



# **Powell River Gymnastics Society COVID-19 Safety Plan**

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

**Powell River Gymnastics Society COVID-19 Club Representative:**

*Michele Dillon / Executive Director / prgymnastics@hotmail.com / 604-485-0520*

**This original version COVID-19 Safety Plan was approved by the Powell River Gymnastics Society's Board of Directors on June 23, 2020. This COVID-19 Safety Plan has been amended and updated since the original publication date and the changes have been integrated in this latest version of the document. This document has been approved by the Powell River Gymnastics Society's Board of Directors on November 12, 2020.**

**AMMENDED and UPDATED: November 11, 2020**

**November 7, 2020 updates include Screening Requirements - Cohorts and Physical Distancing - Scheduling of Activities**

**October 1, 2020 updates include Contact Tracing - Daily Screening, Occupancy Management**

**August 28, 2020 updates include Spotting - Cohorts and Physical Distancing - Addendum**

**Please note: Powell River Gymnastics Society also operates as PRGS, Powell River Gymnastics & Cheer, Powell River Gymnastics, and Powell River Gymnastics & Circus Arts.**

# Introduction

The health and safety of all our participants and employees is at the heart of everything we do, and so we have developed a COVID-19 Safety Plan to ensure we are maintaining a safe environment for all. Powell River Gymnastics Society's COVID-19 Safety Plan includes all relevant information from the Gymnastics BC's Return to Sport Plan, which was developed using viaSport's Return to Sport document, approved by the BC government (Provincial Health Officer) and WorkSafeBC. Further, our club is staying current with all requirements provided by the Provincial Health Office, Regional Health Authorities, WorkSafeBC, and Gymnastics BC.

This plan is based on a thorough assessment of risk, and involved consultation with employees, volunteers, participants, and other individuals.

This plan has been developed in order to ensure:

- the health and safety of all individuals is a priority
- activities are in alignment with provincial health recommendations
- modifications to activities are in place in order to reduce risks
- our sport is united and aligned on a plan to reopen throughout the province

Our Safety Plan is based on current public health guidance. We are all doing our best to minimize the risk of exposure to COVID-19, however while this virus can circulate throughout our world, country, province, and our communities, it is impossible to completely eliminate the risk. While we do hope things will return to normal in the not too distant future, this COVID-19 Safety Plan will be the 'new normal' until we are advised otherwise by public health authorities, and should you choose to join us, we will require your full co-operation with our COVID-19 Safety Plan. We may change and update this document and our procedures subject to any changes following provincial and federal health safety requirements.

Sincerely,

Powell River Gymnastics Society

**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.**

## Overview of new Requirements for Fraser Health and Vancouver Coastal Health Regions (Nov.7, 2020) from Gymnastics BC

- Everyone inside the facility must maintain a minimum of two meters apart at all times.
- 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. Additionally, coaches must wear masks when spotting an athlete for safety.
- Any programming that is not supervised or is unstructured should be cancelled for the next 14 days. For clarity, no casual, no 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 split differently.
- Training groups should remain consistent for seasonal programming periods (including cohorts, where applicable).

### **Screening Requirements**

- Prior to entering the facility, all individuals must complete a Daily Screening Checklist (see Appendix 1) in electronic or hard-copy. The club must retain documentation of the screening process. As participants and parents enter the facility, everyone must respect the process to ensure that it is completed smoothly and efficiently.
- Individuals must stay home if they are unwell or if someone in their household is sick. They must also stay home if they have knowingly been exposed to someone who has tested positive for COVID-19 recently (Refer to Illness Policy, Appendix 2).
- Do not allow individuals to 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.

### **Tips**

- If an individual experiences seasonal allergies (or other flu like symptoms), they should get a doctor's note explaining their symptoms before entering the gym.
- Immuno-compromised (high-risk) individuals should consult a medical practitioner before returning to the gym.
- A club may choose to add temperature checks as part of their COVID-19 Safety Plans. – PRGS has done this since opening Aug 3, 2020.

# Principles

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

<b>Personal Hygiene</b>	<b>Stay Home If Sick</b>	<b>Environmental Hygiene</b>	<b>Safe Social Interactions</b>	<b>Physical Modifications</b>
<ul style="list-style-type: none"><li>• Frequent hand-washing</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>• Plexiglass barriers</li><li>• Movement of people within spaces</li></ul>

# Steps to Return to the Gym

## Step 1: Starting Activities (Late June – July)

Start Date: August 4, 2020

### Starting Activities:

- viaSport and Gymnastics BC Return to Play plans released;
- PRGS's Return to Play plan created, approved by Board of Directors, and released;
- Facility prepared for enhanced safety protocols;
- Staff training on enhanced safety protocols.

