

HEALTH HANDBOOK



Policies & Procedures for
Returning to the Gym

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Overview

The Purpose of This Document

The purpose of this guide is to keep our customers and employees advised about Covid-19 including symptoms, transmission, prevention and when to seek medical attention. The handbook includes information about Giguères policies for preventing infection and illness. We encourage parent to share the information with their children as appropriate.

This Document is as Fluid as the Situation

Everything about the virus, it's spread, governmental guidelines, social responses, the needs of our families, and the financial environment have been in constant flux. Our plan and procedures for how we address all of these things must be adaptable, purposeful, based in science, according to the regulations put forth by state and federal governments, and effective. In order to do all of those things we will not be afraid to constantly evaluate our policies and procedures, seek out new & sound information, and adjust our responses accordingly.

Giguères will alter this document as needed as this fluid situation develops.

Everyone Must Be Their Own Advocate

One thing we have learned in our communication with our families is that each of us is approaching this recovery differently. In navigating as best we can, each of us has had to find a unique plan for the unique circumstances of our family and environment. While we as a team will continue doing everything we can to meet and exceed state and federal guidelines, while also minimizing interruption of 'normal life' as much as possible, we understand that certain solutions or policies will not be the most appropriate for each family. While we will try our best to create the best environment for everyone, we respect families who have to make the difficult decision to delay their return for now until the global situation, or a certain Giguères policy has changed.

Mandatory Adherence to This Handbook

Given all of the above, and in the interest of protecting the health and safety of all of the children entrusted to our care, Giguères will be enforcing all policies and procedures listed within this document during our return to play and train as the gym facilities reopen. If a family, student or athlete, or employee is unwilling to abide by these policies and procedures, they will not be allowed to attend Giguères until either the Giguères Response Steps or their cooperation have changed.

Our Collective Responsibility

We Are All Responsible for the Health and Safety of Each Other

Due to the nature of how viruses spread, in order for all of us to be as healthy as possible, all of us must do our part to support a healthy and safe Giguères and in turn healthy and safe homes for our family and friends.

A Healthy & Safe Giguères



Staff

Responsible for ensuring our facility policies are being executed, they are also responsible for the guidelines outside of work, their own health, and their travel and leisure activities.

Students

Responsible for following the guidelines, helping support their teammates through this time, and following all directions given by staff on site to ensure a low-risk environment for everyone.

Parents

Responsible for making sure your family is following good hygiene as a habit, following all precaution policies, and helping our staff with your patience, support, and dutifulness as we return.

