

(Revised 6/4/20)

Dear Parents,

Put-in-Bay Community Swim and Sail program and The Put-in-Bay Yacht Club are navigating through uncharted waters. We are trying to uphold tradition and operate our program while also adhering to Covid-19 Federal, State, and Local directives.

The document we are sharing with you is still in final development but outlines the modifications we intend to implement this summer. We are hopeful this may address some questions and concerns that have arisen during this time.

We are optimistic that you are still planning on sending your child(ren) to our program but in order for us to prepare accordingly, we need to have registrations completed in a timely manner. We need a minimum of 40 sailors to operate this program but will not exceed the student/instructor ratio dictated by the State. The 2020 program will be one 4-week session beginning on June 29, ending July 24, Monday through Thursday

In order to execute a program, we must meet these requirements. We ask that everyone participating complete their application, with full payment, before June 19, 2020.

We will only accept online payments this year. In the event that our program is canceled before June 29, 2020, we will refund tuition costs. This could happen if State of Ohio regulations change or if we do not reach our registration goals. In the event that the program has begun and an individual cannot continue on the program for any reason, tuition will not be refunded. In the event that the program must be canceled after it has begun, the Board will consider partial refund based on program costs but refunds are not guaranteed. By submitting your registration you are agreeing to these guidelines.

We look forward to getting back on the water!

-The PIBCSS Board and Director

PIBCSS Plans for 2020:

Over the last several weeks, we have spent considerable time planning for ways to safely operate the PIBCSS this summer under "New Normal" conditions. Our director, CC Wisniewski has collaborated and met with representatives from many other sailing programs and with our Board of Directors.

In preparation to handle the guidelines from the State of Ohio, we are making modifications to our 2020 program. We have developed a social distancing schedule that limits the daily number of students and instructors in various locations throughout the day. We have creatively planned ways to break the classes into smaller groups to optimize our resources without coming into contact with each other. These guidelines were written in order for us to comply with the published State of Ohio requirements.

PIBCSS Goals for this document:

- Develop a policy that complies with the current State of Ohio regulations and CDC recommendations that will help keep staff and students safe.
- Establish clear guidelines for families, students, and employees
- Guard the program from the excessive financial burden or liability from operating in this climate.

COVID-19 PIBCSS Rules

- COVID-19 Waivers and traditional PIBCSS Conduct agreements will be signed by all staff and all sailors and swimmers
- Our rules will be posted.
- These are **in addition** to the standard PIBCSS Code of Conduct.
- We ask that everyone responsible for the arrival and pickup of your child is signed up for our text alert system in order to receive updates.
- Students will arrive on time and not remain after their session has ended.
- Well-Checks will be conducted upon arrival
 - Instructors will be checked before the students arrive.
 - Non-contact digital laser infrared thermometers will be used for Well-checks.
 - Students will be checked when they are getting dropped off so we can immediately send them home with their parents before they come in contact with other students/instructors.
 - Well-Checks will include temperature and a few questions about symptoms and if the participant has been around anyone with a confirmed case of Covid-19.
 - Any child with a temperature above 100.4 will be asked to sit apart from the group with their responsible adult and will be rechecked. If they still have a temperature of above 100.4, they will be asked to leave.
 - Any student with a high temperature must be fever free, without the use of fever-reducing medication, for 24 hours before returning to the program.
 - Students must wash hands in the outdoor sink upon arrival, after sailing, and before dismissal (coach or Safety Officer supervised).

Expectations for Parents and Guardians

Because PIBCSS sets safety expectations for our Learn to Sail and Swim participants, we feel it only fair that we apply the same standards to parents and guardians. We need your help for our program to succeed. By setting a good example for our sailors, you exemplify our expectations of sportsmanship and fair play. We need your collaboration now more than ever to encourage your child to adhere to our COVID 19 guidelines as mandated by the state of Ohio.

