

Balance Gymnastics COVID-19 Safety Plan



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Please note: this document is subject to change following provincial and federal health and safety requirements.

*Balance Gymnastics COVID-19 Club Representative:
Julia – balance@balancegymnastics.ca*

This Club COVID-19 Safety Plan has been approved by the Balance Gymnastics Club Owner on December 3 2020

December 3 2020 Updates in accordance with the Province's health order, Gymnastics BC, and Viasport:

- Coaching for all programs must be performed hands-free (no spotting). However, if a participant's safety is at risk, the coach should not hesitate to spot. All coaches must be wearing masks at all times.
- Any programming that is not supervised or is unstructured must be suspended. For clarity, no casual drop-in, or birthday party programming is allowed.
- If the occupancy during scheduled activities is such that participants are unable to physically distance, classes may need to be cancelled, rescheduled, or groups may need to be divided differently.
- Training groups should remain consistent when possible.
- No spectators are allowed at this time.
- No in-person competitions are allowed at this time.
- All socializing by participants, parents, and guardians before, during, and after programming should be eliminated. Social activities have been proven to increase the transmission of COVID-19.
- Everyone inside the facility must maintain a minimum of three meters (3 meters) separation at all times.
- All individuals must wear masks in all indoor public spaces (gymnastics clubs are included).
 - West Vancouver Gym: Masks must be worn for entry, exit, and any time it is appropriate during class. It is recommended, but not required, that children under the age of 12 wear masks indoors. Participants are not required to wear masks during physical activity. Please review the Government of BC website for more information about mask use.
 - North Vancouver Gym: Masks must be worn for entry, during class, and exit of the facility. This includes gymnasts, coaches, and parents in our Parent and Tot program. For clarity: masks must be worn at all times in and around this facility.
- No travel is allowed at this time outside of your local communities for sport participation. This means that individual members are able to attend training at their home club even if their residence is in a neighbouring municipality or health region.

Principles

The following five principles from BC's Restart Plan have been used to guide this document:

Personal Hygiene	Stay Home If Sick	Environmental Hygiene	Safe Social Interactions	Physical Modifications
<ul style="list-style-type: none">• Frequent hand-washing• Cough into your sleeve• Wear a non-medical mask• No handshaking	<ul style="list-style-type: none">• Routine daily screening• Anyone with any symptoms must stay away from others• Returning travelers must self-isolate	<ul style="list-style-type: none">• More frequent cleaning• Enhance surface sanitation in high-touch areas• Touch-less technology	<ul style="list-style-type: none">• Meet with small numbers of people• Maintain distance between you and others• Size of room: the bigger the better• Outdoor over indoor	<ul style="list-style-type: none">• Spacing within rooms or in transit• Room design• Plexiglass barriers• Movement of people within spaces

Steps to Return to the Gym

Step 1: Starting Activities *(to begin when clubs are prepared to safely open)*

Low-risk activities can occur with the following requirements:

- ✓ Ability to maintain physical distancing.
- ✓ Adherence to occupancy limit.
- ✓ Minimal sharing of equipment.
- ✓ Heightened cleaning protocols.
- ✓ The focus is on the development of physical abilities and basics. Spotting is prohibited.
- ✓ Small class size ratios of 6:1 and reduced training time of 2.5 hours will be scheduled.

Step 2: Expanding Activities *(to begin when clubs are able to safely progress beyond Step 1)*

A gradual decrease of restrictions can occur with the following public health recommendations in place:

- ✓ Ability to maintain physical distancing.
- ✓ Adherence to occupancy limit.
- ✓ Minimal sharing of equipment.
- ✓ Heightened cleaning protocols.
- ✓ The focus is on the development of physical abilities and basics. Spotting is prohibited.
- ✓ Larger class size ratios of 8:1 and increased training times of up to 4.5 hours will be scheduled.

Step 3: The 'New Normal'

To be determined at a later date, according to the [Government of BC regulations](#).

