



# Planet Rhythmics Gymnastics Association (PRGA or Planet Rhythmics) COVID-19 Safety Plan

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

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**This Club COVID-19 Safety Plan has been approved by the PRGA Board of Directors on August 1<sup>st</sup>, 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 *(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.
- ✓ Training groups for Step 1 are described in Appendix 1.
- ✓ Small class size ratios of 6:1 and reduced training time to 2 hr will be scheduled.
- ✓ A program summary for Step 1 is included in Appendix 1.

## 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.
- ✓ Training groups for Step 2 are described in Appendix 1.
- ✓ Larger class size ratios of 12:1 and increased training times to 4 hr will be scheduled.
- ✓ A program summary for Step 2 is included in Appendix 1.

## Step 3: The 'New Normal'

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

# PRGA Safety Plan Requirements

## Facility Access

**To access PRGA at Planet Studio 1701 Welch St, North Vancouver please complete the following:**

- Drop off is available at the front entrance: 1701 Welch St, North Vancouver
- Please line up outside the front door of the facility, maintaining a physical distance of 2m between yourself and others
- All participants will exit the building from a hallway and must not congregate in groups when they get picked up. To facilitate this, we have placed Arrows and Markings outside the exit doors
- Parents/guardians will be instructed to drop off and pick up their children ***on time*** without coming into the gym, if possible.
- Parents/guardians will be instructed to tell their children to follow instructions of all PRGA staff when entering and exiting the facility.
- Prior to entering the facility, ***all individuals*** must fill out the Daily Screening Checklist. Daily checklists will be kept on file. PRGA staff will be collecting hard copies in the lobby, and electronic copies can be completed and submitted to [alla@planettr.ca](mailto:alla@planettr.ca)
- When classes are completed, all individuals must leave promptly. Parents will be reminded to pick up their children on time.
- Parents will ensure that their children arrive dressed appropriately for class to minimize the use of the changing rooms
- Members will be asked to register and pay for all programming through our website, which can be found here: [www.planetr.ca](http://www.planetr.ca) If the website is not accessible for members, they can call Alla Krivchun at 604-317-1687 or email [alla@planettr.ca](mailto:alla@planettr.ca)
- Prior to participating in any programming, **all participants, parents/guardians, and club personnel** must complete required GBC forms.

**To access PRGA at Absolute Gym 758-Harbourside Dr, North Van please complete the following:**

- Drop off is available at the south doors (the closest when you enter the parking lot)
- Please line up outside the front door of the facility, maintaining a physical distance of 2m between yourself and others by standing on the markings
- All participants will exit the building at north doors (and the furthest when you enter the parking lot) and must not congregate in groups when they get picked up. To facilitate this, we have placed Arrows and Markings outside the exit doors
- Parents/guardians will be instructed to drop off and pick up their children ***on time*** without coming into the gym, if possible.
- Parents/guardians will be instructed to tell their children to follow instructions of all PRGA staff when entering and exiting the facility.
- Prior to entering the facility, ***all individuals*** must fill out the Daily Screening Checklist. Daily checklists will be kept on file. PRGA staff will be collecting hard copies in the lobby, and electronic copies can be completed and submitted to [alla@planettr.ca](mailto:alla@planettr.ca)

- When classes are completed, all individuals must leave promptly. Parents will be reminded to pick up their children on time.
- Parents will ensure that their children arrive dressed appropriately for class to minimize the use of the changing rooms.
- Members will be asked to register and pay for all programming through our website, which can be found here: [www.planetr.ca](http://www.planetr.ca) If the website is not accessible for members, they can call Alla Krivchun at 604-317-1687 or email [alla@planetr.ca](mailto:alla@planetr.ca)
- Prior to participating in any programming, **all participants, parents/guardians, and club personnel** must complete required GBC forms.

