

MONTEREY BAY ACADEMY OF GYMNASTICS

Last Update 5/1/2020



HEALTH HANDBOOK AND COVID-19 GUIDELINES

Protocols for maintaining a safe environment for all of our employees, gymnasts and families at MBA Gymnastics

1663 Catalina Street, Sand City CA 93955

Monterey Bay Academy of Gymnastics Began Operating Summer Camps for Essential Workers May 4, 2020 Under the Following Order:

**ORDER OF THE HEALTH OFFICER
OF THE COUNTY OF MONTEREY (1) DIRECTING
ALL INDIVIDUALS LIVING IN THE COUNTY TO CONTINUE
SHELTERING AT THEIR PLACE OF RESIDENCE AS PROVIDED IN
THIS ORDER; (2) CONTINUING TO EXEMPT HOMELESS
INDIVIDUALS FROM THE ORDER BUT URGING GOVERNMENT
AGENCIES TO PROVIDE THEM SHELTER AND HAND SANITATION
FACILITIES; (3) REQUIRING ESSENTIAL BUSINESSES TO
IMPLEMENT SOCIAL DISTANCING PROTOCOLS; (5) CLARIFYING
ESSENTIAL BUSINESS AND LOWER RISK ACTIVITIES; AND (6)
DIRECTING ALL BUSINESSES AND GOVERNMENT AGENCIES TO
CEASE NON-ESSENTIAL AND HIGHER RISK OPERATIONS**

DATE OF ORDER: May 1, 2020

Please read this Order carefully. Violation of or failure to comply with this Order is a misdemeanor punishable by fine, imprisonment, or both. (California Health and Safety Code § 120295, *et seq.*; and Cal. Penal Code §§ 69, 148(a)(1).

UNDER THE AUTHORITY OF CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 101040 AND 120175, THE HEALTH OFFICER OF THE COUNTY OF MONTEREY ("HEALTH OFFICER") ORDERS:

f. For the purposes of this Order, "Essential Businesses" are:

xxx. Childcare establishments, summer camps, and other educational or recreational institutions or programs providing care or supervision for children of all ages that enable owners, employees, volunteers, and contractors for Essential Businesses, Minimum Basic Operations,

Healthcare Operations, Essential Infrastructure or Essential Governmental Functions to work as allowed under this Order. To the extent possible, programs must operate under the following conditions:

1. They must be carried out in stable groups of 12 or fewer ("stable" means that the same 12 or fewer children are in the same group each day).
2. Children shall not change from one group to another.
3. If more than one group of children is cared for at one facility, each group shall be in a separate room. Groups shall not mix with each other.

Order of the Monterey County Health Officer
to Shelter in Place

The Purpose of This Document

First we need to reference our mission statement;

It has been Monterey Bay Academy of Gymnastics (MBAG) mission to ***‘proudly serve the local and military families of our community for many decades’***. Since 1964, we have always strived to produce the same quality and excellence to **ALL** who enter our program, from recreational to team, for our gymnasts and their families.

Through the years and shared love of gymnastics, both gymnasts and staff have bonded together to build what has become our Gym Family. We have always known a group of people (coaches, gymnasts, families, etc.) that work together as a team are far more successful than people operating individually. We at MBAG believe this couldn't be more true today and that our community will get through this together as we figure out what our 'NEW Normal' will be.

The health and safety of our athletes will always come first. As we return to gymnastics following the disruption due to the COVID-19 outbreak, every decision, policy and procedure is made in the best interest of our students safety and health, both physically and mentally. We cannot and will not make any decisions that favor financial needs at the cost of reasonable safety.

This document was created solely for Monterey Bay Academy of Gymnastics, in conjunction with the California State Health Services, the Monterey County Health Department, and the Monterey Fire Department, it is not intended to be used or adapted by any other business or facility.

This Document is as Fluid as the Situation

Everything about the disease, its spread, governmental guidelines, social responses, the needs of our families, and the financial environment have been in constant flux. Our plans 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 be all of those things we cannot be afraid to constantly evaluate our policies and procedures, seek out new and sound information and adjust our responses accordingly. MBAG will alter any and all of this handbook as needed to fulfill these goals.

Everyone Must Be their Own Advocate

One thing we have learned in our communication with our families is that everyone is adjusting to their 'New Normal' (from COVID-19) 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 certain MBAG policies are changed.

