

Club COVID-19 Safety Plan Template



PRINCE GEORGE GYMNASTICS

COVID-19 Safety Plan

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

Prince George Gymnastics COVID-19 Club Representative:

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This Club COVID-19 Safety Plan has been approved by Prince George Gymnastics Board of Directors on July 10th 2020.

****The Prince George Gymnastics Return to Sport document has been updated multiple times since the original publication date. All updates have been integrated in the document and are listed below****

August Addendum, and other club updates are in yellow.

October Addendum updates are in blue.

November 19th – December 7th Provincial Order in effect.

Overview of New Requirements for ALL Health Regions (Dec. 3, 2020)

These new requirements are in effect indefinitely, as indicated in the BC Provincial Order dated December 2, 2020.

Prince George Gymnastics has updated their Safety Plan, and is posted on the bulletin board inside the main door entrance, as well as on our website. This plan has been approved by the club board. Safety Plans **do not** need to be sent to regional health offices or GBC for approval.

- 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 will remain consistent when possible.
- No spectators are allowed at this time.
- No in-person competitions are allowed at this time.

New Requirements

- 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** separation at all times.
- All individuals must wear masks in all indoor public spaces (gymnastics clubs are included). Participants are not required to wear masks during physical activity. Please review the Government of BC website for more information about mask use. All staff will wear a mask while in the facility. Athletes will enter with a mask, and will wear it until they start their warm-up. Athletes will wear their mask when walking from event to event, as well as in all common areas. They will wear their mask when leaving the floor area through to their exit;
- 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.*
- No adult group programming is allowed at this time. Individual adult programming (maintaining **three meters** physical distancing) is allowed to continue.
- Active start and adaptive programs that include parent/guardian/aid support are allowed to continue as long as parents/guardians/aids wear masks and maintain **three meters** of physical distance from all participants other than their child.

Please note: Claims related to the transmission of COVID-19 will not be covered by Gymnastic BC's insurance policies; it is the responsibility of each member club to ensure that their individual members are aware of the absence of insurance coverage in this area and the risk they assume by returning to the gym.

Currently, the entire sport industry is dealing with an absence of coverage for claims related to the transmission of COVID-19. The entire sport industry is working together to find a resolution; this is not an issue unique to Gymnastics BC.

GBC RTS: Addendum October 1, 2020 Updates

As a result of GBC's ongoing advocacy with ViaSport and the Government of BC, new requirements recently came into effect relating to contact tracing, screening, and occupancy.

This document has been created to provide GBC clubs with updated information to guide club operations, and to provide to public health officials or WorkSafeBC personnel in the event of a club audit.

Please note: all GBC Return to Sport resources are available on the [Coronavirus and Gymnastics in BC](#) web page.

Updated Information:

Contact Tracing

Prince George Gymnastics is responsible for collecting contact tracing information, but is not required to share this information with facility owners or operators. Prince George Gymnastics will have access to contact tracing information for their programming including the first and last names and telephone numbers or email addresses of all participants (and other individuals in the member club facility) for a duration of at least 30 days after each individual attends the facility.

Daily Screening Requirements

- Daily screening processes must take place for all individuals entering Prince George Gymnastics
- Records of daily screening processes are required by GBC to be kept.
- GBC is aware of the discrepancy between the education sector's screening checklist and the screening requirements from viaSport. **viaSport provided direction on Thursday October 1, 2020** stating that the following symptoms must be included in daily screening processes until further notice:
 - fever,

- o chills,
- o cough,
- o shortness of breath,
- o sore throat and painful swallowing,
- o stuffy or runny nose,
- o loss of sense of smell,
- o headache,
- o muscle aches,
- o fatigue,
- o loss of appetite,
- o nausea or diarrhea.

Occupancy Management

- Gymnastics BC has received confirmation from viaSport that clubs are now allowed to adjust the maximum occupancy of their facility, if the facility has **separate spaces** (see details in the Occupancy Requirements section, below).
- We have adjusted our maximum occupancy to 53 according to the requirements outlined below.

