**SCSC COVID-19 PLAN AND PROCEDURES**

**FOR EMPLOYEES**

1. All employees will be required to fill out a Health Assessment sheet prior to starting each shift. These sheets will be filed in a binder. If an employee does not answer the questions satisfactorily to work, then the employee will be sent home immediately, and a replacement will be found.
2. If an employee feels sick or starts to experience COVID-19 symptoms while at the pool:
   1. he/she will immediately quarantine himself away from others and outside the pool fence if it doesn’t pose a safety issue for the pool
   2. contact Pool Manager immediately of situation
   3. The Pool Manager will call in additional lifeguard support if needed
   4. Areas where employee had contact will be disinfected immediately
   5. Contact tracing will be done by , Board member.
   6. Employee will not be allowed to return to work until he/she has met the COVID-19 protocol to return to work
3. Employees will be required to test pool chemicals on an hourly basis from when the pool accepts first swimmers until closing each day. These reading will be recorded on the Pool Chemical Readings sheet and will be filed for any future reference.
4. Employees will be required to do disinfection of the concession area, lifeguard stand, exit sign out area, and the restrooms every two hours, while the pool is open. Employees will disinfect tables, chairs, etc, at the end of the day as part of the closing procedures, and during the day periodically, if can. The cleanings will be documented on the Cleaning Detail sheet and filed daily.
5. Employees will follow the same rules and regulations for COVID-19 that the members/guests follow. Please refer to the SCSC COVID-19 Rules & Regulations for further information. In addition, employees will not be required to wear a mask while on the guard stand.
6. An employee can confront a member/guest who is not following the COVID-19 Rules & Regulations and ask them to comply. If the member/guest refuses, the employee is to immediately notify their superior to immediately follow up on issue.
7. Any employee with a COVID-19 concern should contact Tracy Torbert at 302-448-0729 to resolve it.