Balance Gymnastics Safety Plan Requirements

Facility Access

To access Balance Gymnastics West Vancouver, please complete the following steps:

- Drop off is available at the south east entrance: near the gym doors by the small surface parking lot where we have always entered for programs.
- Please line up outside the front door of the facility, maintaining a physical distance of 3 M between yourself and others by standing on the markings
- All participants will exit the building at the same location (until further notice) and must not congregate in groups when they get picked up. To facilitate this, we have placed markings outside the exit doors
- Parents/guardians will be instructed to drop off and pick up their children **on time** without coming into the gym, if possible.
- Parents/guardians will be instructed to tell their children to follow instructions of all Balance Gymnastics staff when entering and exiting the facility.
- Prior to entering the facility, **all individuals** must fill out the Daily Screening Checklist. Daily checklists will kept on file. We will only accept electronic copies, and these will be completed by logging into our website daily before your gymnast's class starts. Every time you log into the system you will receive a prompt to complete the daily covid screening checklist. www.balancegymnastics.ca
- When classes are completed, all individuals must leave promptly. Parents will be reminded to pick up their children on time.
- Parents will ensure that their children arrive dressed appropriately for class.
- Members will be asked to register and pay for all programming through our website, which can be found here: www.balancegymnastics.ca.
- Prior to participating in any programming, **all participants, parents/guardians, and club personnel** must complete required GBC forms and waivers which will be prompted during any relevant transaction through our website.

To access Balance Gymnastics Absolute Cheer, please complete the following steps:

- Drop off is available at the south doors (the closest when you enter the parking lot)
- Please line up outside the front door of the facility, maintaining a physical distance of 3M between yourself and others by standing on the markings
- All participants will exit the building at north doors (the furthest when you enter the parking lot) and must not congregate in groups when they get picked up. To facilitate this, we have placed markings outside the exit doors
- Parents/guardians will be instructed to drop off and pick up their children **on time** without coming into the gym, if possible.
- Parents/guardians will be instructed to tell their children to follow instructions of all Balance Gymnastics staff when entering and exiting the facility.
- Prior to entering the facility, **all individuals** must fill out the Daily Screening Checklist. Daily checklists will kept on file. We will only accept electronic copies, and these will be completed by logging into our website daily before your gymnast's class starts. Every time you log into the system you will receive a prompt to complete the daily covid screening checklist. www.balancegymnastics.ca
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Facility Operations

- Balance Gymnastics maximum occupancy (during Steps 1 and 2) is: 36 at West Vancouver due to total building occupancy, and 30 at Absolute Cheer
 - Maximum Occupancy for the lobby is: N/A – no congregating in the lobby
 - Maximum Occupancy for the Office is: 2
- We have marked pathways inside the gym using cones, dividers, and markers.
- Shared items (e.g., iPads) that can be disinfected between users are permitted. Avoid bringing unnecessary shared items to the gym.
- Unusable areas of the gym have closed areas of the gym until further notice.
- Participants will be required to have their own chalk in a container/bag large enough to fit their hands.
- There is no available spectator area until further notice.
- The foam pit has been covered by a tarp, and is foam will not be touched until further notice. The foam pit has been reconfigured with a covering and mats so the space can be used as a landing zone from bars and floor.

Cleaning

Balance Gymnastics Cleaning and Sanitation Protocols:

- Our cleaning products have been approved by Health Canada to disinfect for Sars-Cov-2, the virus that causes COVID-19.
- We have implemented a cleaning log that is kept in the gym.
- We will clean the entrance, exit, and other high touch-point areas (e.g. washroom counters, doorknobs, handrails, guest seating, kitchen/break areas, etc.) frequently and between each class. Washrooms will be disinfected a minimum of twice per day.
- Gymnastics equipment will be disinfected between each user. If not possible, equipment will be disinfected after each class and/or rotation during until further notice.
- Equipment that cannot be cleaned (cloth-like surfaces, foam pits, etc.) will not be used until an appropriate cleaning process has been identified.
- Communal gym tools e.g., iPads will be cleaned or sanitized between each coach user.
- Once classes are over for the day and all athletes have left, all surfaces that were contacted will be sanitized (mats, floors, counters, washrooms, light switches, etc.). This will be completed in addition to cleaning processes during daily operations.

Communicate

Balance Gymnastics will inform members of the new protocols via our website and registration system before their first visit to the gym, to foster confidence in the staff's commitment to keep everyone safe. This will include information on club:

- Screening protocols
- Illness Policy (Appendix 1)
- Personal hygiene requirements
- Physical distancing requirements outside and inside the facility
- Cleaning protocols
- Programming changes (e.g. limitations on number of people permitted inside of the facility at once, policies regarding spotting, etc.)
- Any parent concerns, questions, and communication will be addressed via email at balance@balancegymnastics.ca
- We have appointed Julia (balance@balancegymnastics.ca) as a single point of contact to address all COVID-19-related communications, compliance, and coordination in the gym.