We ask that you:

- Encourage your child to play by the rules

- Encourage your child to be mindful of the newly implemented COVID 19 health and safety guidelines
- Encourage your child to be a team player
- Make their participation fun
- Support their desire to learn to sail and swim
- Show a positive and respectful attitude toward the PIBCSS program and all of its participants
- Emphasize skill development and how they benefit your young athlete
- Applaud a good effort in victory and in defeat and enforce the positive points of the sport
- Familiarize yourself with your child's program and stay involved

Additionally, we always welcome feedback from you. We ask that if you have any concerns, that you first address your concern(s) with your child's instructor/coach. If you are not satisfied that the issue has been addressed, then please take your concern(s) to the director, CC Wisniewski.

- **Discipline Policy for not following PIBCSS COVID-19 Rules or PIBCSS conduct code.**
 - Strike 1 – Director talks to the child, Director emails the parent, Director documents in a written report.
 - Strike 2 – The director talks to the child, Director emails the parent and asks the parent to come to get the child ASAP (possibility to also have to miss the next day). Document in a written report.
 - Strike 3 – Child removed from 1 week period of the program (no refund) - for repeat actions are not safe to others in the class, program, and PIBCSS.
 - Strike 4- Evaluation of allowance to continue in the program. Possible removal from the remainder of the program.
 - NOTE - Instructors will work with the Director to coordinate. Director will be responsible for documentation through all steps in this process.

Specific Sailing Rules & Guidelines:

- A proper facemask or buff must be worn. Buffs/masks will be required to be worn at all times off the water. If a student forgets their buff, the child will be sent home with the parent to retrieve it. ***No student will be allowed to enter the property without their buff/mask to complete their temperature check.***
- All sailors must wash hands with soap in the outdoor sink immediately following their well check.
- Social distancing of 6+ feet is required at all times on land.
- Sailors must have BUFFS/Face-coverings every day when on land (arrive wearing). Face covering may be removed when sailing.
- There will be NO swimming off the ramp and dock.
- Students are asked to not bring food or eat during their sailing time (please notify the program director of any special medical needs if they apply).

- BYO water bottles (take home at end of the day) - PLEASE FILL BOTTLES AT HOME.
- Each family will provide a plastic tote to store their children's' belongings during sailing. They will remain in the barn until the last day of class when they can be picked up by the family. Multiple children from the same family may share a tote.
- Gear must stay inside the family tote during sailing time and taken home at night.
- All groups of students will be 9 or smaller with one assigned instructor (OH Day Camp Guidelines).
- Students will be assigned crew and specific boats and will be required to stay with their boat/crew unless they are notified of a change.
- Sailors will NOT be allowed inside the Yacht Club with the exception of supervised visits to the back bathroom. Sailors must wash hands in the outdoor sink after going to the bathroom (coach supervised or Safety Officer supervised)
- Sailors will not be allowed at the club w/o adult supervision before class or after class.
- **Bad Weather Plan (heavy rain, high winds, thunderstorms, etc.):** Under the circumstances, if water activities are deemed unsafe for the group, all students will be sent home. There will be different wind thresholds for different age groups. There will be no off-water programming due to social distancing limitations placed on us by the State of Ohio. In the event that we need to delay the start of class, please watch for text alerts.
- **Coaches will be assigned** to a specific class and group of 6 to 9 kids for the 4 weeks.
- **Classes stay together as a group for the class time** (6 to 9 kids max, with 1 or 2 assigned coaches) will store their gear in a set outdoor location, arrive/leave at the same time, rig at the same time, and stay as separate as possible from the other classes/groups.
- **Friday is reserved for deep cleaning** of boats and planning by instructors (no classes).
- Boat(s) equipment (sails, rudders and tillers) will be placed so they can be easily accessed prior to the students' arrival. This will speed up rigging times and eliminate students entering and exiting the classrooms and equipment storage areas while other groups are learning their lessons. At the end of the day, the 420's will store equipment in boats and the Opti's will place their equipment inside the garage door. All equipment will be washed when pulling out of the water before being put away.
- **Opti Green** novice sailors cannot safely be put into an Opti alone. So, Opti Green will sail with an assigned partner (*parents will need to sign a COVID waiver and a "camp cohort/camp family" agreement*)
- **420 and Thistle groups** will be assigned partners for the session. As much effort will be made as possible to not change the partners. (*parents will need to sign a COVID waiver and a "camp cohort/camp family" agreement*)
- **Travel Regattas** are on hold, and may not happen (**unless local events are planned with nearby clubs, ie Port Clinton YC**)
- **ZOOM debriefs** may be utilized by coaches or 6' apart in-person.