**To access PRGA at West Vancouver Community Centre please complete the following steps:**

- Drop off is available at the south east entrance: near the gym doors by the small surface parking lot where we have always entered for the programs
- Please line up outside the front door of the facility, maintaining a physical distance of 2m between yourself and others by standing on the markings
- All participants will exit the building at the same location (until further notice) and must not congregate in groups when they get picked up. To facilitate this, we have placed Arrows and Markings outside the exit doors
- Parents/guardians will be instructed to drop off and pick up their children ***on time*** without coming into the gym, if possible.
- Parents/guardians will be instructed to tell their children to follow instructions of all PRGA staff when entering and exiting the facility.
- Prior to entering the facility, ***all individuals*** must fill out the Daily Screening Checklist. Daily checklists will kept on file. PRGA staff will be collecting hard copies in the lobby, and electronic copies can be completed and submitted to [alla@planetr.ca](mailto:alla@planetr.ca)
- When classes are completed, all individuals must leave promptly. Parents will be reminded to pick up their children on time.
- Parents will ensure that their children arrive dressed appropriately for class to minimize the use of the changing rooms.
- Members will be asked to register and pay for all programming through our website, which can be found here: [www.planetr.ca](http://www.planetr.ca) If the website is not accessible for members, they can call Alla Krivchun at 604-317-1687 or email [alla@planetr.ca](mailto:alla@planetr.ca)
- Prior to participating in any programming, **all participants, parents/guardians, and club personnel** must complete required GBC forms.

## Facility Operations

- PRGA maximum occupancy (during Steps 1 and 2) is:
  - Planet Studio-24
  - WVCC- 36 (at Sport Gym which we will be using)
  - Absolute Gym -30
  - Maximum Occupancy for the lobby at Planet Studio is: 6
  - Maximum Occupancy for the change room at Planet Studio is: 2 per changing room
  - Maximum Occupancy for the main gym at the Planet Studio is: 14 (12 kids plus 2 coaches)
  - Maximum Occupancy for the second floor at the Planet Studio is: 7 (6 kids plus 1 coach)
  - [Signs indicating these occupancy limits](#) are posted clearly in each space.

- We have marked pathways inside the gym using arrows, crosses, and signs
- Shared items (e.g., iPads) that can be disinfected between users are permitted. Avoid bringing unnecessary shared items to the gym.
- Participants will be required to have their own rhythmic gymnastics apparatus and yoga mats

## Cleaning

### PRGA 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 at Planet Studio.
- We will clean the entrance, exit, gym lobby, and other high touch-point areas (e.g. washroom counters, doorknobs, handrails, guest seating, kitchen/break areas, etc.) frequently and between each class. Washrooms will be disinfected 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.
- Communal gym tools like iPads, Speakers will be cleaned or sanitized between each coach user.
- Once classes are over for the day and all athletes have left, all surfaces that were contacted will be sanitized one more time (mats, floors, counters, washrooms, light switches, etc.). This will be completed in addition to cleaning processes during daily operations.

## Communicate

PRGA 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 at [alla@planettr.ca](mailto:alla@planettr.ca) or telephone 604-317-1687
- We have appointed Alla Krivchun ([alla@planettr.ca](mailto:alla@planettr.ca); 604-317-1687) 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 PRGA will be provided to staff to address the COVID-19 Safety Plan and programming modifications.
- Staff should contact their supervisor if have questions or concerns as they return to their roles.

## Screening

PRGA requires that prior to entering the facility, all individuals must complete the Daily Screening Checklist - either by the link: <https://forms.gle/TnFXriPeZpKJvQ8G7> or with a barcode scanner inside the studio or by filing out the paper form **BEFORE EVERY PRACTICE**

- 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.

## Personal Hygiene

- PRGA will provide shoes sanitizing mat at the main entrance in addition to hand-washing and hand sanitizing stations by the front entrance and inside the Studio
- PRGA has determined that sanitizing strategy will be implemented to ensure the athlete's hands are sanitized before they enter the gym.
- Handwashing or sanitizing will be required at a minimum entering the facility; after using the washroom; and upon exiting the facility
- All participants should arrive dressed for their class and only bring what they need in a marked bag
- Sharing of personal items including (but not limited to) food and beverages (e.g. water bottles) is forbidden.

