

**COVID-19  
Re-opening  
Safety Plan  
Phase Two**

**Guidelines, Policies  
and Procedures for  
Return to Play at  
Glendon  
Gymnastics**



**July 2, 2020**



# Re-opening Safety Plan Phase Two

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# Re-opening Safety Plan Phase Two

## In Compliance with Gymnastics Ontario, the Government of Ontario and Regional Public Health Protocols

Glendon Gymnastics is committed to providing a safe and healthy training environment for our athletes, families, and staff.

As we return to training after the disruption of the COVID-19 outbreak, every decision, policy, and procedure is made in the interest of all participant's safety and health, both physical and mental. Everything about this virus, its spread, government guidelines, social responses, the needs of our families, and the economic impact have been in constant change and thus, our plans and procedures will be fluid and adaptable. We will continue to monitor and adjust our plans and responses as the situation evolves. We will do everything we can to meet and exceed, provincial, federal and our sport's governing bodies guidelines, while also minimizing interruption of 'normal life' as much as possible.

Our health and safety protocols, procedures and policies have been developed following the guidance of Gymnastics Ontario, our provincial governing body, the Province of Ontario and Regional Public Health. Our Safety Plan has already undergone inspection by the Region of Waterloo Public Health, receiving a very positive response.

We understand that certain solutions may not be the most appropriate for each family. While we try our best to create the optimum environment for everyone to safely participate, we of course will respect those families who have had to make the difficult decision to delay their return.

In the interest of protecting the health and safety of our students entrusted to our care, their families, and our staff, **we will be enforcing all protocols and procedures listed within this plan.** If a student, their family, or a staff member is unwilling to abide by these protocols and procedures they will not be allowed to participate until their willingness to do so has changed.



# Re-opening Safety Plan Phase Two

## Re-opening Schedule:

(as directed by the Province of Ontario, Gymnastics Ontario and Regional Public Health)

### Stage One - Competitive Gymnastics Training: May 29

The Province of Ontario announced Competitive Gymnastics training could commence with strict safety protocols in place. Gymnastics Ontario provided member clubs with guidance on re-opening on May 29 at the earliest. Implementing strict protocols to help ensure the health and safety of our team and coaches, our competitive athletes returned to in-gym training on June 12.

### Stage Two - Summer Camps: July 6

The Province of Ontario and Gymnastics Ontario announced Ontario Summer Camps could begin as of July 6 following Ontario Public Health COVID-19 Guidance for Summer Day Camps. [Click here for link to these guidelines.](#)

### Stage Three – Recreational Programs: To Be Determined

## Safety Rules

### Member Awareness

- Participants, families and staff will be notified of Phase Two protocols by email and signage
- Campers, athletes and staff are required to complete a self-assessment **each day** before entering the facility. See Appendix A or [Here is the link to the Government online self-assessment to check for symptoms compatible with COVID-19.](#)
- An **Assumption of Risk agreement** relating to COVID-19 must be completed by each family prior to commencing training/camp (See Appendix B).
- A **Declaration of Compliance form** stating your understanding of COVID as well as your responsibilities to self-regulate must be completed by everyone attending our facility (See Appendix C).
- Participants and their families may not enter the facility if either they or a household member has had onset of illness with symptoms compatible with suspected or confirmed COVID-19 in the prior 14 days.
- If anyone in a student's or staff's household has travelled out of province, student/staff member cannot attend for 14 days after their return.
- Confidentiality of any person confirmed to have been infected with COVID-19 will be maintained, and we will co-operate with Public Health to assist with contact tracing.
- Handwashing and physical distancing rules set out by the Government of Ontario will be posted at the main entrance and bathrooms.
- **Anyone feeling unwell MUST STAY HOME.**

### Physical Distancing

- All staff, athletes, camp participants and visitors must always remain two metres apart upon entering and within our facility.
- Markers have been placed outside our entrance and in common areas within the building to help ensure physical distancing
- The gym has been divided into distinctly identified zones to prevent sharing of equipment and promote physical distancing.
- At this time, coaches are not permitted to spot campers due to physical distancing rules and camp activities and programming has been developed to reflect these safety measures.

## Camp Program Size

- At this time, we are only allowing 8 campers per week into the camp program with 2 coaches, to align with Ministry Summer Camp guidelines which state programs must operate with no more than 10 individuals in a cohort group. All camp activities will operate in zones separately from competitive athlete training.
- Campers will have one dedicated washroom and will be allowed to enter one at a time (both girls and boys will use the same washroom). Competitive athletes will have one dedicated washroom as well.

## Face Masks

- Face masks are required to enter the facility in all common areas of the gym.