PLEASE NOTE: Insurance claims related to the transmission of COVID-19 will not be covered by GBC's insurance policies. Prior to participating in any programming, **all participants, parents/guardians, and club personnel** must complete required GBC forms.

Staff Training

- Formal and ongoing staff training at Balance Gymnastics will be provided to staff to address the COVID-19 Safety Plan and programming modifications.
- Staff should contact their supervisor if have questions or concerns as they return to their roles

Screening

- Balance Gymnastics requires that prior to entering the facility, all individuals must complete the Daily Screening Checklist online via our website www.balancegymnastics.ca. Upon log in you will be promoted to complete the checklist for your gymnast. Each day before bringing your gymnast to train you are required to log in and complete this checklist.
- Individuals must stay home if they are unwell or if someone in their household is sick, even if the symptoms are mild. They must also stay home if they have knowingly been exposed to someone who is sick (Refer to Illness Policy – Appendix 1).
- Individuals must not enter the facility or participate in any activity if they have, or someone from their household has, travelled outside of Canada in the last 14 days.

Personal Hygiene

- Balance Gymnastics will provide hand-washing and/or sanitizing stations at entrances, exits, and washrooms.
- Balance Gymnastics has determined that a sanitizing strategy will be implemented to ensure the athlete's hands are sanitized before they enter the gym.
- Hand-washing or sanitizing will be required at a minimum upon entering the facility, after using the washroom, and upon exiting the facility
- All participants should arrive dressed for their class and only bring what they need in a marked bag (e.g. chalk, grips, full water bottle, hand sanitizer, yoga mat, socks, gloves, tape, etc.).
- Sharing of personal items including (but not limited to) food and beverages (e.g. water bottles) is forbidden. Use of masks is optional for anyone during entry and exit of the gym, but not recommended for athletes during training. Coaches may choose to wear masks or not wear masks.

Physical Distancing

- Everyone who enters Balance Gymnastics must maintain, at minimum, physical distancing of 2 meters, at all times.
- Coaching for all programs must be performed hands-free (no spotting). Spotting will only be done if a participant's safety is at risk.
- Balance Gymnastics may use the grass field outdoor space at the West Vancouver Gymnastics Facility for conditioning and any other safe activities assuming physical distancing requirements and cleaning requirements can be maintained.

Scheduling of Activities

- Balance Gymnastics will adhere to the [Rule of Two](#) at all times. This means that no one-on-one training (without another coach present) will take place.
- In order to meet provincial health officer requirements, groups sizes and scheduling are being adjusted.

- Drop-in classes are cancelled until further notice.
- Detailed attendance and membership tracking will be taken and kept on file.

Injury Protocol

Requirements

- If an injury occurs and physical distancing measures must be broken, all persons attending to the injured individual will put on a mask and gloves.
- Balance Gymnastics will have personal protective equipment (PPE) on hand (gloves, masks), stored separately from first-aid kits in case of emergency.
- Balance Gymnastics will maintain a well-stocked first aid kit in case of emergency.

Illness Policy

- Balance Gymnastics Illness Policy is provided in Appendix 1.

Outbreak Response

Balance Gymnastics is committed to the following process in the event of a COVID-19 Outbreak:

Early detection of symptoms will facilitate the immediate implementation of effective control measures. In addition, the early detection and immediate implementation of enhanced cleaning measures are two of the most important factors in limiting the size and length of an outbreak. An “outbreak” is two or more cases; a “case” is a single case of COVID-19.

