



EMERALD CITY GYMNASTICS

COMPREHENSIVE COVID-19 EXPOSURE CONTROL

May 2020

The purpose of this document is to provide specific procedures at Emerald City Gymnastics Academy. These procedures are subject to the guidance provided by state health departments, the Centers for Disease Control (CDC), as well as our personal experts leading us. As the situation with COVID-19 continues to change and the guidance from those agencies can shift with little to no notice, Emerald City Gymnastics Academy reserves the right to adjust these procedures, with or without amending these written procedures.

Effective Immediately, Sandy Flores will act as the COVID-19 Supervisor of Emerald City Gymnastics Academy (ECGA) and will be responsible for all education, monitoring the health of employees, and enforcing the COVID-19 facility safety plan.

Employees who choose not to return to work or to remove themselves from the facility because they do not believe it is safe to work due to the risk of COVID-19 exposure, may have access to certain leave or unemployment benefits.

Emerald City Gymnastics Academy will post signage visible to all customers on gym policies and health policies to help educate occupants on COVID-19. Emerald City Gymnastics Academy will and is doing everything possible to educate the staff, students and families to help stop the spread of COVID-19 and all airborne illnesses.

EMPLOYEE PROTECTION

- Any job that can be done from home, will be done from home.
- All employees MUST stay home if feeling ill, report any symptoms of illness to COVID-19 Supervisor, and require notification of COVID-19 cases in employee household.
- Employees who are particularly vulnerable to COVID-19 according to the CDC will not return to work until consulting with medical personnel and receiving clearance from Emerald City Gymnastics Academy ownership.
 - Employees over the age of 65.
 - Employees with serious underlying medical conditions such as chronic lung disease.
 - Employees with moderate to severe asthma.
 - Employees who are immunocompromised.
- All employees will be screened daily for COVID-19 symptoms. A yes answer to any of the following questions will result in the employee being sent home:
 - Have you been in close contact with a confirmed case of COVID-19?
 - Are you experiencing a cough, shortness of breath or sore throat?
 - Have you had a fever in the last 48 hours?
 - Have you had loss of taste or smell?
 - Have you had vomiting or diarrhea in the last 24 hours?

- Temperature Screening
 - All employees will be asked to be temperature screened prior to arriving at work.
 - A touchless thermometer will be available at the facility in case needed.
 - Temperature should not exceed 100.4 degrees Fahrenheit and will be sent should it exceed.
- Any employee who exhibits COVID-19 symptoms (answers yes to any of the screening questions, or who is running a fever will be asked to leave the premises immediately and seek medical care and/or COVID-19 testing, per the Washington State Health Department and CDC guidelines.
 - Emerald City Gymnastics Academy will maintain confidentiality of employee health information.
- Employees will wear face masks at their own discretion.
- Hand Sanitizer will be placed throughout the gym for frequent sanitizing.
- Employees are to increase hygiene practices – wash hands more frequently, avoid touching face, practice good respiratory etiquette when coughing or sneezing.
- Social distancing will be in effect. All employees should remain 6 feet from other individuals when permissible.
- Congregating in the staff room will be limited to 5 people.
 - Staff must maintain social distancing of at least 6 feet.
- Emerald City Gymnastics Academy has written plans for potential COVID-19 cases and will be prepared to work with local health department officials as needed.

A safety briefing will be conducted at the start of each training session to re-emphasize the protective measures for everyone to include maintaining social distancing, sanitation protocols, and pre-session screening.

All issues regarding worker safety and health are subject to enforcement action under L&I's Division of Occupational Safety and Health (DOSH).

- Employee Workplace safety and health complaints may be submitted to L&I DOSH Safety Call Center at 1-800-423-7233 or via email to adag235@lni.wa.gov

CUSTOMER PROTECTION

- Customers will be questioned for illness upon entry to the facility.
 - Persons with any possible exposure to COVID-19, signs of illness and/or temperatures above 100 degrees Fahrenheit will not be permitted on the premise.
- All customers will be required to sanitize their hands upon entering the facility.
- Any person that is vulnerable or at-risk for COVID-19 as identified by the CDC will not be permitted to enter the facility at this time.
 - People over the age of 65.
 - People with serious underlying medical conditions such as chronic lung disease.
 - People with moderate to severe asthma.
 - People who are immunocompromised.
- Emerald City Gymnastics Academy encourages all families to pick up and drop off and not enter the building.
 - Employees will be visible in the parking lots to help with children entering and exiting.
- If an adult must observe class, only one parent/guardian is allowed in the facility at a time. No siblings will be permitted in the facility unless registered for a class at that same time..
- All athletes/students will sanitize/wash hands after every rotation.

TRAFFIC FLOW

- Team athletes will enter from the East entrance. Recreational and Preschool students will enter from the West entrance. Team athletes will exit from the East exit/entrance, Recreational and Preschool students will exit from the North exit.
- Observation areas will be adjusted to facilitate social distancing. We strongly encourage drop off and pick up only.

BUSINESS ADAPPTIONS

- Social distancing will be mandated. The maximum number of people in the building will not exceed 145 at any given time. Groups will be conducted with 5 athletes/students or less.
- Emerald City Gymnastics Academy staff will conduct regular disinfecting of high-touch surfaces, equipment and common areas of the facility using disinfectant cleaning supplies according to CDC guidelines.
 - A cleaning schedule and assignments will be posted at the beginning of each week.
 - Employees will be provided personal protective equipment such as gloves and face mask to use while assisting with the disinfecting of the gym.
- All families will be required to sign a new waiver which includes COVID-19 measures.
- Lockers for the team will not be immediately available. All competitive gymnasts will be required to bring a personal backpack with all personal equipment.
 - Chalk and individual containers will be supplied by ECGA.
 - Athletes that use water (spray bottle) on bars, must bring their own spray bottle.
 - Team athletes must have their own hand sanitizer.
 - Nothing will be shared, including hairbrushes, tape, bag balm, etc.
- Cubbies will be available for the Recreation and Preschool students and will be wiped down between all classes. Disinfectant wipes will be available for families to use as well.
- Emerald City Gymnastics Academy recommends that customers wear face masks at their own discretion.
- Some equipment will be restricted to maintain at least 6 feet of distance between gymnasts.
- Water fountains will be closed. All gymnasts will be required to bring their own water bottle.
- Spotting will be limited to safety purposes only.
- Gloves will be worn when there is any contact with an athlete/student (spotting or taping).
- There will be no partner activities during classes and/or workouts.
- All props will be sanitized after each use.
- Athletes and coaches will avoid physical contact with another: e.g., hugs, high fives, etc.
- Athletes, coaches and families will not be allowed to enter the facility if they or a household member has had onset of illness with symptoms compatible with suspected or lab-confirmed COVID-19 in the prior 14 days.
- Emerald City Gymnastics Academy has a written plan and will work with local health authorities if a member has developed a positive COVID-19 diagnosis.
 - Emerald City Gymnastics Academy will maintain confidentiality of the COVID-19 infected person.