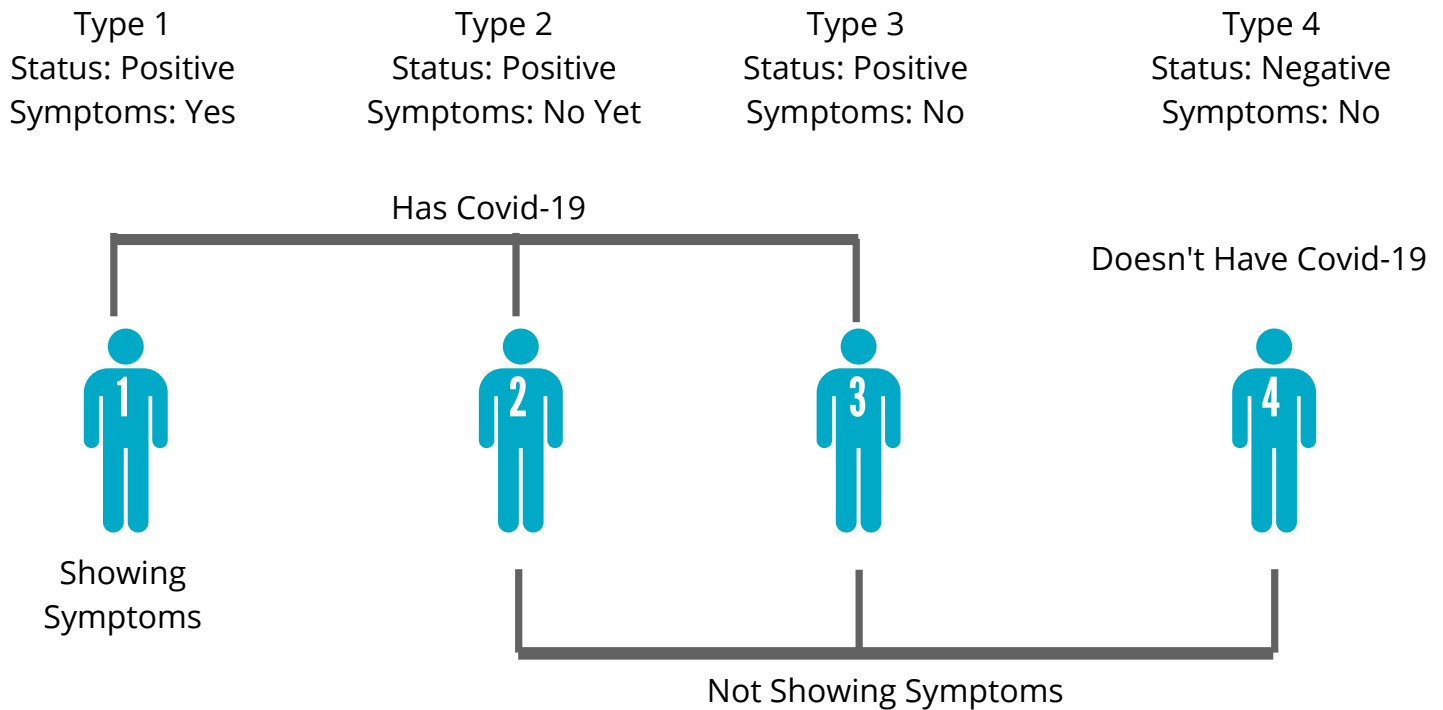
Regardless of what phase we are in, maintaining a healthy and safe environment for all of our students and families is going to take work and cooperation from our staff, athletes, and parents. We need every family to do their part to practice good hygiene, follow our policies and procedures, and be patient and supportive of our athletes and coaches during this time.

This is a stressful, unprecedented, and challenging situation for all of us. It is important to remember we all share the same goal - the safe and quick return of our children's lives to a sense of normalcy.

Methods of Spread

Who Can Spread Covid-19

We know that Covid-19 can be spread by 4 types of carriers. Those with the disease and showing symptoms, those with the disease but without symptoms during the incubation period, those with the disease and who will not show symptoms at all, and those without the disease systemically but who do carry the virus superficially (such as on their hands)



Our job is to first proactively prevent those who are carriers of the virus, regardless of type, from entering the facility in the first place. This is easy with Type 1, but harder with 2, 3, and 4. Given that some may be a carrier without symptoms, our second job is to concurrently limit the spread of the disease and the exposure of those who do attend from the virus. This is achieved through the rigorous policies and procedures outlined below.

How Can a Carrier Spread Covid-19

Those who bring the virus into a public space, regardless of which type of carrier they are, all spread it through four main methods: Airborne, Airborne-to-Surface-to-Skin, Skin-to-Skin contact, and Skin-to-Surface-to-Skin contact. These all rely on three sources of delivery: Airborne, Surfaces, and Skin. Our policies and procedures are purposefully designed to combat each of these sources of delivery.



Airborne

Breathing, Coughing,
Sneezing



Direct Contact

Hugs, High Fives,
Handshakes,
spotting



Indirect Contact

Touching doorhandles,
faucets, etc.

**Less of an issue now
according to CDC

Our Reopening Plan

Gigueres Response : Steps of Programming

While the official date that we're allowed to reopen the facility has not been made clear yet by the government, Gigueres has listened to the guidance of the CDC, WHO and government, as well as worked with our fellow gym owners across the state and also with industry leaders in the camps, Child-Instructional Services Industry to formulate this plan for safely reopening our facilities. Just the other day, USA Gymnastics released a customized and comprehensive set of policies and procedures which will be taken into account.

As you will see from the charts below each level has different amounts of precaution and risk management, from Orange, the most controlled, to Green, our 'back to normal' level.



In order to maintain the policies in each of these levels, we have had to make the difficult but realistic decision that not every child in every program will be able to return the first day we re-open - at least not in a way that would make their programs as fun and engaging as they were in the past. Reopening can not and will not be as simple as flicking on a switch.