1. If a case or outbreak is reported, Julia (balance@balancegymnastics.ca) will be the main point of contact for all parties. Julia has the authority to modify, restrict, postpone or cancel any or all club activities.
2. If staff (including volunteers) or a participant reports they are suspected or confirmed to have COVID-19 and have been at the workplace/activity place, Julia will implement enhanced cleaning measures to reduce risk of transmission
3. Balance Gymnastics will implement the illness policy (see Appendix 1) and advise individuals to:
 - a. self-isolate
 - b. monitor their symptoms daily, report respiratory illness and not to return to activity for at least 10 days following the onset of fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue and loss of appetite.
 - c. use the COVID-19 self-assessment tool at BC COVID-19 Self-Assessment Tool to help determine if further assessment or testing for COVID-19 is needed.
 - i. Individuals can contact 8-1-1 if further health advice is required and 9-1-1 if it is an emergency.
 - ii. Individuals can learn more about how to manage their illness [here](#).
 - d. Follow all advice of Vancouver Coastal Health and relevant advisory boards.
4. In the event of a suspected case or outbreak of influenza-like-illness, Julia will immediately report and discuss the suspected outbreak with the Medical Health Officer (or delegate) at your local health authority. Implement your Illness Policy and your enhanced measures.

If Balance Gymnastics is contacted by a medical health officer in the course of contact tracing, all individuals associated with the club must cooperate with local health authorities.

This document is based on Gymnastics BC’s Return to Sport Plan, which is available [here](#). Further, our club is staying current with all requirements provided Provincial Health Offices, Regional Health Authorities, WorkSafeBC, and Gymnastics BC.

Appendix 1: Balance Gymnastics Illness Policy

In this policy, “Team member” includes an employee, volunteer, participant or parent/spectator.

1. Inform an individual in a position of authority (coach, team manager, program coordinator) immediately if, you feel any symptoms of COVID-19 such as fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue and loss of appetite.

2. Assessment

- a. Team members must review and sign the Covid-19 Daily Screening Checklist online each morning before their shift/practice/activity to attest that they are not feeling any of the COVID 19 symptoms.
- b. Managers/coaches will visually monitor team members to assess any early warning signs as to the status of their health and to touch base on how they are regarding their personal safety throughout the workday/practice/activity.
- c. If Team Members are unsure please have them use the self-assessment tool <https://bc.thrive.health/covid19/en> or through the COVID-19 BC Support App self assessment tool.

3. If a Team Member is feeling sick with COVID-19 symptoms

- a. They should remain at home and contact Health Link BC at 8-1-1.
- b. If they feel sick and /or are showing symptoms while at work, they should be sent home immediately and have them contact 8-1-1 or a doctor for further guidance.
- c. No Team Member may participate in a practice/activity if they are symptomatic.

4. If a Team Member tests positive for COVID-19

- a. The Team Member will not be permitted to return to the workplace/practice/facility until they are free of the COVID-19 virus.
- b. Any Team Members who work/play closely with the infected Team Member will also be removed from the workplace/practice/facility for at least 14 days to ensure the infection does not spread further.
- c. Close off, clean and disinfect their work/practice/facility area immediately and any surfaces that could have potentially be infected/touched.

5. If a Team Member has been tested and is waiting for the results of a COVID-19 Test

- a. As with the confirmed case, the Team Member must be removed from the workplace/practice/facility.
- b. The Public Health Agency of Canada advises that any person who has even mild symptoms to stay home and call the public health authority of B.C.
- c. Other Team Members who may have been exposed will be informed and removed from the workplace/practice/activity for at least 14 days or until the diagnosis of COVID-19 is ruled out by health authorities.
- d. The workspace/practice/activity space will be closed off, cleaned, and disinfected immediately and any other surfaces that could have potentially been infected/touched.

6. If a Team Member has come in to contact with someone who is confirmed to have COVID-19:

- a. Team Members must advise their employer/coach if they reasonably believe they have been exposed to COVID-19.
- b. Once the contact is confirmed, the Team Member will be removed from the workplace/practice/activity for at least 14 days or as otherwise directed by public health authorities. Team Members who may have come into close contact with the Team Member will also be removed from the workplace for at least 14 days.
- c. The workspace/activity area will be closed off, cleaned, and disinfected immediately and any other surfaces that could have potentially been infected/touched.

7. Quarantine or Self-Isolate if:

- a. Any Team Member who has travelled outside of Canada or the province within the last 14 days is not permitted to enter any part of the facility and must quarantine and self isolate.
- b. Any Team Member with any symptoms of COVID-19 is not permitted to enter any part of the facility and must quarantine and self-isolate.
- c. Any Team Member from a household with someone showing symptoms of COVID-19 is not permitted to enter any part of the facility and must quarantine and self-isolate.
- d. Any Team Member who is in quarantine or self-isolating as a result of contact with an infected person or in families who are self-isolating, is not permitted to enter any part of the facility.