Occupancy Requirements (for facilities with separate spaces)

Summary

No more than 50 people are ever allowed in a single separate space within a GBC member club facility at one time, while respecting physical distancing requirements and [BCRPA Restarting Guidelines](#). For example, a GBC member club facility with three separate spaces (e.g., classroom, gym area, and administrative area) may have more than 50 people within their facility at one time, as long as the max of 50 and BCRPA Restarting Guidelines including square footage requirements are respected within each separate space.

Please note: example scenarios are included below.

Definition of Separated Spaces:

Each facility may have more than one separate space with its own occupancy limit. Up to 50 people may be permitted within each separated space, if all requirements are adhered to (see GBC Return to Sport Plan, [BCRPA Restarting Guidelines](#)).

A separated space is defined as a space which:

- o Prevents individuals from mixing with other individuals that are in a different, separate space,
- o Allows for safe transition of individuals inside and outside of the separate space while maintaining physical distancing,
- o Allows individuals access to a washroom while maintaining physical distancing, and;
- o Adheres to all other GBC Return to Sport requirements.
- Determine the maximum occupancy of each separate space, within the facility (e.g., gymnastics area, lobby, classrooms), using Appendix 1 (pages 28-30) of the [BCRPA Restarting Guidelines](#), or by calculating how many people can safely occupy the space while maintaining a 3 meter physical distance between individuals.
- No more than 50 people are ever allowed in each separate space of the facility, at one time. They must respect physical distancing requirements (except for cohort groups as per [GBC's updated RTS Plan](#)).
- Coordinate with other facility operators to determine occupancy limits in shared, large facilities (e.g., shared space in a recreation center or school).
- The total occupancy limit for an entire facility should be determined by combining the occupancy limits for each separate space in the facility. Occupancy limits for each separate space should be posted in high visibility spaces.

GBC Return to Sport Plan: *Declaration of Compliance – Addendum August 28, 2020*

August 28, 2020

Effective August 24, 2020, the Government of BC and viaSport announced measures to progressively loosen restrictions on the sport sector.

The focus during this new phase is to carefully increase the number of contacts and contact intensity in sport.

Changes implemented as of August 24, 2020

Contact Tracing

Prince George Gymnastics will track internally the first and last names and telephone number, or email address of all participants. We are committed to following the [Ministerial Order](#) to ensure that contact tracing can be completed promptly if required.

Spotting

Prince George Gymnastics will remain committed to physical distancing practices while operating.

Prince George Gymnastics will permit its coaches to spot athletes for safety reasons **ONLY**.

Cohorts and Physical Distancing

November 19th – December 7th 2020 – Everyone inside the facility will maintain a physical distance of 3 meters apart at all times.

WE ARE NOT IMPLEMENTING COHORT RULES AND EXCEPTIONS UNTIL FURTHER NOTICE.

Prince George Gymnastics will carefully consider the safety and usefulness of cohorts in our club environment. In our club, a cohort is a group of participants who primarily interact with each other over an extended period of time (i.e., a series of training sessions and events). **At Prince George Gymnastics:**

- Cohorts must not exceed 100 people. Cohort sizes are different from maximum group sizes. When members of the cohort are gathering for activities, gatherings may still not exceed 50 people.
- We will document members of every cohort. This will help contract tracing, if needed.
- All guidance related to personal hygiene, cleaning protocols and symptom-screening still apply.
- Cohorts must be used for activities in which it is not possible to maintain two metres physical distancing at all times. When in a cohort, while individuals do not need to maintain physical distancing during sport specific activities, minimized physical contact is still advised. All individuals who are unable to physically distance must be counted within the total cohort number including coaches, staff, volunteers, etc.).
- At least two metres distancing should be maintained between all participants when outside of the gymnastics area (e.g. hallways, etc.). If physical distancing cannot be maintained masks should be worn.
- Coaches may be counted outside the total cohort number if they are able to maintain physical distancing at all times.
- Cohorts should remain together for an extended period of time. If changing cohorts is required, an athlete must either maintain a minimum of 2 metres of physical distance from all sport participants for two weeks before switching into a new cohort, or take a two-week break between activities.
- Individuals should limit the number of sport cohorts to which they belong in order to reduce the number of people they are interacting with (e.g. gymnastics, soccer, baseball, etc.).
- Communication must be sent to members of cohort groups outlining behavioral expectations.