While our goal is to return to 'the new normal' as soon as possible for all the children we serve, we cannot put them at unnecessary risk.

Phases of Reopening

Each program will go through the three levels of reopening in phases. Given the current public recommendations and the coordination with local and state officials Gigueres has outlined the tentative phases of reopening below.

We will announce our dates for each phase as we learn more from governing officials.

| | Step 1 | Step 2 | Step 3 |
|----------------------------------|--------|--------|---------------------|
| Older Age Competitive Programs | Step 1 | Step 2 | Step 3 |
| Younger Age Competitive Programs | Step 1 | Step 2 | Step 3 |
| Older Age Recreational Programs | Step 1 | Step 2 | Step 3 |
| School Age Recreational Programs | Step 1 | Step 2 | Step 3 |
| Preschool Programs | Paused | Step 2 | Step 3 |
| Summer Camp | Paused | Paused | TBA for 2nd session |

How we limit the spread

Proactive Prevention of Exposure

The first step to limit spread is in preventing those with confirmed (or a high probability of having been in contact with) Covid-19 from entering the facility. We do this through our screening procedures, including in the self-screening we ask of staff and families to do regarding symptoms, travel, and in the active screening we do as people enter the facility and in who we allow to enter.

| | Step 1 | Step 2 | Step 3 |
|--------------------------|---|--|--|
| Staff Policies | <ul style="list-style-type: none"> • Must stay home if they or anyone in their households showing any symptoms • Must stay home 14 days if they or anyone in their household travels abroad • Temperature checks at door and every 4 hours at work | <ul style="list-style-type: none"> • Must stay home if they or anyone in their household has symptoms • Must stay home if they or anyone in household has traveled to known hotspot • Temperature checks at door | <ul style="list-style-type: none"> • Must stay home if temperature over 100 |
| Family Policies | <ul style="list-style-type: none"> • No students with symptoms allowed • If anyone in a student's household is showing symptoms, they cannot attend • If anyone in student's household has traveled out of state, student cannot attend for 14 days after their return from abroad • All administrative and billing must be done by phone or email with front desk • Drop off and Pick up closely monitored by staff. | <ul style="list-style-type: none"> • One parent allowed in per child • No students with symptoms allowed • Temperature checks at door • If anyone in a student's household is showing symptoms, they cannot attend • If anyone in students household has traveled to known hotspot they cannot attend for 14 days | <ul style="list-style-type: none"> • No children showing symptoms of illness allowed in class |
| Student Policies | <ul style="list-style-type: none"> • Temperature checks at door, no one allowed with temperature over 100 | <ul style="list-style-type: none"> • Temperature checks at door, no one allowed with temperature over 100 | <ul style="list-style-type: none"> • Must stay home if temperature is over 100 |
| Facility Policies | <ul style="list-style-type: none"> • Building Capacity reduced to 25% or new % set by local health dept. | <ul style="list-style-type: none"> • Will follow changing guidelines for building capacity. | <ul style="list-style-type: none"> • |

Active Prevention of Airborne Spread

One of the most common ways that we all know this disease can spread is through the air. This is why physical distancing, and the closure of businesses has been vital to flattening of the curve.

All doors and windows will remain open. The ceiling exhaust fans will be in full operation for a free and frequent exchange of fresh outside air. Roof top HVAC will be running to filter ambient air.

Our three phases also include other policies such as face coverings, physical distancing, and time limitations to further help reduce the risk of spread through the air. We also will be utilizing newly devised rotations schedules for our programs, containing students to a limited area so as to limit the number of other individuals they may be in proximity to during their time at Giguères.