## Mandatory Handwashing/Sanitizing

- Everyone entering the facility must sanitize their hands upon arrival.
- Hand sanitizing stations will be set-up throughout the gym. Campers, athletes and coaches must wash or sanitize hands before participation, directly after participation and frequently during training, including after touching shared surfaces or items.
- Competitive athletes should also keep a personal hand sanitizer in their bag.

## Hygiene

- All campers, athletes and staff are encouraged to practice proper hygiene etiquette – which means sneezing and coughing into their elbows or tissue and discarding tissues in the garbage followed by washing hands with soap and water.

## Personal Camper Items and Medication

- Please only send essential items to camp. Items should be clearly labelled and packed in a bag or backpack including a peanut-free lunch, two snacks, a refillable water bottle with a flip, or easily sealable top and a backup change of clothes.
- Campers are welcome to bring their own book for quiet time.
- Please do not send electronic devices, phones or any other valuables to camp.
- Staff cannot be responsible for holding or administering any prescribed medications to camp participants (except for an Epi-pen).
- Parents must notify us of any medical issues before attending camp. Epi-pens must be left in bag/backpack in a clear sealable bag with name.

## Group Spacing

- As per government mandates, gym capacity is restricted to one participant per 144 sq. ft. area.
- Equipment and training will be set so physical distancing can be practiced and physical contact is limited.
- Competitive athletes will not share gym space or washroom facilities with Campers. Competitive athletes will train in Gym Zones 3, 4, 5, 6 & 7.
- Campers will not share gym space or washroom facilities with Competitive athletes. Campers will be restricted to Gym Zones 1, 2, 8 & 9. Campers may use trampoline and tumbl track area (Zone 7) when no competitive athletes are training on platform (Zones 6 and 7).

## Program Management

### Camp Programming

- Campers and camp leaders will be grouped as a cohort with a maximum of 10 individuals. At this time only one camp cohort/group will be hosted in our facility.
- All camp activities will take place within the facility.
- Camp will operate in its own Zones, which are always separated from competitive training zones.
- Furniture, activity stations and equipment will be spread out to ensure physical distancing protocols are followed.
- At this time, coaches are not permitted to hand spot (unless in case of rescue or to prevent injury) as per guidelines set out by the Province of Ontario and Gymnastics Ontario.

### Competitive Training

- Competitive training will operate in its own Zones, which are always separated from camp activity zones.
- At this time, coaches are not permitted to hand spot athletes (unless in case of rescue or to prevent injury) as per guidelines set out by the Province of Ontario and Gymnastics Ontario .
- Training must be modified to ensure athletes are only doing safe skills and progressions which do not require hand spotting.
- Athletes will be provided with their own chalk which must be kept in their own plastic container for individual use.
- Athletes must bring their own water bottle (drinking fountain is closed) clearly marked – bottles cannot be shared.
- Group breaks will not be taken; if an athlete needs a break, or a quick snack, that will be done on an individual basis. It is recommended that snacks be eaten with a spoon or fork to limit the amount of hand to mouth touching.

## Facility Safeguarding

- Foam pits will be covered with landing mats.
- Washrooms and equipment will be cleaned/sanitized between classes/rotations and a deeper cleaning/sanitizing of surfaces throughout the facility will be completed at the end of the day after athletes/camp participants have left.
- 

## Staff Work Standards

- Prior to coming to work (daily), staff are required to self screen and report to management if either they or a household member had had onset of illness with symptoms compatible with suspected or confirmed COVID-19 in the prior 14 days.
- Staff will follow guidelines for wearing a mask in common areas and when physical distancing cannot be followed.
- Staff are required to sanitize/wash hands upon entering the facility and between rotations.
- Staff will monitor physical distancing guidelines to ensure they are followed by all athletes and camp participants.
- Staff will monitor athletes and participants to ensure hands are being washed/sanitized and proper respiratory etiquette is being followed (cough, sneeze or yawn into one's arm or a tissue).
- Staff will avoid physical contact with one another and gymnasts (e.g. no hugs, high fives...).
- Staff will avoid touching eyes, nose, or mouth, especially with unwashed hands, and will monitor athletes and campers to ensure they follow the same protocol.
- Staff will wear gloves and masks for cleaning equipment, and hands are to be washed with soap and water after gloves have been removed.
- Confidentiality of any person confirmed to have been infected with COVID-19 must be maintained by all staff and they will cooperate with Public Health to assist with contact tracing.
- In case of accident or injury, staff and when possible, the athlete will use personal protective equipment to administer first aid.



