

## Introduction Part 1

# CHIMO GYMNASTICS COVID-19 Safety Plan

Chimo Gymnastics has prepared this “return to play plan” in compliance with Gym BC and the provincial authorities. In an effort to re-open our programs, we have implemented a number of policies, procedures and practices that will change the way we do business. Our intention is to ensure the safety of all participants and staff as it applies to the Covid-19 pandemic. We realize that the situation is fluid and as such, we will need to evaluate and adjust accordingly.

Chimo Gymnastics Club is committed to supporting the Comox Valley in doing our part in minimizing the spread of the Covid-19 virus and its affects. The attached policies, procedures and practices may exceed some government regulations due to the already challenging demands of the current situation and the effects on our organization with staffing and programming.

Updates and communications will be sent via email and posted on the Chimo website as regularly as possible.

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

*CHIMO GYMNASTICS COVID-19 Club Representative:  
Kyna Fletcher  
chimoed@shaw.ca*

This COVID-19 Safety Plan has been approved by the Chimo Gymnastics Club Board of Directors

Amended December 5th 2020

New amendments in Purple

# General 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"> <li>• Frequent hand-washing or sanitizing</li> <li>• Cough into your sleeve</li> <li>• Wear a non-medical mask</li> <li>• No handshaking</li> </ul>	<ul style="list-style-type: none"> <li>• Routine daily screening</li> <li>• Anyone with any symptoms must stay away from others</li> <li>• Returning travelers must self-isolate</li> </ul>	<ul style="list-style-type: none"> <li>• More frequent cleaning</li> <li>• Enhance surface sanitation in high-touch areas</li> <li>• Touch-less technology</li> </ul>	<ul style="list-style-type: none"> <li>• Meet with small numbers of people</li> <li>• Maintain distance between you and others</li> <li>• Size of room: the bigger the better</li> <li>• Outdoor over indoor</li> </ul>	<ul style="list-style-type: none"> <li>• Spacing within rooms or in transit</li> <li>• Room design</li> <li>• Movement of people within spaces</li> <li>• Markers and personal space boundaries</li> </ul>

# 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.
- ✓ Small class size ratios of 5-6:1 and reduced training time of 1.5 - 4 hrs per day were scheduled.
- ✓ No spotting in the first phases

## **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 5 -7:1 and increased training times of 1-5 hrs. will be scheduled as we move through the phases of reopening

## **Step 3: Progressive Loosening of Restrictions and The 'New Normal'**

- ✓ Maintenance of physical distancing requirement within the facility
- ✓ Planning and adherence to the occupancy limits
- ✓ Maximize cleaning protocols
- ✓ Programs can be expanded to use the concept of "cohorts"
- ✓ Physical distancing must still be maintained between cohorts and other programs in the gym
- ✓ In club and regional meets can occur if Viasport /GBC requirements are followed
- ✓ Participants can move between cohorts if they quarantine for a two week period