- While 6+ feet of social distancing is recommended, instructors may need to be closer for short periods while **operating a safety boat in certain conditions and situations.**
- **Common sailing safety procedures**, such as capsized recovery, man overboard, equipment breakdowns, etc., may require instructors to come in close contact with sailors for short periods of time (coaches will wear masks when possible). Instructors and students may need to be closer for short periods during safety procedures.

Sailing Class Schedule/Dates/Sizes:

- **One 4-week session beginning on June 29, ending July 24. Monday through Thursday.**
- **Number of Classes/Program:** Three morning groups and Three afternoon groups, with a max of 9 kids per class (depending on class/ages), each class runs Monday through Thursday for a half day.
- **Sailing Schedule**
 - Three morning sailing classes will have staggered start times starting at 8am.
 - Group A 8-11:30, Group B 8:15-11:45, Group C 8:30-12:00
 - 420, Laser, Thistle, Lightning Race, 420 Silver/Learn to Race
 - Three afternoon sailing classes will have staggered start times starting at 1pm
 - Group D 1-4:30, Group E 1:15-4:45, Group F 1:30-5:00
 - Opti Green (beginners, 1st and 2nd year sailors), Opti Silver (Learn to race, 3-5 years experience), Opti Race Team (4-6 years experience)

Rigging Considerations & Concerns:

- Mark out safely distanced rigging spots for each boat.
- 420/Laser will be spaced out in the yard
- Laser/420 sailors need to know how to rig by themselves
- Instructors will remove and replace Optis from the racks and set out daggerboard/tiller/mast in spots for students to retrieve.
- Remind kids that THIS SUMMER, they should NOT help other sailors with rigging/gear (unless there is an immediate need to avoid injury or damage)
- Wash hands or use sanitizer after handling someone else's boat or lines - use club outdoor handwashing station before and after rigging (and sailing)
- Stagger rigging times between groups
- **Marks/Anchors** - only coaches/staff will handle the Marks/Anchors
- **Dock Lines for Safety Boats** - only coaches/staff will handle lines

Boat Cleaning Protocols & Hand Washing:

- **Increase cleaning** of common touchpoints and all equipment to be done throughout the day (minimum of 2x a day) – sailing coaches will clean all Jr. Sailing touchpoints after AM and PM sessions

- **Clean all boats/parts** with best determined solution - 1x a day for sailboats, 1x a day for coach boats - by the coaches (coaches clean their own safety boat and the boats used by their class)
- **Cleaning** - Use $\frac{1}{3}$ of a cup of bleach per gallon in a garden sprayer to clean boats, let sit for 5min, and then wash off with a hose. This should be done at the end of the day or before a boat is used by another student if the boat is shared throughout the day.
- **Life jacket disinfecting guidelines** - participants should clean their lifejackets multiple times a week according to these guidelines = [National Safe Boating Council on COVID-19 Life-Jacket Cleaning & Storing](#)
- Use **FRIDAYS for additional, deep cleaning** of all sailboats, coach boats, and all common Jr. Sailing touchpoints

Specific Swimming Rules and Guidelines- needs approval and input from Crew's Nest

