size of the meet.
- There will be a minimum of two (2) Medical practitioners/staff members at any time.
- There will be an ambulance on site for the duration of the meet.
- There will also be a separate ISOLATION room assigned for patrons who show signs of COVID-19 symptoms during the meet (Trailer Room #1)

# Medical Stations

**Isolation Room (Trailer# 1)**



**Medical Room (Trailer# 4)**



# FOOD & REFRESHMENT

- There will be the sale of “grab n go” food items for the duration of the event.
- There will be no refreshment provided for officials and each session must be in a timeline to ensure that officials are able to take a break.
- There will be no food for Officials, but a cool drink will be served as refreshment.



# ADDITIONAL RULES

- Persons found in breach of the protocols will be asked to leave the facility immediately and will be disqualified/removed from the competition
- All persons must leave the facility between sessions, (for meets with two daily sessions)
- Swimmers should leave the facility after they have completed all their races.
- As soon as the Meet is completed, all persons must leave the facility within 15 minutes.
- Persons who do not voluntarily leave the facility when so requested, will be removed by force.

THANK YOU