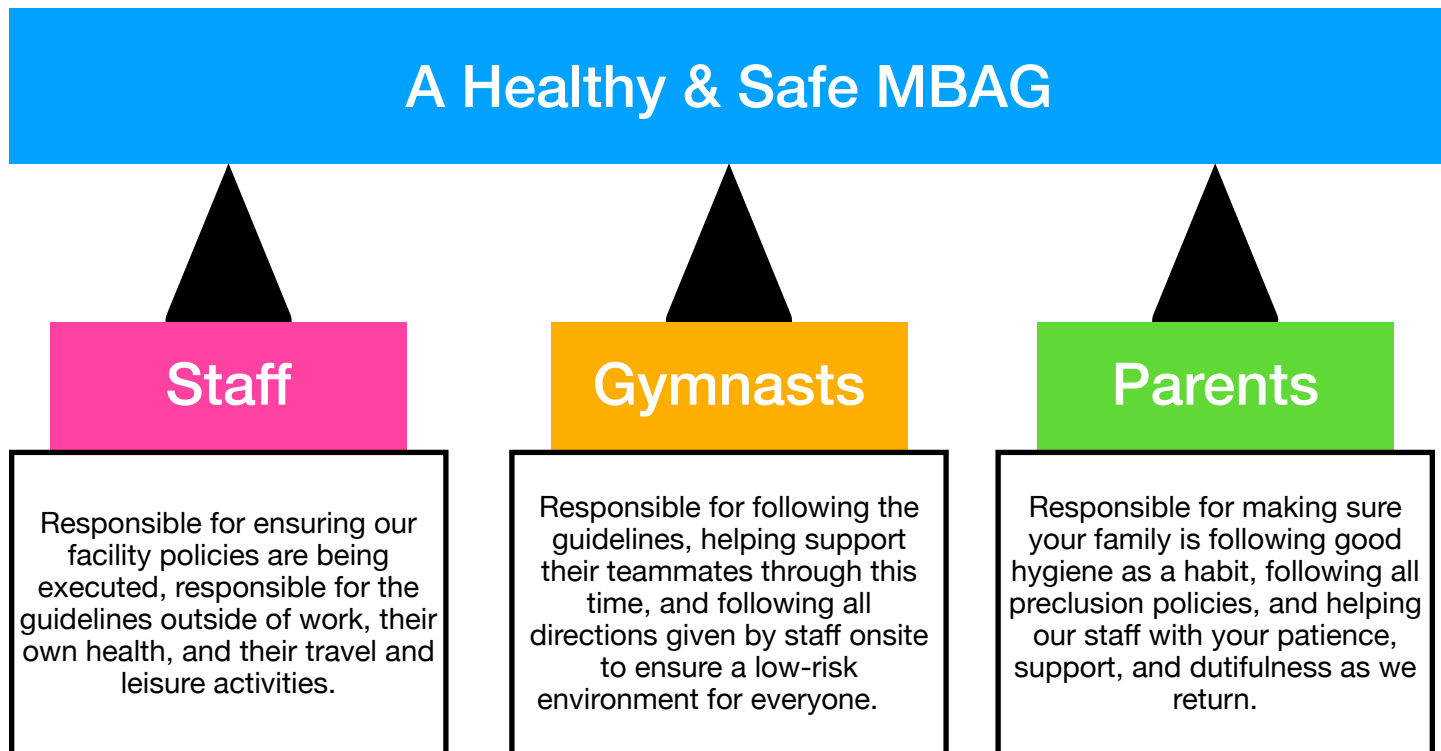
Mandatory Adherence to This Handbook

Given all the above, and in the interest of protecting the health and safety of the children entrusted to our care, MBAG will be enforcing all policies and procedures listed within this document during our return to gymnastics post COVID-19. If a family, athlete or employee is unwilling to abide by these policies and procedures, they will not be allowed to attend MBAG until either the MBAG Response Level or his or her 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, we must do our part to support a healthy and safe MBAG, and in turn healthy and safe homes for our family and friends.