# Chimo Gymnastics Club Safety Plan

## To access Chimo, please adhere to the following:

- Drop off is available at the Chimo entrance: North east side of the facility.
- In order to participate in a program and/or enter the facility, ***all individuals*** must submit the Daily Screening Checklist through the online link provided. Participants must have submitted the online checklist in order to participate. Hard copies will be made available for a limited time. This information will not be shared unless needed for contact tracing. Daily screening information will be held for 30 days.
- In addition to the online screening (or hard copy) Adults entering the facility must wear a mask
- We are asking athletes to also wear masks at a minimum when entering the facility. At this time masks are not required for athletes during training.
- Adults participating in parent and tot classes are required to wear a mask
- No spectators are permitted in the facility at this time
- Participants must adhere to temperature checks if being done
- Mandatory masks are required for anyone 12 years plus to enter the facility and in all public areas
- Participants or individuals who have not completed the "daily screening form" will not be permitted to participate in the program on that day
- Participants are asked to only bring what is required for program participation with them into the gym. Ie. Water bottle, grips and outerwear. (no access to water fountains within the facility so please bring your own)
- Please line up outside the front door of the facility, maintaining a physical distance of 2m between yourself and others by standing on the marked area until prompted to move. Capacity inside the lobby is a maximum of 8 people inclusive of staff.
- Chimo staff will ensure participants have submitted their online daily screening form before being lead to hand sanitizing station and then into the gym.
- All participants will exit the building at southwest exit door. Participants cannot congregate in groups if waiting for pick up. Please adhere to social distancing via the marked areas 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. **Participants who are ten minutes late or more, will not be permitted to join the program.**
- Parents/guardians will be instructed to tell their children to follow instructions of all Chimo Gymnastics Club staff when entering and exiting the facility. Anyone not following protocols will forfeit their position in the program. Only the program fee will be refunded as membership and club fees are non-refundable.
- When classes are completed, all individuals must leave promptly. Parents will be reminded to pick up their children on time at the southeast corner of the building.
- Parents will ensure that their children arrive dressed appropriately for class. Please ensure hair is tied up securely.
- We have closed all storage and lockers are not accessible until further notice. Any excess clothing can be deposited into a bin or hung on the hooks provided.
- Personal items must return home with participants each day
- Please be sure to wash all clothing worn or used in the gym each day.
- If the website is not accessible for members, they can call Chimo Gymnastics Club 250.941.0067 or email [chimogymnastics@shaw.ca](mailto:chimogymnastics@shaw.ca)
- Members will be asked to register and pay for all programming through our website, which can be found here: <https://chimogymnastics.uplifterinc.com/login/>
- Prior to participating in any programming, **all participants, parents/guardians, and club personnel** must complete required GBC forms.

## Facility Operations

- Chimo Gymnastics Club maximum occupancy (during Steps 1 and 2) is: 49 in the lobby, gym and office areas
  - Maximum Occupancy for the lobby is: 6
  - Maximum Occupancy for the Office is: 4
  - Maximum Occupancy for the main facility is: 49 (total for all areas)
- Viewing area will be closed for the immediate future
- [Signs indicating these occupancy limits](#) are posted clearly in each space.
- We have marked pathways inside the gym using signage, floor stickers and colorful tape.
- 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 until further notice.
- Participants are required to have and use their own chalk in a container/bag large enough to fit their hands. They will also be required to have a personal yoga mat for individual assignments.
- Due to stringent limitations on facility occupancy, we are not able to provide a spectator viewing area until further notice.
- The foam pit has been reconfigured with a covering and mats so the space can be used as a landing zone.

## Cleaning

### **Chimo Gymnastics Club 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 main office.
- The Town of Comox staff will clean the entrance, gym lobby, and other high touch-point areas (e.g. washroom counters, doorknobs, handrails. Washrooms will be disinfected as posted in the center.)
- If not possible, equipment will be disinfected after each class and/or rotation during until further notice.
- Communal gym tools will be cleaned or sanitized between each rotation
- 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.
- Participants will be required to hand sanitize upon entry, between rotations and upon leaving the facility.
- Washroom access is limited and as such hand washing will be only done after use in the washroom

## Communication

Chimo Gymnastics Club will inform members of the new protocols (See Appendix 2) 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 have increased to 3 meters
- 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 [chimogymnastics@shaw.ca](mailto:chimogymnastics@shaw.ca) or 250.941.0067.
- Chimo Gymnastics Club 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 Kyna Fletcher as a single point of contact to address all COVID-19-related communications, compliance, and coordination in the gym. [chimoed@shaw.ca](mailto:chimoed@shaw.ca)

**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 Chimo Gymnastics Club will be provided to staff to address the COVID-19 Safety Plan and programming modifications.
- Staff have created an Instagram story to show participants what to expect at the gym.
- Staff will contact their supervisor if have questions or concerns as they return to their roles.
- Staff will adhere to the Clubs health and safety policies and procedures in place for Covid-19

### Screening

- Chimo Gymnastics Club requires that prior to entering the facility, all individuals must complete the Daily Screening Checklist either through online submission or hard copy. If done as a hard copy it must be immediately submitted for filing to the staff member at the front entry.
- 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 may 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.
- Participants or staff with "seasonal" allergy symptoms are required to have a doctor's note to be admitted to the facility if they present with symptoms similar to those of the Covid-19 virus.
- Participants or individuals who have not completed the "daily screening form" will not be permitted to participate in the program on that day
- Adults entering the facility must wear a mask and have completed the daily screening online or hard copy.
- Staff on the floor coaching must wear a mask
- Office staff must wear a mask in common areas of the facility, but are not required to wear a mask at their desk
- Athletes entering the facility must wear a mask, and are encouraged to do so as much as possible during extended trainings.