**Use of masks is optional for anyone during entry and exit of the facility, but not recommended for athletes during the training. Coaches may choose to wear or not to wear the masks.**

## Physical Distancing

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

## Scheduling of Activities

- PRGA will adhere to the [Rule of Two](#) at all times. This means that no one-on-one training (without another coach or gymnast present) will take place.
- In order to meet provincial health officer requirements, groups sizes and scheduling are being adjusted.
- Drop-in classes are cancelled until further notice.
- Detailed attendance and membership tracking will be taken and kept on file.

## Injury Protocol

### Requirements

- If an injury occurs and physical distancing measures must be broken, all persons attending to the injured individual will put on a mask and gloves.

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

## Illness Policy

- PRGA Illness Policy is provided in Appendix 2.

## Outbreak Response

### **PRGA 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, Alla Krivchun [alla@planettr.ca](mailto:alla@planettr.ca) will be the main point of contact for all parties. Alla Krivchun 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, Alla Krivchun will implement enhanced cleaning measures to reduce risk of transmission.
3. PRGA 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, Alla Krivchun 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 PRGA is contacted by a medical health officer in the course of contact tracing, all individuals associated with the club must cooperate with local health authorities.

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



## Appendix 1: Programming Summary

Step 1 Programming Summary was finished on August 31<sup>st</sup>, 2020

Step 2 Programming Summary (To be posted in the gym lobby with occupancy limit poster)

**PRGA**  
**Step 2: Program Summary**  
**From September 7<sup>th</sup>, 2020**

Number of training groups each week: Planet Studio - 28; WVCC - 3; Absolute Gym - 3

### Summary of Activities

<b>Coach Name</b>	<b>Class Description</b>	<b>Days and Times</b>	<b>Group Size</b>
Nataliia Kalkan And Anya Yashkina (@ Studio)	Competitive 2/3/4	Mon/Wed/Fri 3:30-6:00 @ Studio Tue 3:30-5:30 @ WVCC Thu 5:30-7:00 @ WVCC Fri 6:00-9:00 @ Absolute Gym Sat 12:00-3:00 @ Studio Sun 10:30-2:30 @ Absolute Gym	6-12
Lilia Ismailova	Performance 1/2/3/4; Comp 1	Mon-Fri 3:30-8:00 @ Studio (no Wed) Sat 10:00-6:00 @ Studio Sun 10:30-2:00 @ Absolute Gym	6-12
Alexa Choo	Preschool RG/ Performance 1/2	Tue/Wed/Thu 4:00-7:00 @ Studio	6-12
Alla Krivchun	Individual training	Mon-Fri 3:00-6:00 @ Studio Sat/Sun 9:00-12:00 @ Studio	1-2

## Appendix 2: PRGA Illness Policy

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

### **1. Inform an individual in a position of authority (coach, team manager, program coordinator)**

**immediately if, you feel any symptoms of COVID-19** such as fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue and loss of appetite.

### **2. Assessment**

- a. Team members must review 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. Managers/coaches will visually monitor team members to assess any early warning signs as to the status of their health and to touch base on how they are regarding their personal safety throughout the workday/practice/activity.
- c. If Team Members are unsure please have them use the self-assessment tool <https://bc.thrive.health/covid19/en> or through the COVID-19 BC Support App self assessment tool.

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

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

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

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

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

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

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

- a. Team Members must advise their employer/coach if they reasonably believe they have been exposed to COVID-19.
- b. Once the contact is confirmed, the Team Member will be removed from the workplace/practice/activity for at least 14 days or as otherwise directed by public health authorities. Team Members who may have

come into close contact with the Team Member will also be removed from the workplace for at least 14 days.

- c. The workspace/activity area will be closed off, cleaned, and disinfected immediately and any other surfaces that could have potentially been infected/touched.

**7. Quarantine or Self-Isolate if:**

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