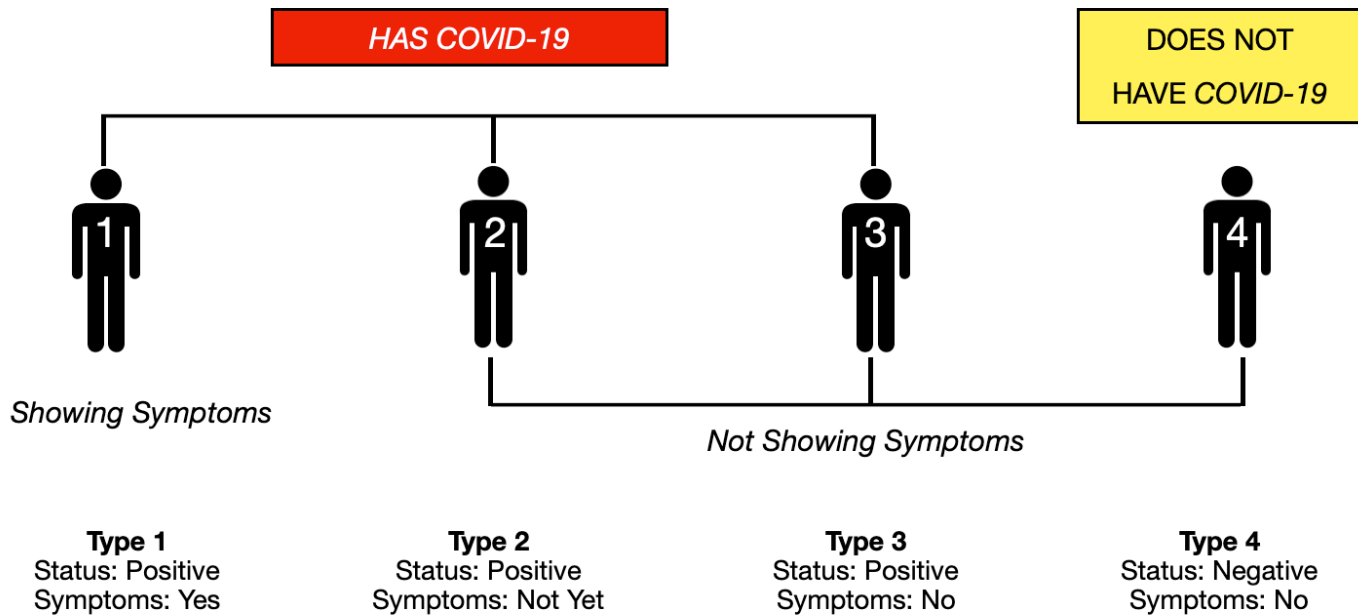
Regardless of what phase we are in, maintaining a healthy and safe environment for all of our students and families is going to take work and cooperation from our staff, athletes and parents. We need every family to do their part to practice good hygiene, follow our policies and procedures, and be patient 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. At MBAG we truly believe 'EVERY CHILD IS A CHAMPION' but we ALL win when we do our part.

How CDC Says COVID-19 is Spread

We know that COVID-19 can be spread by 4 types of carriers. Those with the disease and showing symptoms, those with the disease 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).

How COVID-19 can be spread



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 types 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.

Ways a Carrier Can Spread COVID-19

The virus is thought to spread mainly from person-to-person: Airborne, Airborne-to-surface-to-skin, Skin-to-skin contact, and skin-to-surface-to-skin contact.

- Between people who are in close contact with one another (within about 6 feet).
- **Direct Contact:** Hugs, high fives, hand shakes
- **Airborne:** Through respiratory droplets produced when an infected person coughs, sneezes, or talks (these droplets can land in the mouths, noses, or eyes of people who are nearby or possibly be inhaled into the lungs). COVID-19 may be spread by people who are not showing symptoms.
- **Indirect Contact:** It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes. This is not thought to be the main way the virus spreads, but we are still learning more about how this virus spreads. Examples: Touching Doorhandles, faucets, Railings, etc.

The Following policies and procedures laid out in this handbook have been purposefully designed to combat each of the sources of delivery (COVID-19) to the best of our abilities.

CDC Recommendations on How to Minimize the Spread of COVID-19

Just a few things we can do at home, in public, or at MBAG to help stop the spread of COVID-19



What MBAG is doing to Help Prevent the Spread of COVID-19

- Requiring all Gymnast/Staff to provide their own backpack/bag (large enough to hold all their belongings), Water Bottle, Hand Sanitizer, small snack, and own personal towel if the sweat.
- One entrance (Main Office Door)/One exit (2 Middle Doors near front Parking)
- Modified Drop off / Pick up routines / Class schedules.
- Classes and work schedules spread out to avoid grouping as much as possible.
- Limiting or stoping the usage of areas or things that would normally group people together (examples; cubbies, water fountains, observation areas, bathrooms).
- Social distancing markers inside and outside of our facility.
 - Chalk circles outside more than 6 feet apart for children who are arriving (during drop-off) at the same time.
 - Cones/Tape inside (more than 6 feet apart) where gymnasts are transitioning into class attire.
 - Taping on main floor (more than 6 feet), to indicate proper distancing.
- Rearranged equipment to help maintain social distancing.
- Same cohorts (same group of kids at the same time), no mixing.
- NO more than 12 gymnasts in our facility at any given time, unless there are changes made to our State and/or local orders.
- frequent scheduled breaks to wash or sanitize hands when appropriate.
- Coaches will frequently remind gymnasts not to touch their faces during activities at MBAG.
- All participants with hair long enough to fall into face **MUST** must keep hair tied up and out of face. Styled in a way where it doesn't need to be adjusted. This is to limit the possible risk of gymnast touching their face. Please do this prior to arrival.
 - Secure hair with ties, bands and/or with bobby pins or clips.
- Providing hand sanitizer in multiple locations easily accessible throughout MBAG facility if they do not have their own on hand.
- Spotting at this time is very limited. Spotting will only be done when deemed necessary (to physically assist the gymnast through safely completing a skill, reducing the risk of injury, or to ensure proper technique or body positioning). A coach who is spotting any gymnast must wear a mask in order to limit transmissions.