- Parents, guardians, and spectators should not be included in a cohort. They must continue to maintain physical distancing at all times and are subject to maximum capacity of the facility where programming occurs.

In the context of gymnastics at **Prince George Gymnastics**, the introduction of cohorts means that:

- Spotting is allowed (see requirements above for the coach).
- Coaches can stand next to athletes for safety (under the bar(s), next to the beam, etc.)
- A small group of athletes can work at the same station.
- Athletes can have stretching/conditioning partners.

However, at **Prince George Gymnastics** it is important to note that two metres of physical distance **must** be maintained unless an activity has been deemed fundamental and it is not possible to maintain physical distancing while doing so. For example:

- A group of athletes must not sit within two metres of each other when on their break or resting.
- Athletes at the end of the vault, DMT runway, or starting area for tumbling must not stand close together while they wait for their turn.
- Physical distancing must still be maintained when moving from one apparatus to another.

Prince George Gymnastics has updated its organizational COVID-19 Return to Sport plan, and we will adhere to all requirements set out in the GBC's Return to Sport Plan, and in our plan. This addendum (*dated August 28, 2020*) will be attached to our club's Safety Plan.

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

Phases to Return to the Gym

Phase 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 for training purposes. A coach will step in for safety reasons only.
- ✓ Training groups for Phase 1 will be selected competitive/inter-club athletes, as described in Appendix 1.
- ✓ Small class size ratios of 6:1 and reduced training time of 2 hour sessions will be scheduled.
- ✓ A program summary for Phase 1 is included in Appendix 1.

Phase 2: Expanding Activities *(to begin when clubs are able to safely progress beyond Phase 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 for training purposes. A coach will step in for safety reasons only.
- ✓ Training groups for Phase 2 will include our remaining competitive/inter-club athletes.
- ✓ Larger class size ratios of no more than 8:1 and increased training times of up to 3 hour sessions will be scheduled.

Step 3: Progressively Loosen – Effective August 24, 2020

- ✓ Ability to maintain physical distancing (see Physical Distancing section in this document, addressing cohorts and spotting requirements).
- ✓ Adherence to occupancy limit.
- ✓ Minimal sharing of equipment.
- ✓ Heightened cleaning protocols.
- ✓ Focus on expanding programming to include regular training and competition preparation.
- ✓ Expand classes to younger, less experienced participants.
- ✓ Increase ratio (see Section 3.4 of GBC's Coaching Education Operations Manual)
- ✓ In-club and regional competitions can occur, if viaSport/GBC requirements are followed (more information will be provided to GBC member clubs as our competition season approaches).

Prince George Gymnastics Safety Plan Requirements

Facility Access

To access Prince George Gymnastics, please complete the following steps:

- 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.
- 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.*
- Assess facility traffic flow to ensure that **three meters** physical distancing is maintained at all times. We will be continuing with the drive thru format.
- Everyone inside the facility must maintain a minimum of **three meters** separation at all times.
- We will modify our distance markers to ensure **three meter** physical distancing.