| | Step 1 | Step 2 | Step 3 |
|--------------------------|--|---|---|
| Staff Policies | <ul style="list-style-type: none"> • Must wear face coverings | <ul style="list-style-type: none"> • Giguères will follow Ma guidelines regarding masks. | <ul style="list-style-type: none"> • Good hygiene habits encouraged at home and at the gym |
| Family Policies | <ul style="list-style-type: none"> • 1 parent allowed to come in per family • Parent required to wear mask in facility • Pick up and drop off will be monitored closely by staff | <ul style="list-style-type: none"> • One parent allowed in per family • Physical distancing enforced during spectating • Giguères will follow Ma guidelines regarding masks. | <ul style="list-style-type: none"> • Good hygiene habits encouraged at home and at the gym |
| Student Policies | <ul style="list-style-type: none"> • Students must wear a mask unless physically distant and/or working out. They must provide it. | <ul style="list-style-type: none"> • Giguères will follow Ma guidelines regarding masks. | <ul style="list-style-type: none"> • Good hygiene reinforced and taught |
| Class Policies | <ul style="list-style-type: none"> • All classes confined to specific rotation/area of the gym • All Rotation Areas cleaned before each group • Classes altered to limit sharing equipment between athletes where possible • Classes altered to promote physical distancing • Students should be prepared for class with as little time in gym as possible (come dressed, go to bathroom at home, etc.) | <ul style="list-style-type: none"> • All rotations cleaned between each group • Limited class movement between rotations | <ul style="list-style-type: none"> • Limited class movement between rotations |
| Facility Policies | <ul style="list-style-type: none"> • HVAC Filters used throughout the facility • Complete disinfection of bathrooms each hour • Building Capacity reduced to 25% or new % set by local health dept. | <ul style="list-style-type: none"> • HVAC Filters used throughout the facility • HVAC HEPA filters used throughout facility • Complete disinfection of bathrooms each hour | <ul style="list-style-type: none"> • HVAC Filters used throughout the facility • Complete facility disinfection each day • Complete bathroom disinfection each day |

Active Prevention of Contact Spread

In order to limit the spread of germs through surface and skin contact, we have upgraded and enhanced the complete surface disinfection policies we had in place prior to our closure. As we reopen, our Response Levels will include not only the limitation of the areas and surfaces that our students and athletes are exposed to, but the frequent disinfection of those surfaces they do touch, and the washing/sanitizing of hands should they move between rotations.

We also are requiring all students to arrive fully prepared for their program: dressed, having gone to the bathroom, hair ready, with their own water bottle.

| | Step 1 | Step 2 | Step 3 |
|--------------------------|---|--|---|
| Staff Policies | <ul style="list-style-type: none"> • Must sanitize hands upon entering, and between each station and class | <ul style="list-style-type: none"> • Must Sanitize hands between each class and through the day | <ul style="list-style-type: none"> • Must sanitize hands regularly at work • Good hygiene habits encouraged at home and at the gym |
| Family Policies | <ul style="list-style-type: none"> • 1 parent allowed to come in per family • Pick and drop off will be closely monitored by staff. | <ul style="list-style-type: none"> • One parent allowed in per child • Social distancing enforced during spectating | <ul style="list-style-type: none"> • Good hygiene habits encouraged at home and at the gym • No children showing symptoms of illness allowed in class |
| Student Policies | <ul style="list-style-type: none"> • Students must bring their own water bottle • Students must sanitize hands upon entry • Students must place shoes in a bag and keep all belonging in a single backpack | <ul style="list-style-type: none"> • Students must bring own water bottle • Students must sanitize hands upon entry • Students must place shoes in a bag and keep all belonging in a single backpack | <ul style="list-style-type: none"> • Students must sanitize hands before class • Good hygiene reinforced and taught |
| Class Policies | <ul style="list-style-type: none"> • All classes confined to specific rotation/area of the gym • All Rotation Areas cleaned before each group • All students must sanitize hands before entering and leaving a rotation • Classes altered to limit sharing equipment between athletes where possible • Classes altered to promote physical distancing • Hands on spotting only if necessary for safety • Virtual high 5's and the like. • Students should be prepared for class with as little time in gym as possible (come dressed, go to bathroom at home, etc.) | <ul style="list-style-type: none"> • Limited hands on spotting only as necessary • All rotations cleaned between each group • Limited class movement between rotations • All students must sanitize hands between rotations • Virtual high 5's and the like | <ul style="list-style-type: none"> • Normal physical contact allowed • Spotting used normally |
| Facility Policies | <ul style="list-style-type: none"> • Complete facility disinfection 2x per day in addition to individual rotation disinfection between groups • Complete disinfection of bathrooms each hour • Building Capacity reduced to 25% or new % set by local health dept. | <ul style="list-style-type: none"> • Complete facility disinfection twice a day • Complete Disinfection of bathrooms three times a day | <ul style="list-style-type: none"> • Complete facility disinfection each day • Complete bathroom disinfection each day |