### 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.
- ✓ Training groups for Step 1 are described in Appendix 1.
- ✓ Small class size ratios (maximum 6:1) and reduced training time (1-3 hours) will be scheduled.
- ✓ A program summary for Step 1 is included in Appendix 1.

## Step 2: Expanding Activities

(late August – TBD, to begin when we are able to safely progress beyond Step 1)

Start Date: September 21, 2020

### 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.
- ✓ Training groups for Step 2 will be determined when transitioning to Step 2.
- ✓ Larger class size ratios (maximum 8:1) and increased training times of (1-4 hours) may be scheduled.
- ✓ A program summary for Step 2 will be provided.

### Step 3: Progressively Loosen – Effective from GBC August 24, 2020 (September – TBD)

- ✓ 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 preparations.
- ✓ Expand classes to younger, less experienced participants.
- ✓ Increase ratio (section 3.4 of GBC's Coaching Education Operations Manual) and training time for each group.
- ✓ 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).
- ✓ Programs can be expanded to use the concept of "cohorts".
- ✓ Physical distancing must still be maintained between cohorts and other programs in the gym.

### Step 3: The 'New Normal' (TBD)

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

# River Gymnastics Society Safety Plan Requirements

## Facility Access

To access the Powell River Gymnastics facility, please complete the following steps:

- **Prior to participation in any programming:**
  - **All participants, parents/guardians, and club personnel** must complete the required GBC and Powell River Gymnastics Society documents and forms.
  - All participants should arrive dressed for their class, wearing a mask, and only bring essential items in a marked bag (i.e. chalk, grips, wristbands, full water bottle, hand sanitizer, yoga mat, grip socks, gloves, tape, hair ties, kleenex, band-aids, etc.).
  - Participants will be required to have their own chalk in a container/bag large enough to fit their hands.
  - Avoid bringing non-necessary items to the club.
- **Prior to arrival:**
  - Parents/guardians will ensure that their children arrive dressed appropriately for class. The lockers and area, as well as change rooms are closed until further notice.
  - Parents/guardians will be instructed to tell their children to follow instructions of all Powell River Gymnastics staff at all times and when entering and exiting the facility.
  - Parents/guardians will be instructed to drop off and pick up their children **on time** without entering the gym, if possible. Parents/guardians are asked to please **arrive 5 minutes** before class starts and ends to be considerate of time.
- **Daily Assessment:**
  - Prior to entering the facility, **all individuals** must wear a mask and fill out the Daily Screening Checklist.
  - Daily checklists will be kept on file by staff in the event that contact tracing is required.
- **Drop Off:**
  - All participants will be assigned times based on the program.
  - All participants will line up outside the facility by the south side main entrance/exit doors (east side door of the main doors), maintaining a physical distance of 2m between themselves and others while abiding by any markings and signs.
  - Viewing areas are closed at this time.
- **Pick Ups:**
  - All participants are to remain inside until parents/guardians are outside of the main entrance/exit doors (west side door of the main doors) for pick up.
  - When classes are completed, all participants must leave promptly. Parents/guardians will be reminded to pick up their children on time. Late pickups may result in additional fees added to family accounts.
  - After exiting, participants and parents/guardians must not congregate in groups outside or on the property.
  - All participants will maintain a physical distance of 2m between themselves and others while abiding by any markings and signs.
- **Front Office:**
  - Will remain closed to the public until further notice.
  - Members are to register and pay for all programming through our online registration system  
Link: [www.prgym.egymportal.com](http://www.prgym.egymportal.com) Website: [www.prgymnastics.ca](http://www.prgymnastics.ca) Email: [office@prgymnastics.ca](mailto:office@prgymnastics.ca)
  - Office Hours will be posted and office staff will be available via phone & email, or scheduled appointments.