## Screening for Symptoms

### Screening

- Campers, athletes and staff are required to complete a self-assessment **each day** before entering the facility. [Here is the link to the Government online self-assessment to check for symptoms compatible with COVID-19.](#)
- A staff member will be taking the temperature of everyone entering the facility during the entrance process.
- Facility access will be restricted to visitors. Any visitor who spends more than 15 minutes in the facility will be required to complete a health self-assessment and provide contact tracing information.
- Participants and their families may not enter the facility if either they or a household member has had onset of illness with symptoms compatible with suspected or confirmed COVID-19 in the prior 14 days.
- If anyone in a student's or staff's household has travelled out of province, student/staff member cannot attend for 14 days after their return.
- Confidentiality of any person confirmed to have been infected with COVID-19 will be maintained, and we will co-operate with Public Health to assist with contact tracing.

### In the Event a Child Becomes Sick at the Gym

- If a child becomes ill at the facility the following actions will be taken:
  - The child will be isolated in a separate area with supervision (e.g. main office) and provided with a mask.
  - Physical distancing from other participants will be ensured.
  - Staff will be mindful of handwashing and avoiding contact with the child's respiratory secretions.
  - Staff must wear PPE (gloves, masks and face shields to attend to sick child).
  - Parents will be notified to come pick up their child immediately.
  - All equipment used by the child should be immediately removed from use by any other gymnasts and cleaned immediately.
  - If an athlete, camp participant or staff member becomes symptomatic, Waterloo Public Health should be notified for further direction on what to share with other parents of camp participants.



# Re-opening Safety Plan Phase Two

## Entering and Exiting the Facility

### IMPORTANT CHANGES TO BEFORE CARE AND AFTER CARE

- To meet new Ministry restrictions, before and after care is no longer available for our 2020 Summer Camp.

### Entrance Protocol

- **Check-in process opens at 8:45 am.**
- Staff will greet families outside the front entrance and direct campers to line up on designated physical distancing spaces.
- Staff will confirm waiver forms have been submitted (please bring on first day) and self-assessment has been completed and will sign-in campers.
- Temperature checks will be taken, and hands will be sanitized upon entry.
- Campers will be guided to enter the building one at a time.
- Camp participants and athletes must be wearing their gym suit/shorts and hair should be secured back prior to arrival (change areas will be closed).
- Camp participants and athletes must bring a bag/backpack where they will keep their street clothes, lunch, snacks, water bottle and all other personal items.
- Transfer of care will take place outside the facility to minimize numbers in the building.
- Once campers have cleared screening, parents are able to leave.

### Exiting the Facility

- **Pick-up time is 4 pm.**
- Campers will wait for parent pick-up outside (weather permitting).
- Campers will sanitize hands before exiting.
- Families late for pick-up will be charged \$5 per 15 minutes per child.

### Carpooling

- Under Ministry Guidelines and Gymnastics Ontario protocols, carpooling to and from camp is restricted to members of the same family.



# Re-opening Safety Plan Phase Two

## COVID-19 Cancellations, Refunds and Withdrawals

### Refunds

- Refunds will be offered for enrolment withdrawals with no less than one week's notice prior to the start of camp. Mandatory \$20 insurance/admin fees (plus HST) are non-refundable. However, refunds for days not used will be offered in the event of a mandatory government shutdown.
- If a child is sent home for inability to adhere to camp rules (e.g. following physical distancing measures), refunds will be given for days not used.
- In cases of illness, requests of refunds may be requested.

### Illness Protocol

- A participant will be sent home if they show symptoms consistent, but not limited to suspected COVID-19
- A participant will be given a mask and will wait in a designated area under supervision by a staff member wearing personal protective equipment.
- Parents will be required to pick-up the child immediately and remove them from camp as per public health guidelines.
- Families will be encouraged to seek medical consultation.

### When Not to Come

- If your child is high risk for COVID-19, we recommend you do not send them to camp.
- If your child does not pass the daily morning self-assessment, you must keep them home. Refunds or credits for missed days may be requested.

# Appendix A – COVID-19 Self Assessment Tool



**Do you have any of the following:**



**Fever**



**Cough**



**Shortness of breath**



**Sore throat**



**Runny nose**



**Feeling unwell**

Yes  Have you been in close contact with someone who is  
No  sick or has confirmed COVID-19 in the past 14 days?

Yes  Have you returned from travel outside Canada in the  
No  past 14 days?