- Drop off, and pick up is available at the front entrance in a drive thru format.
- Please line up in the drive thru, at your assigned drop off/pick up time, at the front of the building, please remain in your vehicle. All participants will exit the building from the front entrance once their ride is at the front of the drive thru line. They will be escorted out.
- Parents/guardians will be instructed to drop off and pick up their children **on time** without coming into the gym. Drop off, and pick up times will be staggered to eliminate groups from gathering.
- Parents/guardians will be instructed to tell their children to follow instructions of all Prince George Gymnastics staff when entering and exiting the facility.
- Prior to entering the facility, **all individuals** must complete our Daily Screening Checklist, through their Uplifter account, no more than one hour prior to training time. Families have been given instructions with regard to the screening process. Those with seasonal allergies must provide a doctors note prior to entering the facility.
- **Anyone entering the facility must wear a mask upon entry. The children will wear their mask until their practice has commenced. The children will put their mask back on when exiting the main floor area through to their exit. All staff will wear their mask when in the common areas, and will also wear them on the floor area when unable to distance.**
- 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. We have closed our locker rooms, but have opened one change room for those coming directly from school. The change room has been added to the cleaning log;
- Member fees will be processed as normal on the first Friday of each month, at the new training hours per week, competition fees will not be collected for the remainder of this season. Please ensure we have an up to date credit card on file. Should you have any questions, or need to come in, please e-mail the office at pggymnastics@telus.net, or call 250-564-7343 to arrange ahead of time. If you do have to come into the gym for any reason you will be required to complete the screening prior to entry.
- Prior to participating in any programming, **all participants, parents/guardians, and club personnel** must complete required GBC forms.

Facility Operations

- Prince George Gymnastics maximum occupancy (during Steps 1, 2 and 3) is: 52
 - Maximum Occupancy for the lobby is: 13
 - Maximum Occupancy for the Office is: 1
 - Maximum Occupancy for the lower coaches office is: 1
 - Maximum Occupancy for the upstairs staff space is: 2
 - Maximum Occupancy for the girls bathroom is: 1
 - Maximum Occupancy for the boys bathroom is: 1
 - Maximum Occupancy for the main gym is: 50
 - [Signs indicating these occupancy limits](#) are posted clearly in each space.
 - We have marked pathways inside the gym with green X marks to show the path around the gym.
- Shared items (e.g., iPads) that can be disinfected between users are permitted. Avoid bringing unnecessary shared items to the gym.
- Locker rooms, and spectator area will be closed until further notice.
- (Competitive and Inter Club) Participants will be required to have their own chalk in a container/bag large enough to fit their hands. Athlete list has been provided to the families.
- The foam pit has been covered with mats so the space can be used as a landing zone from vault, bars, beam, floor, and trampoline.
- Prince George Gymnastics is responsible for collecting contact tracing information, but is not required to share this information with facility owners or operators. Prince George Gymnastics will have access to contact tracing information for their programming including the first and last names and telephone numbers or email addresses of all participants (and other individuals in the member club facility) for a duration of at least 30 days after each individual attends the facility.
- No adult group programming is allowed at this time. Individual adult programming (maintaining three meters physical distancing) is allowed to continue.
- Active start and adaptive programs that include parent/guardian/aid support are allowed to continue as long as parents/guardians/aids wear masks and maintain three meters of physical distance from all participants other than their child.

Occupancy

Occupancy Management

- We have adjusted the maximum occupancy of the facility to 52 since our club has separate spaces (see details in the Occupancy Requirements section in Addendum).
- We have determined the maximum occupancy of each separate space, within the facility (e.g., gymnastics area, lobby, classrooms), by calculating how many people can safely occupy the space while maintaining a three meter physical distance between individuals

Cleaning

Prince George 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 various cleaning logs that will be kept in the washroom, main floor area, and front entrance. A template of our log will be available online, and/or in hard copy posted at the gym;
- We will clean the entrance/exit, gym lobby, and other high touch-point areas (e.g. washroom counters, doors, kitchen/break areas (the athletes will not be having breaks until further notice) frequently. The front entrance will be disinfected prior to arrival, and before the next group arrives. Washrooms will be disinfected prior to arrival of the first group, and regularly throughout the day.
- The main floor stations (equipment) will be disinfected between rotations, with regular fogging throughout the day to ensure all surfaces have been disinfected.
- Equipment that cannot be cleaned (foam pit) will not be used until an appropriate cleaning process has been identified. Athletes will be washing or sanitizing between rotations.
- Communal gym tools will be cleaned or sanitized between each 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

