



BUGS Gymnastics Return to Play in a Covid -19 Safe Environment Plan

Introduction and Purpose

BUGS Gymnastics is a club founded on the values of providing a safe, friendly and inclusive environment for children to develop basic gymnastics skills. BUGS Gymnastics offers a variety of gymnastics programs to suit children of all ages and abilities, encouraging a healthy attitude towards participating in physical activity.

These values, along with our vision and mission, inform our planning and decision making as a club. Throughout this time of COVID-19, we have constantly referred to these values to ensure that all decisions refer back to our core values with the goal of putting the club in a position to recover from this disruption and get back to doing what we do best.

This plan has been developed to ensure that our key values are incorporated into our return to gymnastics in what is a changed environment. Through this plan we aim to ensure that all members of the BUGS Gymnastics community are aware of their personal responsibility to comply with new requirements to ensure the safety of everyone within our club and our wider community.

Overview

This plan has been developed referencing VIC Government directives along with the following reference documents:

- VIC Government Return to Play in a COVID-SAFE Environment framework
- National Principles for the resumption of sport and recreation activity
- AIS Framework for Rebooting Sport in a COVID-19 Environment
- Sport Australia COVID-19 Return to Sport Toolkit
- Gymnastics Australia Rebooting Gymnastics Factsheets
- General factsheets and information from the Australian Government Department of Health.

This plan will remain flexible and will be adapted as and when restrictions are changed in a COVID environment over the short and long term.

Application / Conditions of Membership

This plan, and all conditions within it, applies to ALL people accessing our facilities as a student, parent / guardian, spectator / visitor, contractor or employee. All conditions listed within this plan form part of our General Enrolment Terms and Conditions effective

immediately. Entry to our facilities assumes acceptance of these conditions. It is the responsibility of all parents, guardians and responsible adults involved with our club to have reviewed all aspects of this plan to ensure the safety of everyone.

BUGS Gymnastics COVID-19 Safety Coordinators

In accordance with the Sport Australia COVID-19 Return to Sport Toolkit, BUGS Gymnastics has appointed COVID-19 Safety Coordinators. The coordinators are responsible for completing relevant checklists, overseeing the development, implementation and monitoring of our return to sport plan and being the point of contact for members, their families, our state and national sporting organisation and Government / public health authorities.

You can contact our COVID-19 Safety Coordinators at any time as follows:

COVID-19 Safety Coordinator: Julie Chalmers

Direct mobile: 0409 939 268

Direct email: bugsgymnastics@bigpond.com

COVID-19 Safety Coordinator: Fabiana Gomez

Direct mobile: 0401 428 745

Direct email: bugsgymnastics@bigpond.com

Re-commencement of Classes

BUGS Gymnastics will at all times follow VIC Government directives regarding restrictions relating to the recommencement and on-going operation of indoor sports. It is anticipated that our return to classes will be a staggered process based on Government restrictions.

BUGS Gymnastics will communicate with all members regarding the commencement dates, timetables and associated fees payable based on the lifting of restrictions taking into consideration our ability to maintain a COVID safe environment at all times. It should be noted that changes will be made to our timetable to accommodate social distancing and maximum capacity requirements as directed by Government and to enable appropriate cleaning and sanitising to occur and to reduce overlap of attendees. We ask for your continued support and patience as these changes are implemented.

BUGS Gymnastics will constantly monitor all Government directives and should tighter restrictions be reintroduced, decisions about the continued operation of classes will be communicated to members as soon as possible.

Members at a Higher Risk

We understand there are members of our club who are at higher risk of complications of an illness such as COVID-19 due to other health conditions. While appropriate action will be taken to minimise the risk to such members, should your medical support personnel recommend against returning to classes in the short term, we undertake to hold the

member's place for them until it is deemed safe for them to participate. We do request written medical confirmation of this recommendation to enable appropriate planning for our class numbers.

What is your role?

Gymnasts – understand and follow our Gymnastics in the New Environment poster. This resource has been developed specifically to explain our new requirements in a kid friendly, relatable way.

Parents / Guardians / Responsible Adults – understand and follow the guidelines and conditions listed within this plan at all times, before, during and after accessing our facilities. Ensure any children under your care who are accessing our facilities have read (or been briefed) on the requirements for them to safely access gymnastics using the “Gymnastics in the New Environment” poster.

Visitors / Spectators / Contractors – confirm acceptance of the terms and conditions of entry to our facilities as presented at our entry points and enter only when approval has been granted by Management.

Staff – understand and follow the guidelines and conditions listed within this plan at all times, before, during and after attendance at work in addition to our workplace health and safety documentation relating to working in a COVID safe workplace.

