



A Tradition of Stewardship
A Commitment to Service

General Checklist for Swimming Pools and Ancillary Facilities

June 19, 2020

This checklist is intended to help public swimming pools and associated ancillary facilities implement their plan to prevent the spread of COVID-19 and is supplemental to the Guidance for Campgrounds, RV Parks, and Outdoor Recreation issued by the State (<https://covid19.ca.gov/pdf/guidance-campgrounds.pdf>) and the CDC Guidance Considerations for Public Pools, Hot Tubs, and Water Playgrounds During COVID-19 (<https://www.cdc.gov/coronavirus/2019-ncov/community/parks-rec/aquatic-venues.html>). This checklist is a summary and contains shorthand for some parts of these guidance documents; familiarize yourself with both of them before using this checklist.

WORKSITE SPECIFIC PLAN

- Establish a written, worksite-specific COVID-19 prevention plan at every location and/or facility, perform a comprehensive risk assessment of all work areas, and designate a person at each area to implement the plan.
- Identify contact information for the local health department where the facility is located for communicating information about COVID-19 outbreaks among workers and employees.
- Train and communicate with workers, employees, and employee representatives on the plan.
- Regularly evaluate all areas for compliance with the plan and document and correct deficiencies identified.
- Investigate any COVID-19 illness and determine if any work-related factors could have contributed to risk of infection. Update the plan as needed to prevent further cases.

TOPICS FOR WORKER TRAINING

- Information on COVID-19, how to prevent it from spreading, and which underlying health conditions may make individuals more susceptible to contracting the virus.
- Self-screening at home, including temperature and/or symptom checks using CDC guidelines.
- The importance of not coming to work if employees have symptoms of COVID-19 as described by the CDC such as a frequent cough, fever, difficulty breathing, chills, muscle pain, sore throat, recent loss of taste or smell, or if they or someone they live with have been diagnosed with COVID-19.
- To seek medical attention if their symptoms become severe.

- The importance of frequent handwashing with soap and water, including scrubbing with soap for 20 seconds (or using hand sanitizer with at least 60% ethanol (preferred)).
- The importance of physical distancing, both at work and off work time, and the proper use of face coverings which can help protect people near the wearer, but do not replace the need for physical distancing and frequent handwashing.

INDIVIDUAL CONTROL MEASURES AND SCREENING

- Provide temperature and/or symptom screenings for all workers at the beginning of their shift and any vendors, contractors, or other workers entering the outdoor recreation facility or require self-screening at home.
- Workers who are sick or exhibiting symptoms of COVID-19 should stay home.
- Outdoor recreation operators should take steps to make the public aware of new protocols at the facilities. This could include using social media, website, texts, email, newsletters, etc., to communicate the steps being taken to protect visitors and staff so that they are familiar with updated policies (e.g. the use of face coverings and physical distancing requirements) before arriving at the facility.

GENERAL CLEANING AND DISINFECTING PROTOCOLS

- Perform thorough cleaning on all high traffic areas such as guest check-in areas, staff break rooms, restrooms, and areas of ingress and egress, including stairways and handrails, throughout the day.
- Frequently disinfect commonly used surfaces and items including water spigots, trash receptacles, lounge chairs, shared equipment, doorknobs, countertops, toilets, and handwashing facilities.
- Clean restroom facilities on an accelerated schedule to keep them clean; where possible, provide disposable seat covers in restrooms.
- When choosing cleaning chemicals, employers should use product approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list and follow product instructions. Provide employee training on proper use of chemicals.
- Provide time for staff to implement cleaning practices during their shift. Cleaning assignments should be assigned during working hours as part of the staff's job duties. Consider procuring third-party cleaning services where feasible and appropriate.

PHYSICAL DISTANCING GUIDELINES

- Implement measures to ensure physical distancing of at least six feet between and among workers and visitors.
- Operators should monitor areas where people are likely to gather and ensure that physical distancing and other guidelines are followed. Playgrounds should also remain closed.
- Smaller picnic shelters, such as those that typically accommodate only household groups, can remain open with posted physical distancing related restrictions (e.g., limit use to one household at a time).
- Adjust any staff meetings to ensure physical distancing and use smaller individual meetings at facilities to maintain physical distancing guidelines. Hold meetings with workers over the phone, via

webinar, or outdoors wherever possible. Consider virtual interviewing and on-boarding for new staff when possible.