## Facility Operations

- Powell River Gymnastics Society's maximum facility occupancy (during Steps 1 and 2) is: 49
  - Maximum Occupancy for the front entrance lobby is: 2
  - Maximum Occupancy for the main office is: 2
  - Maximum Occupancy for the upstairs office is: 1
  - Maximum Occupancy for the main gym is: 40
  - Maximum Occupancy for the stage area is: 18
  - Maximum Occupancy for each main floor washroom: 1
  - Maximum Occupancy for the storage room: 1
  - Maximum Occupancy for the staff room: 2
  - [Signs indicating these occupancy limits](#) are posted clearly in each space.
- Powell River Gymnastics Society's unusable areas of the facility are closed until further notice. Signs are posted clearly in each of the areas. PRGS's closed spaces include:
  - Kitchen area
  - Viewing area
  - Participants lockers and locker area
  - Change rooms
  - Communications room
  - Small equipment storage area
  - Upstairs weight area
  - Upstairs storage rooms
- Marked pathways will be followed inside the facility.
- The foam pit has been reconfigured with a covering and mats so that the space can be used as a landing zone from Bars, Bar Floor Area, Vault, Tumble Strip, and Trampoline.
- Small gymnastics equipment such as stopwatches, bar straps, bar weights/ankle/wrist weights and some mats have been removed from use until further notice.
- Due to the kitchen being closed, each participant will require to bring a full water bottle. Extra water bottles can be purchased from the office if needed.

## Cleaning

### **Powell River Gymnastics Society's 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 office.
- We will clean the entrance, exit, gym lobby, and other high touch-point areas (e.g. washroom counters, doorknobs, handrails, etc.) frequently, minimum twice per day. 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 will be cleaned or sanitized between each user (i.e. tablets, music system, office printer, etc.).
- 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.



## Communication

- Powell River Gymnastics Society will inform members of the new protocols 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.)
- This information will be distributed via emails, videos, social media channels (Instagram, Facebook, and Website).
- Powell River Gymnastics Society 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.
- On the first day of training, coaches will provide participants with a short review of the protocols.
- If parents/guardians would like to speak to their child's coach, they may schedule a meeting with the coach through the Head Coach via email or phone ([headcoach@prgymnastics.ca](mailto:headcoach@prgymnastics.ca) or 604-485-0520). Meetings may be requested for over the phone, via email, or video conferencing.
- Any questions regarding registration, payments, class information, etc., parents/guardians may email or call the office staff at [office@prgymnastics.ca](mailto:office@prgymnastics.ca) or 604-485-0520.
- Powell River Gymnastics Society's Board of Directors has appointed **Michele Dillon** as a single point of contact to address all COVID-19-related communications, compliance, and coordination in the facility.
  - **Michele Dillon, Executive Director**
  - [prgymnastics@hotmail.com](mailto:prgymnastics@hotmail.com)
  - **604-485-0520**

**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 Powell River Gymnastics Society will be provided to staff to address the COVID-19 Safety Plan and programming modifications. Further training sessions will be held for additional staff who may be returning in future phases.
- Staff have created a video demonstration to show participants what to expect at the gym.
- Staff should contact their supervisor if have questions or concerns as they return to their roles.
- Staff will be reminded to avoid touching their eyes, nose, and mouth.
- Staff will wear masks and will frequently hand-wash or sanitize throughout their shifts; (Coaches – during classes, before/after breaks, after each rotation).
- Staff will ensure physical distance measures and cleaning protocols have been adhered to in all spaces.

## Screening

- Powell River Gymnastics Society requires that prior to entering the facility, **all individuals must wear a mask** and must complete the **Daily Screening Checklist**. PRGS staff will be collecting hard copies to be handed in upon arrival each day of training. Parents/guardians are to complete forms prior to their child entering the facility. They may give the completed form to their child to hand in. Extra forms will be available at the main entrance lobby.
- There are 2 participant forms that must be filled out on your first day back:
  - **Release of Liability, Waiver of Claims, Assumption of Risks and Indemnity Agreement** (Appendix 3). Each individual member (parent/guardian if participant is under age 19) must complete this form.
  - **Participant Declaration of Compliance** (Appendix 4). Each individual member must complete this form; it acts as each participant's commitment to comply with club requirements. This document must be signed by each participant or their parent/guardian if the participant is under 19 years of age.
- There is 1 form that must be filled out every time a participant enters the facility:
  - **Daily Screening Checklist** (Appendix 5). Anyone who answers "yes" to any of the questions may be asked to leave the facility, as per the Illness Policy (Appendix 2).
- Upon entering the facility:
  - All forms listed above must be handed in.
  - Participants are to keep their mask on and sanitize their hands upon arrival.
  - Attendance will be taken, and then participants may enter the gym, following the directions given by the staff/coach and markings/signs that are posted taking their belongings with them.
  - Participants are to wait in the designated waiting area for their coach. They will be given a designated area for their belongings.
- Immuno-compromised (high-risk) individuals should consult a medical practitioner before returning to the gym.
- If an individual experiences seasonal allergies, Powell River Gymnastics Society's staff may choose to do a temperature check. Staff may also choose to perform temperature checks on individuals who visibly look ill.
- 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 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.

