



AQUATIC SAFETY PLAN

Water safety is critical whether playing on a slip n slide or plunging into Lake Tahoe. The Aquatic Safety Plan describes safety-related procedures, requirements, and/or standards for staff and members at the Boys & Girls Club of Lake Tahoe ("Club") to follow. The following plan includes training, emergency response, and operational procedures.

Aquatic Facilities

The Boys & Girls Club of Lake Tahoe does not have its own aquatic facility, but does have access to pools, lakes, rivers, and water play areas. At times, depending on the body of water and planned activity, members and staff may swim, kayak, ride in a boat, or participate in other water recreation. Please use the following scope and definitions of all aquatic facilities or aquatic environments that will be referred to throughout this plan.

A **"pool"** is any indoor or outdoor pool where Club members and staff recreate as part of a Club activity, such as pool facilities or water parks.

A **"lake"** includes Lake Tahoe, Fallen Leaf Lake, and any other freshwater lakes where Club activities take place.

A **"river"** refers to rivers, creeks, and streams where Club activities take place.

A **"water play area"** is any on-site water play, such as an inflatable water slide, sprinkler play, water balloon games, or other water play activity that takes place at the Club.

A **"land-based activity"** describes programs youth members participate in near or on the shore of an aquatic facility or aquatic environment, but do not engage in water play or swimming activities. Some examples include water quality testing or playing in the sand.

Staffing Plan

Members must be supervised by a certified lifeguard or with active supervision for any kind of water play or activities in water or along the shore. A **"certified lifeguard"** is anyone who has completed the lifeguard certification training within the last two years. It may be a Club employee or a staff member from the non-Club-owned location where the water activity occurs. **"Active supervision"** is a Club employee or volunteer who has their focused attention on the children at



play. They are effectively observing at all times for a safe environment and injury prevention.

Adult (employee or volunteer) to youth member Club ratios required by the Boys & Girls Clubs of America must be maintained at all times. Land-based and water play activities at a Club site or off site must have a minimum of one staff member present with up to twelve youth members for every one adult. Activities that take place in a pool, lake, or river where students are swimming or playing in the water must have one adult for every six youth members and a minimum of two Club staff members present. One Club staff member must provide lifeguard or active supervision duties while the other can help supervise or perform secondary duties. Secondary duties may include scouting for scene safety, checking the water temperature, reviewing first-aid kit inventories or documentation, answering phone or radio calls, distributing water play toys, or conducting any clean-up duties. Rotations of duties are encouraged every 30 minutes when possible.

Aquatic Rules Overview

All existing rules at an aquatic facility or aquatic environment must be followed by the Club staff, volunteers, and youth members present.

Additional rules and considerations that must be followed including the following:

- Before going in the water, the employee or volunteer with the highest swimming skill level or lifeguard certification will assess the safety of the aquatic facility or environment and determine swimming lines, boundaries, or special rules for the group they are with. These determinations may be changed at any time.
- Members must be supervised for any kind of water play or on-shore activities. A certified lifeguard is required for any lake or pool swimming activities. This may be a Club employee or employee at the off-site aquatic facility.
- Youth members may not touch the water without the presence and permission of a staff member. No one can swim alone and life vests are strongly encouraged.
- Any child who wishes to go in water above their knees, must take and pass a swim test administered by a Club employee or lifeguard from the location where the water activity occurs. Children will be identified with a wristband or other indicator to show the Club staff if they can go in shallow and/or deep water and if protective equipment, such as a life jacket, is required.
- Horseplay and breath-holding games are not permitted.



- The staff member serving as the lifeguard or providing active supervision should avoid using their phone for calls, texting, or personal use unless it is an emergency situation.

Boat Safety Overview

The Club operates a boat and sometimes other watercrafts, such as kayaks or canoes. All staff who participate in these activities should review the Boat Safety Plan before participating in these Club activities. A few important rules related to aquatic safety including the following:

- The Club boat must always be operated by a licensed boat operator and is not for personal use.
- Swimming is not permitted when on a boat, kayak, canoe, or other watercraft. Students may approach the water from the shore or the pool's edge, depending on the aquatic facility or environment. If someone falls into the water, every attempt will be made to get that person back into the watercraft safely and swiftly.
- All youth members must wear a life jacket or PFD (personal flotation device) at all times when on any watercraft of any size.
- A Club staff member or captain of the boat will provide additional instructions, rules, or guidance, as appropriate.