Management of Risk

Through completion of the various checklists, templates and considering the immense amount of information, directives and recommendations received by BUGS Gymnastics through this time, we are confident that our new policies and procedures will support a safe return to gymnastics for our members and their families. Our Management team will continue to assess risks and the implementation of our new procedures to ensure they remain appropriate, relevant and practical and that the safety of our members remains our number one priority.

Office / Reception Opening Hours

In order to adhere to social distancing we please ask that parents communicate via email or telephone where possible bugsgymnastics@bigpond.com or 03 9888 7095. If you need to speak to a staff member in person please email or call to make an appointment. Our parent / customer portal will have information on your child's class time, your current account balance and you can also pay invoices easily online.

The New Environment – Guidelines & Conditions of Entry to our Facilities & Participation in Classes with BUGS Gymnastics

Your Responsibilities / How we will manage Illnesses

Do not come to class / bring your child to class / attend our facilities if:

- You or your child is not well. This extends beyond any cold or flu like symptoms (runny nose, fever, cough etc) to include gastro symptoms. Stay home and rest up.
- Anyone you have had contact with in the past 2 weeks has been tested for or been diagnosed with COVID-19 OR is unwell with cold or flu like symptoms, even if you, your child or others in your immediate family are feeling well.
- If your child or anyone within your immediate cohabiting family (i.e. from within the same household) has travelled overseas in the preceding 14 days.

BUGS Gymnastics reserves the right to immediately quarantine and remove any person from our facility that displays any symptoms of illness or who discloses that they have had contact with a person who is ill, has been ill in the past two weeks or has been tested for or diagnosed with COVID-19.

If you become aware of your gymnast being exposed to someone who is being tested for or diagnosed with COVID-19, you must immediately advise BUGS Gymnastics in writing to enable appropriate action to be taken.

New Procedures for Coming to Class

These new procedures apply to ALL members of BUGS Gymnastics and their responsible adults, siblings and associated visitors.

- Arrive at the gym exactly when your class starts, for independent classes you will deliver your child to a staff member at the front door and collect your gymnast promptly at the conclusion of their class from our rear door that will be supervised by staff. No parent or spectators will be allowed in the gym or waiting room.
- Unless participating in a Kindergym class (where an adult is required on the floor with the gymnast) parents/ guardians / responsible adults are required to drop and go at the main entry doors. Spectators of classes will not be permitted. Our staff will be on hand to assist with the arrival of children for class. Please ensure that your contact number is up to date and your mobile is on so that we can call you if necessary.
- Gymnasts must utilise our sanitiser on arrival, when directed by a coach, after using the bathroom and when leaving the gym. Gymnasts must sanitise at each station requiring equipment.
- Gymnasts must come dressed ready to train. No getting changed at the gym / in our bathrooms / change rooms.
- Bring a labelled drink bottle – our water taps will be closed. There will be no use of the kitchen or access to cups for water.

- All Gymnasts must have a clearly named bag to put their belongings in like shoes or jumper etc.

What we will do to provide a COVID Safe Environment at BUGS Gymnastics

Hygiene

- Alcohol based sanitiser will be provided to all people entering our facility and gymnasts will be directed to use sanitiser before commencing each apparatus. Sanitising stations will be located throughout the gym to enable easy access as and when directed by staff.
- Limited sharing of equipment will occur where possible with appropriate use of hand sanitiser required for high touch apparatus.

Social / Physical Distancing

- We will maintain the required ratio of 1 person per 2 square metres at all times within our facilities.
- Where possible, gymnasts must remain 1.5 metres away from each other when waiting for class, in the gym and after class.
- No contact is permitted between gymnasts and coaches including hugs, high fives etc. Only when spotting is necessary for a gymnast's safety.
- Classes will be spaced appropriately across the gym and circuits for each apparatus will be operated in a manner to support physical distancing (e.g. Gymnasts will be spread out for explanations, stop points implemented to ensure gymnasts are not queuing at stations).
- With the restriction of no spectators for classes (with the exception of special cases), we further reduce risk within our facilities and adhere to social distancing and controlled groupings.
- Coaches spotting gymnasts executing skills using their hands is a significant part of our program and ensures the safety of gymnasts as they learn skills. Spotting will be minimised as much as possible with coaches sanitizing their hands between gymnasts to ensure their hands are clean if spotting is required.
- If your child suffers from a known medical condition that may require your support (e.g. Diabetes, anaphylaxis) or has been diagnosed with a behavioural condition that requires you to be present, this must be communicated to the club in writing PRIOR to attendance at class. This will enable us to manage numbers appropriately and access to our facility for you and your child.