### **Requirements for Fraser Health and Vancouver Coastal Health Regions:**

- Prior to entering the facility, all individuals must complete a Daily Screening Checklist (see Appendix 1) in electronic or hard-copy. The club must retain documentation of the screening process. As participants and parents enter the facility, everyone must respect the process to ensure that it is completed smoothly and efficiently.
- Individuals must stay home if they are unwell or if someone in their household is sick. They must also stay home if they have knowingly been exposed to someone who has tested positive for COVID-19 recently (Refer to Illness Policy, Appendix 2).
- Do not allow individuals to 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.

### **Tips**

- If an individual experiences seasonal allergies (or other flu like symptoms), they should get a doctor's note explaining their symptoms before entering the gym.
- Immuno-compromised (high-risk) individuals should consult a medical practitioner before returning to the gym.
- A club may choose to add temperature checks as part of their COVID-19 Safety Plans. – PRGS has done this since opening Aug 3, 2020.

## Personal Hygiene

- Powell River Gymnastics Society will provide hand-washing and/or sanitizing stations at various locations throughout the facility, including, but not limited to: entrance, exit, lobby, offices, and multiple places in the gym so participants can sanitize between rotations and when required.
- Handwashing and/or sanitizing will be required at a minimum: (this applies to all individuals who enter the facility, including participants, staff, volunteers)
  - Upon entering the facility
  - After using the washroom
  - After touching the face
  - Between apparatus and rotation changes
  - Upon exiting the facility
- Verbal and visual confirmation by the participant's coach will be implemented to ensure the participant's hands are sanitized before they enter the gym.
- All participants should arrive dressed for their class and only bring what they need in a marked bag (i.e. chalk, grips, wristbands, full water bottle, hand sanitizer, yoga mat, grip socks, gloves, tape, hair ties, kleenex, band-aids, etc.).
- Participants are to wear grip socks when possible during training.
- Sharing of personal items including (but not limited to) food and beverages (i.e. water bottles) is forbidden.
- All personal items must be taken home each day.
- Use of masks are optional for staff and participants. Individuals (including coaches and participants) may choose to wear masks at any time, at their discretion. However, for safety reasons, participants cannot be required to wear a mask during activities. When removing their masks, they should be placed in their own separate bag. Masks must be worn in any situation where physical distancing of two meters is not possible.
- Specific situations where staff will take extra precautions and wear a mask is if they are prone to allergies and have, but not limited to, some of the following symptoms: dry cough, itchy throat, runny nose, nasal congestion, sneezing, etc. in order to help take reduce the exposure of germs.
- Masks are required for parents/guardians and guests in the facility.
- Everyone who enters the facility must remember to refrain from touching their eyes, nose, and mouth.
- All personal items must be taken home each day.

## Cohorts and Physical Distancing

- Everyone who enters Powell River Gymnastics Society's facility must wear a mask and 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.
- Powell River Gymnastics Society may use outdoor space for conditioning and any other safe activities assuming physical distancing requirements and cleaning requirements can be maintained.

### **Requirements for Fraser Health and Vancouver Coastal Health Regions:**

- Everyone inside the facility must maintain a minimum of two meters apart at all times.
- 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. Additionally, coaches must wear masks when spotting an athlete for safety.
- Any programming that is not supervised or is unstructured should be cancelled for the next 14 days. For clarity, no casual, no 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 split differently.
- Training groups should remain consistent for seasonal programming periods (including cohorts, where applicable).

### **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 are permitted to spot athletes who are within their cohort. Coaches must wear masks and must sanitize hands between spotting different athletes.

### **Effective August 24, 2020, the concept of Sport Cohorts was introduced.**

In sport, a cohort is a group of participants who primarily interact with each other over an extended period of time (eg: a series of events).