Prince George Gymnastics will inform members of the new protocols (See Appendix 3) 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 2)
- 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 or telephone to Lauren Korpi, laurkorpi@hotmail.com, 250-981-4266
- Prince George Gymnastics will post various resources and posters provided by the BC Centre for Disease Control (CDC), WorkSafeBC and GBC on our website, facility entrance, and in prominent places throughout the gym.
- We have appointed Lauren Korpi, laurkorpi@hotmail.com, 250-981-4266 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 Prince George Gymnastics will be provided to staff to address the COVID-19 Safety Plan and programming modifications.
- Staff have created a list of frequently asked questions to show participants what to expect at the gym, and will provide orientation opportunities for the returning members.
- Staff should contact their supervisor if have questions or concerns as they return to their roles.
- Staff must be hand-washing or sanitizing frequently throughout classes, before/after breaks, and at a minimum, after each rotation.
- Staff help to ensure physical distancing measures and cleaning protocols have been adhered to in all spaces.

Screening

- Prince George Gymnastics requires that prior to entering the facility, all individuals must complete the Daily Screening Checklist no more than one hour prior to the scheduled training time.
- Individuals must stay home if they, or any household members, are experiencing any symptoms listed in the Daily Screening Checklist. They must also stay home if they have knowingly been exposed to someone who has a confirmed case of COVID-19 (Refer to Illness Policy – Appendix 2).
- 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.
- Those with seasonal allergies must obtain a doctor's note prior to entry into the facility.

Personal Hygiene

- Prince George Gymnastics will provide sanitizing stations at various locations throughout the facility, including, but not limited to entrance/exit, at each apparatus, and in the staff areas;
 - Prince George Gymnastics will have a staff escort for the athletes on entering the facility 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, between apparatus changes, and upon exiting the facility.
 - All participants should arrive dressed for their class and only bring what they need in a marked bag. They have been asked to arrive in socks. They will store what they do not need on the floor area in a marked area on the boot rack. We have previously sent out a list to the parents of the supplies they will need on the floor area.
 - Sharing of personal items including, but not limited to, food and beverages (e.g. water bottles) is forbidden.
 - Anyone entering the facility must wear a mask upon entry. The children will wear their mask until their practice has commenced. The children will put their mask back on when exiting the main floor area through to their exit. All staff will wear their mask when in the common areas, and will also wear them on the floor area when unable to distance.
- All individuals must wear masks in all indoor public spaces (gymnastics clubs are included). Participants are not required to wear masks during physical activity. Please review the Government of BC website for more information about mask use. All staff will wear a mask while in the facility. Athletes will enter with a mask, and will wear it until they start their warm-up. Athletes will wear their mask when walking from event to event, as well as in all common areas. They will wear their mask when leaving the floor area through to their exit;
- Use of masks is optional. Individuals (including staff and athletes) may choose to wear a mask, at their discretion. However for safety reasons the athletes cannot wear a mask during activities. Masks must be worn in any situation where physical distancing of 2 meters is not possible. We will have masks on hand at our sanitizing stations. Should masks be worn they will be taken home for washing daily, or disposed of.

Physical Distancing

- Everyone who enters Prince George Gymnastics must maintain, at minimum, physical distancing of 3 meters, at all times. Individuals will remain in their cohorts, but will exercise physical distancing of 3 meters at all times.

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- Team members in cohorts however, are permitted to lighten physical distancing measures when necessary. (See Addendum for cohort guidelines)
- Coaching for all programs must be primarily hands-free (no spotting).
- Although physical distancing is strongly advised, coaches are permitted to spot athletes who are learning new skills, or when spotting is required for safety. Coaches **must** wear a mask when spotting athletes, and coaches **must** also sanitize their hands between spotting different athletes.
- Prince George Gymnastics will use the parking lot, when weather, and traffic, allows for warm-ups/conditioning, and any other safe activities that follow the physical distancing, and cleaning requirements.

Scheduling of Activities

- Prince George Gymnastics will adhere to the [Rule of Two](#) at all times. This means that no one-on-one training (without another **adult** present) will take place.
- In order to meet provincial health officer requirements, group 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

- 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.
- Prince George Gymnastics will have personal protective equipment (PPE) on hand (gloves, masks), stored separately from first-aid kits in case of emergency.
- Prince George Gymnastics will maintain a well-stocked first aid kit in case of emergency.