- After the completion of each session or class all mats or equipment used will be sanitized or disinfected. At the end of the day a final (complete) disinfection of frequently used areas will be completed *by staff*.

Example of MBAG's Daily Routine for Gymnasts and Staff

Drop off and Pick up must be done outside our facility. Upon arrival, we want each gymnast wait on designated numerical chalk circles (measured 6 feet apart) marked on sidewalk. As one gymnast (#1) enters the facility the next gymnast member (#2) moves up to #1 marker and waits for the Greeter/symptoms checker (designated staff member) to ask them to step up to door for a symptoms check.

Monterey Bay Academy of Gymnastics is taking the extra precaution of asking all gymnasts and staff to wear a mask until he/she gets to his/her designated spot on the main gymnastics floor. We are taking this extra precaution to ensure the safety of themselves and others as some children aren't as spatially aware of how to social distance at all times since there are only designated pathways until they get to their designated spots. During the duration of the gymnast's class, the gymnast will not be required to wear a mask. We recommend the gymnasts to reapply face mask upon completion of his/her class while exiting our facility.

On Gymnasts' arrival he/she will wait on numerical chalk circles outside the building until an MBAG staff member conducting symptom checks at the entrance invites gymnast to complete his/her symptoms check, including the taking of his/her temperature. In order to participate in classes/camps/parties, Gymnasts must be non-symptomatic and may not have a fever. MBAG will assume a fever is a temperature reading exceeding 100.4 degrees. In the case where a gymnast's temperature reading exceeds 100.4 degrees, the gymnast will be escorted to a holding area to retake and confirm temperature. If he/she fails to pass the temperature reading or symptoms check, he/she will not be able to participate in any activity held at MBAG and will be asked to go home and may not be able to return for 2 weeks. ***Temperature readings can be higher caused by exposure to heat or sun (if waiting in a hot car or outside) allowing gymnasts a small waiting period typically allows their bodies to reset or regulate back to their normal temperature.***

Following completion of symptoms check gymnasts will follow designated pathways to his/her specific social distancing spot on the main gymnastics floor along with their backpack/bag. When he/she has reached this spot, he/she can remove his/her mask and put all of their belongings in their backpack/bag.

Coaches will let gymnasts know when, where, and how gymnastics rotations will be completed, when to wash/sanitize hands, and when and how to prepare for pickup after the completion of their class/camp/activity.

Example of gymnastics stations/rotations will be available upon request. Layout of stations will show more than 6 feet of separation (providing adequate social distancing), routes to how they will rotate to their next station (to avoid coming into contact with another gymnast or coach).

At the end of workout gymnasts will be asked to gather all belongings and wait at their original designated social distancing markers and wait for a coach to release them to their parents who are waiting outside. Coaches will walk them out to vehicle to ensure a safe route to their vehicle or form of transportation.

Before Each Class

Help share/remind your gymnast of the policies and procedures MBAG will be enforcing to ensure we are maintaining a safe environment for all of our gymnasts, coaches, and families.

Have gymnast arrive with their gym attire on and hair done. They must have their own **gym bag/backpack, hand sanitizer, water bottle and mask (upon entry)**. Try to have your gymnast use the bathroom prior to their arrival, as we are taking extra precautions limiting the use of the facility's bathrooms (to avoid the spread of any additional germs, bacteria, and/or viruses) at this point in time.

Please have proper documents signed and returned prior to participation. Unsigned documents will keep gymnast from participating in any and all activities held at MBAG until they are completed.

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 MBAG family. We are in this together, and we're better for it.

Thank you for your cooperation at this time and continued support of MBAG! We will keep you updated on any changes in the coming weeks/months.

**STAY HAPPY,
STAY HEALTHY,
STAY SAFE,
WE'LL SEE YOU SOON!**