- **Sanitizer-** swimmers need to wash hands or use hand sanitizer when arriving for lessons.
- After Well-check by the director or Safety Officer, swimmers will go directly to the assigned area for class.
- 6 feet social distancing will be enforced as much as reasonably possible.
- **Goggles-** if swimmers would like to wear goggles, they must bring their own. There will be no sharing of swim goggles.
- **Swimming Equipment-** if instructors find it necessary to share equipment such as kickboards or pull buoys, they will be sanitized in between classes. Families are encouraged to bring their own.
- **Common swimming safety procedures,** some safety issues or instructional times may require instructors to come in close contact with swimmers for short periods of time.
- **Bad Weather Plan (heavy rain, high winds, thunderstorms, etc.):** Under the circumstances, if water activities are deemed unsafe for the group, all students will be sent home. There will be limited on-land programming due to social distancing limitations placed on us by the State of Ohio. In the event that we need to delay the start of class, please watch for text alerts.

Swimming Schedule

- **AM Swimming Classes**
 - Morning swimming classes will have staggered starts from 8:00 until 10:10 am
 - Levels 1-5 Swimming lessons. Monday, Tuesday and Wednesday at Crew's Nest Pool. Thursday at Lake (State Park or Monument bathing beach based on weather)
- **PM Swimming Classes**
 - Level 6-7 Swimming lessons Monday and Wednesday at Crew's Nest Pool

- Lake Adventure (Ages 12 and up) at Lake (State Park or Monument bathing beach based on weather)

ZOOM Meetings for Staff & Parents: The following orientations and training sessions will be offered in live Zoom meetings but will also be recorded for individuals to view on their own after the meeting.

- **Staff Training:**
 - PPE & COVID rules and procedures
 - Cleaning protocols & mixtures/plans
 - Emergency Response Plan
 - General summer structure
 - Health screenings
- **Parent Meeting:**
 - Go over behavior expectations
 - PPE requirements
 - Daily health screenings =review plan/protocol
 - Schedule/group assignments (generally, groups and instructors will not be available until registration is complete
 - Waivers
 - Drop-Off & Pick-Up plans
 - Talk about Safety Officer of the Day
- **Safety Officer of the Day (possibly am/pm parent) Training:**
 - These volunteers will work with the Director to oversee kids and coaches follow COVID-19 protocols (including 6+ feet and mask-wearing by kids/coaches) and will assist with the check-in process.
 - BYO mask/gloves
 - Will be provided a VHF to use for the day
 - Will be provided a kit with hand sanitizer, Lysol wipes
 - Will be provided all contact info and medical for staff/sailors
 - Will be provided a copy of the COVID rules & discipline policy

PIBCSS PLAN for a Potential COVID-19 Exposure

Plan for what to do if a sailor, coach, or someone else in our program (i) exhibits COVID-19 or influenza-like symptoms or tests positive for COVID-19, and/or (ii) has close contact with someone who displays COVID-19 or influenza-like symptoms or tests positive for COVID-19. :

- Each day during the well-check, we will ask if any family member has been exposed to or tested positive for the virus. If the answer is yes to either question, the child should be quarantined and not attend camp until 14 days after exposure and symptom-free. This is

also true that if during the camp a child has a family member they are living with test positive, that child should be quarantined for 14 days and not attend camp during that time.

- If COVID concern during the program day = Isolate the student, call parent/guardian to pick up the student as soon as possible. (Safety Officer supervised), recommend seeking medical care.
- If staff COVID concern during the program day = Transfer class to another coach or program director (or Safety Officer), and require the staff member to go home.
- If someone tests positive for the virus, we will contact the families that came in contact with that child or instructor and ask that they all be quarantined for 14 days. After the 14 days of being symptom-free, they could return to classes. We can NOT name names, but must notify everyone the child came in contact with, and those campers be quarantined.
- Activate deep cleaning and disinfection protocol which would be triggered if an active employee, member, or guest tests positive for COVID-19. This protocol would be performed as soon as possible after a positive confirmation. Closing of the facility/property may be necessary.

