



**COVID-19 Policy and Procedure Manual
For North Valley Gymnastics
Employees, Athletes, Parents, and Facility**

1. Employee Protocol

- a. Employees must come to work in a clean uniform using appropriate and standard personal hygiene practices.
- b. If an employee is sick, the employee must stay home until cleared by a professional and return with a doctor's note.
- c. Employee must wash hands often with soap and water for at least 20 seconds. Hand sanitizer may be used when soap and water are not available.
- d. Roll Up doors will be kept open as often as possible when weather and temperatures allow.
- e. Employees will have their temperature checked daily when arriving at work.
- f. Masks will be worn by all Recreational, Kindergym and Developmental staff.
- g. Masks are optional for Team Staff.
- h. For a time, to help minimize close quarters bodily contact when spotting, staff will use techniques that minimize or completely remove personal contact such as progressive drills, stations, skill work on equipment, trampoline, conditioning, jumps, motions, etc.
- i. Staff will give friendly reminders to athletes about hand washing, covering mouth when coughing, etc.
- j. Staff will wipe down all equipment used with cleaner after every class.



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2. Athlete Protocol

- a. If athlete is sick, athlete must stay home until cleared by a professional.
- b. Athlete should bring their own water bottle.
- c. All students are required to bring a bag with their personal items. A detailed list of items will be communicated through the gymnast's program manager or reception.
- d. Upon entering the gym, athletes will use the designated hand sanitizing stations. Athlete must wash hands or use hand sanitizer before class/practice. Athlete should also use sanitizer during class/practice as needed. Each athlete should bring their own small bottle of sanitizer to be used during practice.
- e. While in the gym, athlete must keep physical distance of 6 feet from other athletes when possible. Athlete should keep hands and feet to themselves. Floor markers will be placed in areas of high traffic or where lines form to help athletes maintain physical distancing during class/practice.
- f. Athlete should correctly cover mouth with elbow if needing to cough. Athlete should keep fingers away from nose and mouth.
- g. High fives and similar gestures done for encouragement must be put on hold.
- h. Further actions may be necessary. CDC updates and local news may warrant further actions/updates to existing policies and procedures.



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3. Parent Protocol

- a. If parent is sick, parent should not enter North Valley Gymnastics.
- b. If child is sick, parent should not bring child to North Valley Gymnastics.
- c. Upon entering North Valley Gymnastics, parent should use designated hand sanitizing station.
- d. Due to physical distancing recommendations, parent seating/viewing is will be limited and chairs are to remain on designated marks (6 feet apart).
- e. Parents should correctly cover their mouth with elbow if needing to cough. Parent should keep fingers away from nose and mouth and use appropriate hygiene practices.
- f. One parent or non-participating individual is allowed in the building per family. Space in viewing areas is limited and seating will be on a first come basis.

4. Facility Cleaning Protocol

- a. Water fountains will not be accessible until further notice.
- b. Employees will clean surfaces and will practice routine cleaning of frequently touched surfaces such as tables, door knobs, light switches, countertops, handles, phones, keyboards, bathroom, gym equipment, gym areas etc.
- c. The carpeted areas in the gym will be sanitized with a spray disinfectant approved by the CDC.
- d. Employees will use EPA-registered household disinfectants which meet the CDC's criteria for use against COVID-19.
- e. Gym Matting and carpets will specifically be maintained through vacuuming, disinfectant sprays, and other products as needed with special attention given to high use areas.