Sun Safety

All participants, including adults and youth, should limit their sun exposure whenever possible by wearing sun-protective clothing (e.g. wide-brimmed hats, sunglasses, long sleeves, longer shorts) and broad spectrum water-resistant sunscreen. Sunscreen of 30 SPF or more should be applied to all uncovered areas at least fifteen minutes before going outside and then every two hours. No sunscreen is waterproof. Sunscreen should be reapplied after swimming or excessive sweating.

Hydration is also important for keeping the body temperature regulated. All participants should come to aquatic activities with a full water bottle that can be refilled.

Changing Areas and Bathroom Use

At the Club, employees and volunteers may only use the designated staff-only restroom for bathroom and changing use. If going to an aquatics facility or aquatic environment at an offsite location, staff are encouraged to change clothes and use the bathroom at the Club's designated staff-only restroom before departure.



Whenever possible, youth members will change clothes at the Club site before or after aquatic activities. As needed, youth members may use off-site restrooms and changing facilities. Staff should wait outside these areas and keep track of the number of youth members going in and out. The buddy system is encouraged and youth members should be taught by the Club to report any inappropriate behavior among Club members or others with a Club staff member.

When off-site at an aquatic facility, staff should only use the restroom or changing area when no Club members are present. A staff member or volunteer should ask a fellow staff member to assist in preventing youth members from entering the area when in use by a Club adult.

If a staff member needs to enter the restroom or changing area to check for damage or misuse, they must confirm no members are inside and temporarily close the whole area off to youth members while the problem is addressed.

If a child is sick or injured in the restroom, the attending staff member must be accompanied by a colleague, ideally a member of the administration team. The restroom must be cleared of all other members before entering.

Aquatic Emergency Response and Communication

A Club staff person present must ensure the following supplies are on hand at all times: a first aid kit, blank incident report forms, emergency contact and medical information for participants, and an appropriate communication device (e.g. phone or radio).

Any injuries or illnesses that require minor first aid may be performed at the aquatic facility or site by the secondary person. A lifeguard or person providing active supervision may assist as long as another lifeguard or person providing active supervision is on duty.

All emergencies that require paramedics, such as a CPR or a prolonged water submerge, must be handled immediately. A staff member, preferably the person performing secondary duties, should call 911 immediately and then the senior administration at the Boys & Girls Club of Lake Tahoe (530.542.0838). For all emergency situations, no staff or youth participants may stay in the water unless it is an adult helping assist the person in crisis.



It is the responsibility of a lifeguard on duty or person providing active supervision to determine if water play may continue after an incident or emergency situation. All Club protocols for reporting medical incidents and filling out Incident Reports Forms should be adhered to.

Training for Lifeguards and First Aid, CPR, and AED Certification

The Club offers Lifeguard and First Aid, CPR, and AED training for applicable staff. Lifeguard, First Aid, CPR, and AED certifications are valid for two years, and a refresher course must be taken at least every two years. The Club offers these training sessions annually. If a Club employee is unable to attend a Club training and their certification lapses, they will need to find an alternative option to complete the course.

All staff that serve as lifeguards are required to complete a water competency test. A water competency test demonstrates a person's ability to swim and float. An individual must be able to submerge into water over their head by jumping or stepping in and be able to come up to the surface and tread or float on water for at least one minute.

Inclement Weather and Natural Disasters

For any water or other outdoor activity, the Club staff should plan ahead and review the weather conditions and forecast before departure. There are times when the Club may stay open and continue to operate, but water or other outdoor activities may be limited for the health and safety of Club members and staff. This includes, but is not limited to, thunderstorms, high winds, or an AQI between 150 and 300.

Inclement weather may cause temporary or long term activity changes. In temporary situations, such as a passing rainstorm, the Club staff can determine if they should "wait it out" and delay departure, seek shelter, or return to the Club site. Thunder or lightning storms as well as long term or larger disasters should be avoided and all staff and youth members should leave the area as safely and swiftly as possible.

A staff member uncertain about the weather forecast or conditions is encouraged to consult the Club Director or another member of the senior administration team for guidance.

Chemical and Biological Hazards



BOYS & GIRLS CLUB
OF LAKE TAHOE

Any chemical or biological hazard suspected, observed, or released in the body of water being used by the Club will be treated with the utmost caution. All staff and youth members must exit the water until the contamination has been removed, the appropriate area has been sanitized, and no health or safety threat is present. Hazards include, but are not limited to fecal, blood, vomit, or chemical pathogens.