**If you answered YES to any of these questions, stay home, go home and self-isolate. Call Telehealth or your health care provider to find out if you need a test.**



235 Ardelt Avenue, Kitchener, ON N2C 2M3  
Phone 519-571-3777

## Appendix B – Assumption of Risk Agreement

### GYMNASTICS ONTARIO and GLENDON GYMNASTICS INFORMED CONSENT AND ASSUMPTION OF RISK AGREEMENT 2020-2021

**WARNING! Please read carefully**

**By signing this document, you will assume certain risks and responsibilities**

**Participant's Name:** \_\_\_\_\_

1. This is a binding legal agreement. Clarify any questions or concerns before signing. As a participant in the sport of gymnastics and the spectating, orientation, instruction, activities, competitions, programs, and services of Gymnastics Ontario and Glendon Gymnastics (collectively the "Activities"), the undersigned, being the Participant and the Participant's Parent/Guardian (if Participant is under 18 years old), (collectively the "Parties"), acknowledge and agree to the terms outlined in this document.
2. Gymnastics Ontario, Glendon Gymnastics, and their respective Directors, Officers, committee members, members, employees, coaches, volunteers, officials, participants, agents, sponsors, owners/operators of the facilities in which the Activities take place, and representatives (collectively the "Organization").

***We have read and agree to be bound by paragraphs 1 and 2***

#### **Description and Acknowledgement of Risks**

3. The Parties understand and acknowledge that:
  - a) The Activities have foreseeable and unforeseeable inherent risks, hazards, and dangers that no amount of care, caution or expertise can eliminate, including without limitation, the potential for serious bodily injury.
  - b) The Organization may offer or promote online programming (such as webinars, remote conferences, workshops, and online training) which have different foreseeable and unforeseeable risks than in-person programming.
  - c) The Organization has a difficult task to ensure safety and it is not infallible. The Organization may be unaware of the Participant's fitness or abilities, may give incomplete warnings or instructions, may misjudge weather or environmental conditions, and the equipment being used might malfunction.
  - d) The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization and COVID-19 is contagious. The Organization has put in place preventative measures to reduce the spread of COVID-19; however, the Organization cannot guarantee that the Participant will not become infected with COVID-19. Further, participating in the Activities could increase the Participant's risk of contracting COVID-19.
4. The Participant is participating voluntarily in the Activities. In consideration of that participation, the Parties hereby acknowledge that they are aware of the risks, dangers and hazards and may be exposed to such risks, dangers, and hazards. The risks, dangers and hazards include, but are not limited to:

- a) Privacy breaches, hacking, technology malfunction or damage.
- b) Executing strenuous and demanding physical techniques and exerting and stretching various muscle groups.
- c) Vigorous physical exertion, strenuous cardiovascular workouts, and rapid movements.
- d) The failure to properly use any piece of equipment or from the mechanical failure of any piece of equipment or apparatus.
- e) Failure to follow instructions or rules.
- f) Serious injury to virtually all bones, joints, ligaments, muscles, tendons, and other aspects of the Participant's body or to the Participant's general health and well-being.
- g) Abrasions, sprains, strains, fractures, or dislocations.
- h) Concussion or other head injuries, including but not limited to, closed head injury or blunt head trauma.
- i) Physical contact with other participants, spotters, spectators, equipment, and hazards.
- j) Collisions with walls, any gymnastics apparatus, floors, or mats.
- k) Falling, tumbling, or hitting any gymnastics apparatus, the floor, mats, or other surfaces.
- l) Failure to act safely or within the Participant's ability or designated areas.
- m) Negligence of other persons, including other spectators, participants, or employees.
- n) Travel to and from competitive events and associated non-competitive events which are an integral part of the Activities.
- o) Contracting COVID-19 or any other contagious disease.

***We have read and agree to be bound by paragraphs 3 and 4***

## **Terms**

5. In consideration of the Organization allowing the Participant to participate in the Activities, the Parties agree:
  - a) That when the Participant practices or trains in their own space, the Parties are responsible for the Participant's surroundings and the location and equipment that is selected for the Participant.
  - b) That the Participant's mental and physical condition is appropriate to participate in the Activities and the Parties assume all risks related to the Participant's mental and physical condition.
  - c) That the Participant may experience anxiety while challenging themselves during the Activities.
  - d) To comply with the rules and regulations for participation in the Activities.
  - e) To comply with the rules of the facility or equipment.
  - f) The risks associated with the Activities are increased when the Participant is impaired, and the Participant will not participate if impaired in any way.
  - g) That COVID-19 is contagious in nature and the Participant may be exposed to, or infected by, COVID-19.
  
6. In consideration of the Organization allowing the Participant to participate, the Parties agree:
  - a) That the Parties are not relying on any oral or written statements made by the Organization or their agents, whether in brochure or advertisement or in individual conversations, to agree to participate in the Activities.
  - b) That the Organization is not responsible or liable for any damage to the Participant's vehicle, property, or equipment that may occur as a result of the Activities; and
  - c) That this Agreement is intended to be as broad and inclusive as is permitted by law of the Province of Ontario and if any portion thereof is held invalid, the balance shall, notwithstanding, continue in full legal force and effect.