- Cohorts must not exceed 100 people.
- Clubs must document who are members of every cohort. This will help contact 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 field of play (e.g. dressing rooms, hallways, etc.). If physical distancing cannot be maintained, masks should be worn.
- Cohort sizes are different from maximum group sizes. When members of the cohort are gathering for activities, gatherings may not exceed 50 people (see PHO Order).
- 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, the introduction of cohorts means that:

- Spotting is allowed.
- 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.
- Acro athletes can train hand-to-hand with their consistent partners.

However, 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.

## Scheduling of Activities

- Powell River Gymnastics Society will adhere to the [Rule of Two](#) at all times. This means that no one-on-one training (without another staff/coach present) will take place.
- In order to meet provincial health officer requirements, group's sizes and scheduling are being adjusted and limited; no exceptions will be made. Groups will be kept small, and participants will remain in the same training groups.
- Drop-in classes are cancelled until further notice.
- Detailed attendance and membership tracking will be taken and kept on file for all activities, including staff hours, volunteer shifts, and participant activities.
- Breaks during training will be eliminated for at least the first phase to prevent participants from congregating.

## 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.
- Powell River Gymnastics Society will have personal protective equipment (PPE) on hand (gloves, masks), stored separately from first-aid kits in case of emergency. Powell River Gymnastics Society will also provide all coaches with a portable bag of supplies including PPE inside the bag, for easy accessibility in case of emergency.
- Powell River Gymnastics Society will maintain a well-stocked first aid kit in case of emergency.

## Illness Policy

- Powell River Gymnastics Society's Illness Policy is provided in Appendix 2.

## Outbreak Response

### **Powell River Gymnastics Society 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, **Michele Dillon, Executive Director**, will be the main point of contact for all parties. The Executive Director has the authority to modify, restrict, postpone or cancel any or all club activities.
  - a. Email: [prgymnastics@hotmail.com](mailto:prgymnastics@hotmail.com)
  - b. Phone: 604-485-0520
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, **Michele Dillon, Executive Director** will implement enhanced cleaning measures to reduce risk of transmission. Anyone who was in close contact with that said person will be notified (i.e. coaches, staff, and other participants).
3. **Michele Dillon, Executive Director** 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, **Michele Dillon, Executive Director** will immediately report and discuss the suspected outbreak with the Medical Health Officer (or delegate) at our local health authority. The Illness Policy and our enhanced measures will be implemented, and all orders given by the local health authority will be followed to reduce the risk of transmission.
5. If Powell River Gymnastics Society is contacted by a Medical Health Officer in the course of contact tracing, all individuals associated with the facility must cooperate with local health authorities.

### Additional Efforts to Communicate with Membership and Participants

Powell River Gymnastics Society 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 facility.

Powell River Gymnastics Society will post the following posters in visible spaces at our facility:

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

Additional Posters may include:

GBC's Posters:

- [Got Symptoms?](#)
- [Germy-Handed!](#)
- [Welcome Home!](#)
- [Strike A Pose](#)

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 2: Powell River Gymnastics Society COVID-19 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/healthinfo/diseasesconditions/covid19/about-covid-19/symptoms>

### **2. Assessment**

- a. Team members must review the self-assessment signage located throughout the facility each morning before their shift/practice/activity to attest that they are not feeling any of the COVID 19 symptoms.
- b. 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.
- 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 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. PRGS will report and follow the directions of health officials.
- b. 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. PRGS will follow the directions of public health officials.

### **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. PRGS will follow the directions of public health officials.

### **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 who has come into close contact with someone who has tested positive for COVID-19.
- c. Any Team Member who has been advised to do so by health officials.

### **8. Medical Clearance:**

- a. Powell River Gymnastics Society has the right to ask staff or participants for medical clearance to return to training or work. Note: staff onset of illness – if this occurs at the gym or at home, it may result that your child's class may be cancelled.



## Appendix 3: Release of Liability, Waiver of Claims, Assumption of Risks and Indemnity Agreement

Each individual member (parent/guardian if participant is under age 19) must complete a [Release of Liability, Waiver of Claims, Assumption of Risks and Indemnity Agreement](#) from Gymnastics BC. All clubs, including Powell River Gymnastics Society must file and retain this form in long-term storage. *Scan it and save electronically or physically file it.*

Please see the attached form from Gymnastics BC.