Operational Levels

Policies and Procedures for Return to the Gym

| | Step 1 | Step 2 | Step 3 |
|--------------------------|--|--|--|
| Staff Policies | <ul style="list-style-type: none"> • Must stay home if they or anyone in their households showing any symptoms • Must stay home 14 days if they or anyone in their household travels • Temperature checks at entry and every 4 hours at work • Must wear face coverings • Must sanitize hands upon entering | <ul style="list-style-type: none"> • Temperature checks at entry • Sanitize hands between each class • Must stay home if they or anyone in their household has symptoms • Must stay home if they or anyone in household has traveled to known hotspot • Giguere's will follow Ma guidelines for masks. | <ul style="list-style-type: none"> • Must stay home if temperature over 100 • Must sanitize hands regularly at work • Good hygiene habits encouraged at home and at the gym |
| Family Policies | <ul style="list-style-type: none"> • Temperature checks at door • No students with symptoms allowed • If anyone in a student's household is showing symptoms, they cannot attend • If anyone in student's household has traveled out of state, student cannot attend for 14 days after their return • All administrative and billing must be done by phone or email with front desk • A Drops-off and Pick-up Area will be designated for students whose parents are not staying for class. • One parent allowed in per child | <ul style="list-style-type: none"> • One parent allowed in per child • Social distancing enforced during spectating • No students with symptoms allowed • Temperature checks at door • If anyone in a student's household is showing symptoms, they cannot attend • If anyone in students household has traveled to known hotspot they cannot attend for 14 days • Giguere's will follow Ma guidelines for masks. | <ul style="list-style-type: none"> • Good hygiene habits encouraged at home and at the gym • No children showing symptoms of illness allowed in class |
| Student Policies | <ul style="list-style-type: none"> • Temperature checks at door, no one allowed with temperature over 100 • Students must bring their own water bottle • Students must sanitize hands upon entry • Students must bring their own chalk • Students may choose whether or not to wear a mask, they must provide it | <ul style="list-style-type: none"> • Temperature checks at door, no one allowed with temperature over 100 • Students must bring own water bottle • Students must sanitize hands upon entry and exit | <ul style="list-style-type: none"> • Water fountains returned to use • Students must sanitize hands before class • Good hygiene reinforced and taught |
| Class Policies | <ul style="list-style-type: none"> • All classes confined to specific rotation • All rotations cleaned before each group • All students must sanitize hands before entering and leaving a rotation • Classes altered to limit sharing equipment between athletes where possible • Classes altered to promote physical distancing • No hands on spotting unless necessary for safety • Virtual High 5's and the like. • Students should be prepared for class (come dressed, go to bathroom at home, etc.) | <ul style="list-style-type: none"> • Limited hands on spotting only as necessary • All rotations cleaned between each group • Limited class movement between rotations • All students must sanitize hands between rotations • Virtual High 5's and the like • No special social distancing required in classes between students | <ul style="list-style-type: none"> • Normal physical contact allowed • Spotting used normally |
| Facility Policies | <ul style="list-style-type: none"> • Complete facility disinfection 2x per day in addition to individual rotations disinfection between classes • HVAC Filters used throughout the facility • Complete disinfection of bathrooms each hour • Building Capacity reduced to 25% or new % set by local health dept. | <ul style="list-style-type: none"> • Complete facility disinfection 2x a day • HVAC Filters used throughout the facility • Complete Disinfection of bathrooms three times a day | <ul style="list-style-type: none"> • Complete facility disinfection each day • HVAC Filters used throughout the facility • Complete bathroom disinfection each day |

Conclusion

While we cannot both be open to the public and also prevent 100% of all germs from spreading, we are proud and confident in the policies and procedures we have put in place that meet or exceed all government recommendations and guidelines. For these precautions to be as effective as possible, it will require the support and participation of the entire Giguères community.

We are in this together and will be better for it.