**Jurisdiction**

7. The Parties agree that in the event that they file a lawsuit against the Organization, they agree to do so solely in the Province of Ontario.

***We have read and agree to be bound by paragraphs 5 to 7***

**Acknowledgement**

8. The Parties acknowledge that they have read this Agreement and understand it, that they have executed this Agreement voluntarily, and that this Agreement is to be binding upon themselves, their heirs, their spouses, parents, guardians, next of kin, executors, administrators and legal or personal representatives.

\_\_\_\_\_  
Name of Participant (print)                      Signature of Participant                      Date of Birth

\_\_\_\_\_  
Name of Parent or Guardian (print)                      Signature of Parent or Guardian

\_\_\_\_\_  
Date

## Appendix C – Declaration of Compliance

### GYMNASTICS ONTARIO DECLARATION OF COMPLIANCE – COVID-19

Participant Name (print): \_\_\_\_\_

Participant's Parent/Guardian \_\_\_\_\_  
(if the participant is younger than the age of majority)

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

#### **WARNING!**

ALL PARTICIPANTS ENTERING THE FACILITY AND/OR PARTICIPATING IN SANCTIONED ACTIVITIES MUST  
COMPLY WITH THIS DECLARATION

Gymnastics Ontario and its affiliated clubs (collectively the "Organization") require the disclosure of exposure or illness in order to safeguard the health and safety of all participants and limit the further spread of COVID-19. This Declaration of Compliance will be kept safely, and personal information will not be disclosed unless as required by law or with your consent.

A participant (or the participant's parent/guardian, if the participant is younger than the age of majority) who is unable to agree to the terms outlined in this document is not permitted to enter the Organization's facilities or participate in the Organization's activities, programs, or services.

I, the undersigned being the participant named above and the participant's parent/guardian (if the participant is younger than the age of majority), hereby acknowledge and agree to the terms outlined in this document:

- 1) The coronavirus disease COVID-19 has been declared a worldwide pandemic by the World Health Organization and COVID-19 is extremely contagious. The Organization has put in place preventative measures to reduce the spread of COVID-19 and requires all participants (or their parent/guardian, when applicable) to adhere to the compliance standards described in this document.
- 2) The participant has not been diagnosed with COVID-19. **OR** If the participant was diagnosed with COVID-19, the participant was cleared as noncontagious by provincial or local public health authorities.
- 3) If the participant is a front-line worker (such as hospital staff, long term care staff, or other individual who interacts with individuals who have confirmed or suspected cases of COVID-19) or required to travel outside of Canada, the participant has worn proper and approved Personal Protective Equipment at all times whenever they interacted with an individual who has a confirmed or suspected case of COVID-19 in the last 14 days.



- 4) If the participant is not a front-line worker or travelled outside of Canada, they have not been exposed to a person with a confirmed or suspected case of COVID-19 in the last 14 days.
- 5) The participant is attending or participating voluntarily and understands the risks associated with COVID-19. The participant (or the participant's parent/guardian, on behalf of the participant (when applicable) agrees to assume those risks, including but not limited to exposure and being infected.
- 6) The participant has not, nor has anyone in the participant's household, experienced any signs or symptoms of COVID-19 in the last 14 days (including fever, new or worsening cough, fatigue, chills and body aches, respiratory illness, difficulty breathing, nausea, vomiting or diarrhea, pink eye, or loss of taste or smell).
- 7) If the participant experiences, or if anyone in the participant's household experiences, any signs or symptoms of COVID-19 after submitting this Declaration of Compliance, the participant will immediately isolate, notify the Organization, and not attend any of the Organization's facilities, activities, programs or services until at least 14 days have passed since those symptoms were last experienced.
- 8) The participant is following recommended guidelines, including but not limited to, practicing physical distancing, trying to maintain separation of six feet from others, adhering to recognized hygiene best practices, and otherwise limiting exposure to COVID-19.
- 9) The participant will follow the safety, physical distancing, and hygiene protocols of the Organization.
- 10) This document will remain in effect until the Organization, per the direction of the provincial government and provincial health officials, determines that the acknowledgements in this Declaration of Compliance are no longer required.
- 11) The Organization may remove the participant from the facility or from participation in the activities, programs or services of the Organization at any time and for any reason if the Organization believes, in its sole discretion, that the participant is no longer in compliance with any of the standards described in this document.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Participant (If the age of majority)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent/Guardian (if the participant is younger than the age of majority)