## Personal Hygiene

- Chimo Gymnastics Club will provide hand sanitizing stations within the gymnastics facility including the entry door, exit door, apparatus and desks.
- Hand- sanitizing will be required at a minimum upon entering the facility, after using the washroom, between apparatus changes and leaving the facility.
- All participants must arrive dressed for their class and bring only what they need in a marked bag (e.g. chalk, grips, full water bottle, hand sanitizer, yoga mat, socks, gloves, tape, etc.). Bags will be left in an allocated space and only the equipment necessary for the events will be permitted in the training area.
- Athletes training 4 hours or less should come to training well-nourished as nutrition breaks cannot be provided.
- Sharing of personal items including (but not limited to) food and beverages (e.g. water bottles) is forbidden.
- Adults and participants 12 yrs and older are required to wear masks in all public spaces.
- Athletes 12 years and older are asked to wear masks on the gym floor and for as much training as possible
- Athletes 11years and under are asked to wear masks in all public spaces and on the gym floor when possible
- Athletes will be permitted to only leave the gym during training to use the washroom facilities. In addition to handwashing, athletes must use hand sanitizer prior to re-entry to training.
- Athletes are not permitted to use any vending machine within the facility.
- Athletes should not require nutrition breaks during training, due to the timing of their training
- Due to limited space, program schedules and congregating not being permitted, any athletes requiring a nutritional boost, must do so between events. Nutrition should consist of something with a wrapper and is easy access. There is only hand sanitizing stations within the immediate location.

## Cohorts and Physical Distancing

- Everyone who enters Chimo Gymnastics Club must maintain, at minimum, physical distancing of 3 meters, at all times. (at least one cartwheel away!)
- Coaching for all programs will be performed hands-free (no spotting). Spotting will only be done if a participant's safety is at risk and masks are worn. Coaches must hand sanitize between spotting athletes
- Chimo Gymnastics Club may use outdoor space (the main playing field) for conditioning and any other safe activities assuming physical distancing requirements and cleaning requirements can be maintained.
- All areas are clearly marked with physical distancing reminders, arrows for direction of travel
- Athletes within a cohort must maintain physical distance within the rest of the participants in the gym
- Cohorts are athletes who consistently together in one group for an extended period of time. If changing cohorts or programs, a participant must take a two-week break from 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
- As per health authorities' recommendations, individuals should not be participating in more than one activity per day (ie. Going from one sport to the next on a given day, rather one activity per day)

## Scheduling of Activities

- Chimo Gymnastics Club 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, 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 for 30 days
- Due to capacity numbers, and space, the viewing area will be closed until further notice.
- Comp program parent/ athlete meetings to communicate plan scheduled prior to opening
- Club Safety Plan email sent to all current members/ plan posted on website
- All coaches will be certified as per GBC requirements and trained on Covid19 processes
- Classes will be staggered so group arrivals and departures minimize overlap
- Athlete breaks will be eliminated to prevent participants from congregating
- No adult programming will be permitted at this time
- Active start and adaptive programming that include parent/guardian/aid support can continue if the adults wear masks and maintain three meters of physical distance from other participants other than their child

## 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.
- Chimo Gymnastics Club will have personal protective equipment (PPE) on hand (gloves, masks), stored in first-aid kits located at each apparatus in case of emergency.
- Chimo Gymnastics Club will maintain an additional well-stocked first aid kit in case of emergency.

## Illness Policy

- Chimo Gymnastics Club Illness Policy is provided in Appendix 1
- Seasonal allergies should be noted on the daily screening and via doctors note
- Exposure practices are posted on the Chimo Website

## Outbreak Response

### **Chimo Gymnastics Club 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, Kyna Fletcher [chimoed@shaw.ca](mailto:chimoed@shaw.ca) will be the main point of contact for all parties who also 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, Kyna Fletcher will implement enhanced cleaning measures to reduce risk of transmission.
3. Kyna Fletcher 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, Kyna Fletcher 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 Chimo Gymnastics Club 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.