WAIVER AND RELEASE OF LIABILITY

For and in consideration of Put in Bay Community Swim and Sail (the "Organization") allowing me, the undersigned, to participate in any capacity in an Organization sanctioned, licensed, or approved event or activity ("Event" or "Events"); I, for myself, and on behalf of my spouse, children, heirs and next of kin, and any legal and personal representatives, executors, administrators, successors, and assigns, hereby agree to and make the following contractual representations pursuant to this Agreement (the "Agreement"):

A. RULES AND REGULATIONS: I hereby agree to abide by the rules, regulations, and policies of the Organization, including any and all COVID-19 related safety measures required by the Organization.

B. ACKNOWLEDGMENT OF RISK: I knowingly, willingly, and voluntarily acknowledge the inherent risks associated with the sport of sailing and swimming, and that participation in any Organization involves risks and dangers including, without limitation, the potential for serious bodily injury (including broken bones, head or neck injuries), sickness and disease (including communicable diseases such as COVID-19), trauma, pain & suffering, permanent disability, paralysis and death; loss of or damage to personal property; exposure to extreme conditions and circumstances; accidents involving other participants, event staff, volunteers or spectators; contact or collision with other participants or natural or manmade objects; adverse weather conditions; facilities issues and premises conditions; failure of protective equipment; inadequate safety measures; participants of varying skill levels; situations beyond the immediate control of the Event organizers and competition management; and other undefined, not readily foreseeable and presently unknown risks and dangers ("Risks").

C. ASSUMPTION OF RISK: I understand that the aforementioned Risks may be caused in whole or in part or result directly or indirectly from the negligence of my own actions or inactions, the actions or inactions of others participating in the Events, or the negligent acts or omissions of the Released Parties defined below, and I hereby voluntarily and knowingly assume all such Risks and responsibility for any damages, liabilities, losses, or expenses that I incur as a result of my participation in any Events. I also agree to be responsible for any injury or damage caused by me or any agents under my direction and control at any Event.

D. RELEASE AND INDEMNITY: In consideration of my participation in any Event, I hereby release from liability and waive any claims against the owner or organizer of the Event, its licensees, competition managers, promoters, sponsors, advertisers, beneficiaries, venue providers, and supporting organizations, together with the officers, directors, employees, volunteers and contractors of them (the "Released Parties" or "Event Organizers"), with respect to any liability, claim(s), demand(s), cause(s) of action, damage(s), loss, or expense (including court costs and reasonable attorney fees) of any kind or nature ("Liability") which may arise out of, result from, or relate in any way to my participation in the Events, including claims for Liability caused in whole or in part by the negligent acts or omissions of the Released Parties. Further, I agree to indemnify, defend, and hold harmless the Released Parties and Event Organizers against and from any and all Liability imposed on, incurred by, or asserted against any Released Party or Event Organizer resulting from, arising out of, in connection with, or relating to my breach of this Agreement.

E. COMPLETE AGREEMENT AND SEVERABILITY CLAUSE: This Agreement represents the complete understanding between the parties regarding these issues and no oral representations, statements or inducements have been made apart from this Agreement. If any provision of this Agreement is held to be unlawful, void, or for any reason unenforceable, then that provision shall be deemed severable from this Agreement and shall not affect the validity and enforceability of any remaining provisions.

I HAVE CAREFULLY READ THIS DOCUMENT IN ITS ENTIRETY, UNDERSTAND ALL OF ITS TERMS AND CONDITIONS, AND KNOW IT CONTAINS AN ASSUMPTION OF RISK, RELEASE, WAIVER FROM LIABILITY, AND INDEMNIFICATION. By signing below, I (as the participant or as the Parent/Legal Guardian of the minor identified below) hereby accept and agree to the terms and conditions of this Agreement in connection with my (or the minor's) participation in any Event.

Participant Signature: _____

Printed Name: _____ Date: _____

Parent/Legal Guardian Signature (required if participant is under the age of 18):

Parent/Legal Guardian Printed Name: _____ Date: _____