### Powell River Gymnastics Society and Gymnastics BC

#### Participant Declaration of Compliance - COVID-19

Name of participant:	
Parent or Guardian if the participant is under age 19:	
Email:	
Telephone:	

**Attention: All participants entering the facility must comply with this declaration.**

By signing this document, I agree to follow club staff directives, and engage with all club requirements in Powell River Gymnastics Society's COVID-19 Safety Plan. Additionally, I hereby acknowledge and agree to respect the following information outlined in this document:

#### 1) Sickness

- a) I will stay home if I am unwell, or if someone in my household is unwell, or is displaying the following symptoms:
  - i) Fever and chills
  - ii) Cough
  - iii) Shortness of breath
  - iv) Sore throat and painful swallowing
  - v) Stuffy or runny nose
  - vi) Loss of sense of smell
  - vii) Headache
  - viii) Muscle aches
  - ix) Fatigue
  - x) Nausea or diarrhea
- b) I confirm that I have not knowingly been in contact with a person that has a confirmed or suspected case of COVID-19.
- c) I agree to complete a routine daily screening process prior to entering my club.
- d) I confirm that I have not travelled outside of Canada in the last 14 days. Additionally, I confirm that I have not been knowingly exposed to someone who has travelled outside of Canada in the last 14 days.
- e) I acknowledge there are inherent risks associated with participating in activities. By attending club activities, I understand and assume all risks associated with potential exposure of COVID-19.

**2) Personal hygiene:**

- a) I agree to follow all personal hygiene requirements set out by my club, including but not limited to: frequent hand-washing and sanitizing, coughing and sneezing into my sleeve, etc.

**3) Physical distancing**

- a) I agree to practice safe social interactions, by maintaining a minimum distance of two meters between myself and others.

**4) Environmental hygiene**

- a) I agree to adhere to all club cleaning requirements.

**5) Physical modifications**

- a) I understand that equipment may be moved in order to facilitate safe social interactions and physical distancing.

Additionally, I understand and agree that if I do not adhere to the requirements set out by my club, I may be asked to leave the club activity in order to protect the health and safety of all involved.

This Participant Declaration of Compliance will remain in effect until GBC determines it is no longer required, based on viaSport, PHO, and WorkSafeBC requirements.

I also confirm that I have signed (Parent or Guardian if participant is under age 19) the Release of Liability, Waiver of Claims, Assumption of Risks and Indemnity Agreement.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Participant

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent/Guardian if participant under age 19

## Appendix 5: Daily Screening Checklist

### Daily Screening Checklist

This checklist may be updated as the situation progresses over the next weeks and months.

#### Daily Screening Checklist

Today's Date:		Activity Start Time:	
Participant Name:			
Activity/Group:			

1.	Do you have any of the symptoms below? Please circle your answer.			
	• Fever (greater than 38.0 °C) and/or chills		Yes	No
	• Coughing		Yes	No
	• Sneezing		Yes	No
	• Sore throat and/or painful swallowing		Yes	No
	• Stuffy and/or runny nose		Yes	No
	• Fatigue related illness*		Yes	No
	• Loss of appetite		Yes	No
	• Shortness of breath		Yes	No
	• Loss of sense of smell		Yes	No
	• Headache		Yes	No
	• Muscle aches related to illness*		Yes	No
• Nausea or diarrhea		Yes	No	
2.	Have you, or has anyone in your household travelled outside of Canada in the last 14 days?		Yes	No
3.	Have you, or has anyone in your household been in contact in the last 14 days with someone who is being investigated or who has a confirmed case of COVID-19?		Yes	No
4.	Are you currently being investigated as a suspect case of COVID-19?		Yes	No
5.	Have you tested positive for COVID-19 within the last 10 days?		Yes	No

Participant or

Parent/Guardian Name: \_\_\_\_\_  
(please print)

Signature: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_  
(please print)

Emergency Contact #: \_\_\_\_\_

Staff Name: \_\_\_\_\_  
(please print)

Signature: \_\_\_\_\_

**\*Note: fatigue and muscle aches may be expected as athletes return to sport. All participants, parents/guardians of minors, and club personnel must determine the difference between this and symptoms of illness.**

**Note:**

- if the participant has taken any pain relief medication (i.e. Tylenol, Advil, etc.) within the past 24 hours to suppress any of the above noted symptoms, indicate above which symptoms the participant exhibited before taking the medication.

- if Seasonal Allergies are of concern, please contact Michele at 604-485-0520 or by email prgymnastics@hotmail.com.