Illness Policy

- Prince George Gymnastics Illness Policy is provided in Appendix 2.

Outbreak Response

Prince George 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, Lauren Korpi will be the main point of contact for all parties. Lauren Korpi 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, Lauren Korpi will implement enhanced cleaning measures to reduce risk of transmission. Lauren Korpi may communicate with the facility operator to notify the facility right away.
3. Lauren Korpi will implement the illness policy (see Appendix 2) 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](#).
4. In the event of a suspected case or outbreak of influenza-like-illness, Lauren Korpi 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 Prince George 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.

Prince George Gymnastics will post the following posters in visible spaces at our facility:

- o [Hand-washing poster \(more detailed\)](#)
- o [Physical distancing \(At entrance and in other spaces\)](#)
- o [Entry check for visitors \(at Entrance\)](#)
- o [Occupancy limit poster \(in each applicable space\)](#)
- o [Cover coughs and sneezes](#)

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: Programming Summary

Phase 1 Programming Summary (To be posted in the gym lobby with occupancy limit poster)

**Prince George Gymnastics
Step 1: Program Summary
(July 10th 2020)**

Number of training groups each week: 17

Maximum Occupancy for facility (publicly posted in the lobby): 49

Summary of Activities

Coach Name	Class Description	Days and Times	Group Size
Becky Parlee	WAG competitive	Mon/Wed/Thurs 9:30-11:30am	6
Jaymie Hinks	WAG competitive	Mon/Thurs 12:30Pm – 2:30pm and Tues 9:30-11:30am	4
Becky/Jaymie alternate	WAG competitive	Tues/Wed 12:30pm – 2:30pm and Fri 9:30-11:30am	5
Jenn Watt	WAG competitive	Mon/Wed/Fri 10 – 12:00pm	5
Jenn Watt	WAG competitive	Tues/Thurs 10 – 12pm	4
Carolyn Emon	Trampoline competitive	Tues/Thurs 6 – 8pm	6
Carol Garcia	WAG inter-club	Tues/Thurs 3:30 – 5:30pm	6
Carol Garcia	WAG inter-club	Tues and Thurs 12:30 – 2:30pm	5
Rita Hacker	WAG inter-club	Tues and Thurs 1 – 3pm	5
Rita Hacker	WAG competitive	Tues/Thurs 10 – 12pm	6
Storm Garcia	WAG competitive	Mon/Fri 9:30 – 11:30am and Wed 12:30 – 2:30pm	5
Storm Garcia	WAG competitive	Mon/Fri 12:30 – 2:30pm and Wed 9:30 – 11:30am	4
Storm Garcia	MAG competitive	Mon/Wed/Fri 3 – 5pm	4
Marissa McCarville	MAG inter-club	Mon/Wed/Fri 3 – 5pm	3
Aly Muir	WAG inter-club	Mon/Wed 6:30 – 8:30pm	6
Charlotte Dickerson	WAG inter-club	Mon/Wed 6:30 – 8:30pm	6
Jenn Schwandt	WAG inter-club	Tues/Thurs 6 – 8pm	6

Appendix 2: Prince George Gymnastics Illness Policy

In this policy, “Team Member” includes an employee, contractor, 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, loss of appetite, nausea, or diarrhea.

See BCCDC website for a full list of symptoms: <http://www.bccdc.ca/health-info/diseasesconditions/covid-19/about-covid-19/symptoms>

2. Assessment

a. Team Members must complete the daily screening check list prior to entering the facility to attest that they are not feeling any of the COVID 19 symptoms.

b. If Team Members are unsure please have them use the BC COVID-19 self-assessment tool <https://bc.thrive.health/covid19/en>.

c. Managers/coaches may 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.

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 within the sport environment, they should be sent home immediately and contact 8-1-1 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. Follow the direction of health officials.

5. Quarantine or Self-Isolate if:

a. You have travelled outside of Canada within the last 14 days.

b. You have come into close contact with someone who has tested positive for COVID-19.

c. You have been advised to do so by health officials.