ADDITIONAL CONSIDERATIONS FOR RESTROOM AND SHOWER FACILITIES

- Operators should consider staffing and other capacity and resource needs to ensure that shared, public restrooms can be cleaned and disinfected throughout the day.
- Shared restroom facilities should be cleaned regularly using EPA registered disinfectants throughout the day. High-touch surfaces such as faucets, toilets, doorknobs, and light switches must be frequently cleaned and disinfected. Employees should be trained on the hazards and proper use of new products per Ca/OSHA requirements.
- Create and post a cleaning schedule in every open restroom facility. Post the cleaning schedule on the front of the door so visitors know when they can/cannot use the restroom. Make sure to close the restroom during the cleaning and disinfecting process.
- Only allow shower room use if partitions are in place or signs have been posted to specify physical distancing requirements.
- Ensure that sanitary facilities stay operational and are continuously stocked at all times. Provide additional soap, paper towels, and hand sanitizer when needed.
- If doors to multi-stall restrooms cannot be opened and closed without touching the handles prop the door open and/or place a trash-receptacle by the door to ensure a paper towel can be readily disposed of when operating the door.

ADDITIONAL CONSIDERATIONS FOR SWIMMING POOLS and AQUATIC VENUES

- Outdoor recreation operators with swimming pools and splash pads should take additional steps to ensure those facilities are properly cleaned and disinfected for visitor use, according to CDC guidelines.
- Saunas and steam rooms should remain closed.**
- It is strongly recommended to close spas due to the challenge in maintaining 6 feet of social distancing; however, spas can open with reduced capacity if social distancing can effectively be maintained.**
- Maintain proper disinfectant levels and pH as per the chart below.

	Minimum free chlorine level*	Maximum cyanuric acid level	Minimum bromine	Required pH range
Swimming pool using chlorine	1.0 ppm	N/A	3.0 ppm	7.2 to 7.8
Swimming pool with cyanuric acid	2.0 ppm	100 ppm		7.2 to 7.8
Wading pool or spa using chlorine	3.0 ppm	N/A	4.0 ppm	7.2 to 7.8
Wading pool or spa with cyanuric acid	3.0 ppm	100 ppm		7.2 to 7.8

***The free chlorine level in a pool should never exceed 10 ppm.**

- Set up a system so that furniture and equipment (e.g., lounge chairs) that need to be cleaned and disinfected are kept separate from furniture that has already been cleaned and disinfected.
- Encourage visitors to bring and use their own towels. If towels are provided, launder them and clothing according to the manufacturer's instructions.
- Ensure that the facility has adequate equipment for patrons, such as kick boards, pool noodles, and other flotation devices, to minimize sharing wherever possible. Limit the use of the equipment to one patron at a time and clean and disinfect the items after each use.
- For indoor aquatic venues, introduce and circulate outdoor air as much as possible by opening windows and doors, using fans, or other methods.
- Change the deck layout and other areas surrounding the pool to ensure that the standing and seating areas can support physical distancing requirements. This could include removing lounge chairs or taping off areas to discourage use.
- Provide physical cues or guides (e.g., lane lines in the water or chairs and tables on the deck) and visual cues (e.g., tape on the decks, floors, or sidewalks) and signs to ensure that staff, visitors, and swimmers stay at least six feet apart from one another, both in and out of the water.
- Consider implementing reservations for pool use or implementing other mechanisms to support physical distancing. This could include reserving full-lanes for individual lap swimming and half-lanes for individual household use.
- Ensure that lifeguards who are actively lifeguarding are not also expected to monitor handwashing, use of cloth face coverings, or physical distancing. Assign this monitoring responsibility to another staff member.
- Aquatic venues should avoid activities that promote group gatherings and should be aware of local policies on gathering requirements to determine if aquatic fitness classes, swim lessons, swim team practices, swim meets, or pool parties can be held.
- CDC's Model Aquatic Health Code has more recommendations to prevent illness and injuries at public pools in parks.