Cleaning Protocols

- BUGS Gymnastics will follow guidelines released by Gymnastics Australia regarding cleaning and hygiene standards to minimise the risk of a COVID-19 outbreak within our facilities.
- These protocols and guidelines are implemented daily with on-going cleaning and disinfecting being undertaken before, during and after classes of frequently touched surfaces in line with manufacturer's protocols, particularly for gymnastics equipment.
- Where gymnastics equipment cannot be suitably cleaned due to the potential damage cleaning solutions may cause to the equipment, gymnasts and coaches will be required to sanitise the part of the body that comes into contact with the equipment before using the apparatus.

Group Training

All groups will adhere to their set rotation schedule for access to each piece of apparatus and drink breaks will be scheduled to minimise gathering of gymnasts. Gymnasts will be required to leave the gym promptly after their class concludes.

At all times, gymnasts **MUST** remain with their group and may not join or go near another group. This enables us to maintain stable group compositions and to minimise the chances of an infected gymnast being exposed to every other gymnast in the facility at the same time. With this requirement comes more stringent and strongly enforced rules around behaviour.

Any gymnast that does not comply with the directions of their coach, leaves their group or refuses to adhere to social distancing and hygiene protocols will be removed by Management. We will not allow any gymnast to disrupt the learning of others or place others at risk due to inappropriate behaviour and gymnasts who do behave in such a manner risk being banned. Gymnasts must comply or will be removed, and this is solely at the discretion of Management.

Contact Tracing

- BUGS Gymnastics strongly encourages all families involved with our club to download and activate the COVID Safe app.
- BUGS Gymnastics will maintain accurate attendance records for all classes with coaches and supervisors conducting double checks of attendance records to ensure accuracy in the event of contract tracing being required.
- Please use the QR code to check in.

Use of Chalk

- The use of chalk in our facility will be restricted to competitive levels only. To support hygiene, all gymnasts within our competitive program must bring an empty, clean plastic container (suggest a small takeaway food container) with a secure lid to their first training session. Each gymnast will be allocated a small amount of chalk

that they must then use exclusively for themselves from their container, no sharing of chalk. Please ensure your gymnasts chalk container is clearly labelled with their name.

- Gymnasts will not be permitted to share hand grips under any circumstances. Hand grips will be sent home to avoid cross contamination at BUGS.

Makeup Classes

Makeup classes is one per term per child that can be used during the term where there is availability. You will need to contact the office to book in for a makeup class. Please do not turn up for a makeup class if you have not booked as you will be turned away unless a booking has been made.

The following guidelines and processes must be followed to enable access to a makeup class:

- Makeup classes may only be booked when a gymnast is ill or is prohibited from attending class due to the restrictions we have listed above under our heading “Your Responsibilities / How we will manage Illnesses”. Management reserves the right to request evidence to confirm eligibility.
- Availability for makeup classes is at the discretion of BUGS Gymnastics. This means that we will have limited days / timeslots that we can book you in for a makeup class based on our timetable, class sizes, venue capacities based on restrictions and availability in alternative classes. We cannot guarantee a makeup class will be available on your current day or at a similar time. Be prepared to be flexible. For example, if you attend class on Monday afternoon at 4pm, we may only be able to offer a makeup on a Friday at 4pm and this is solely at the discretion of BUGS Gymnastics.
- All term fees must be paid in full prior to access being granted to a makeup class. Families on payment plans must ensure that their payment schedule is up to date, and all remaining payments remain due in full, regardless of missed classes.
- A maximum of 1 makeup classes will be permitted per gymnast per term and are not transferrable.
- No credits / refunds will be issued for missed classes, missed makeup classes or due to your inability to attend the offered makeup class. Credits will only be applied if you miss two or more consecutive classes due to illness with a doctors medical certificate supplied.
- Makeup classes must be booked with our management team in writing within one week of the missed class and makeup classes must be taken within 4 weeks of the missed class. If your child misses their class due to illness / exclusion in line with our new conditions, you are required to email within one week of the missed class to book a makeup. Our management team will advise the day and time we have available for you to attend your makeup class and this must be taken within 4 weeks of the missed class. For example, if you miss class in week 2 and we confirm

availability of a make-up class for you, this must be taken by week 6 of term or your entitlement to a makeup class is cancelled.

- Makeup classes will not be offered to gymnasts who are removed from class as a result of unacceptable behaviour.

Incident Management

In the event of a COVID-19 positive result within the club (either a gymnast, staff member or another person who has accessed our facility), BUGS Gymnastics will follow all protocols required by Government to perform contact tracing and cleaning / sanitisation immediately.

Recovery

When public health officials determine that the outbreak has ended in the local community, BUGS Gymnastics will consult with relevant authorities to identify criteria for scaling back its COVID-19 prevention actions. BUGS Gymnastics will also consider which protocols can remain to optimise good public and participant health.