

HEALTH HANDBOOK



MSGGA

**Policies & Procedures for
Returning to the Gym**

TABLE OF CONTENTS



1

AN OVERVIEW

Together we can do this!

2

OUR SHARED RESPONSIBILITY

Each Person Plays An Important Part

3

METHODS OF SPREAD

A Brief Overview on How the Virus Spreads

4

SYMPTOMS OF THE VIRUS

Signs and Symptoms of the Virus

5

MSGA'S REOPENING PLAN

Phased and Level Strategy

6

HOW WE LIMIT THE SPREAD

Vital policies and procedures

9

SUMMARY & CONCLUSION

Policies and procedures review

Overview

The Purpose of This Handbook

First, to set us on the proper trajectory we need to reference the vision statement for MSGA:

"We believe that the intentional development of our youth, starting at a young age is of the utmost importance for their future. While practicing our sports develops a firm foundation for all movement and healthy living, they innately develop children at the personal, social, emotional and intellectual levels, thereby setting them on a trajectory for success in life."

Kids come first! The health and safety of our students and athletes always has been and will be our priority. As we return to play and train after the gym facility's temporary closure due to the Covid-19 outbreak, every decision, policy, and procedure is made in the interest of our students safety and health, both mental and physical. We cannot and will not make any decisions that favor financial needs at the cost of reasonable safety.

This handbook was created solely for Metro South Gymnastics Academy, in conjunction with the resources and guidance from the CDC, WHO, both the State and Federal Government and USA Gymnastics.

This Handbook: As Fluid as the Situation

Since the virus' inception, everything about the it, it's spread, governmental guidelines, social responses, the needs of our families, and the financial environment have been in constant flux. And so, our plan and procedures for how we address each of those things must be adaptable, intentional, based in science (not politics), according to the regulations put forth by state and federal governments, and effective. In order to be all of those things, MSGA will not be afraid to continually evaluate our policies and procedures, seek out new & sound information, and adjust our responses accordingly.

MSGA 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 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 MSGA will strive to meet and exceed all governmental guidelines, while also minimizing interruption of 'normal life' to the greatest degree 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 MSGA policy, is changed.

Mandatory Adherence to This Handbook

Understanding all the above, and in the interest of protecting the health and safety of the children entrusted to our care, MSGA will be operating according to all policies and procedures listed within this handbook 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 MSGA until either the MSGA Response Level or their cooperation have changed.

Our Shared Responsibility

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

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



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 preclusion policies, and helping our staff with your patience, support, and dutifulness as we return.

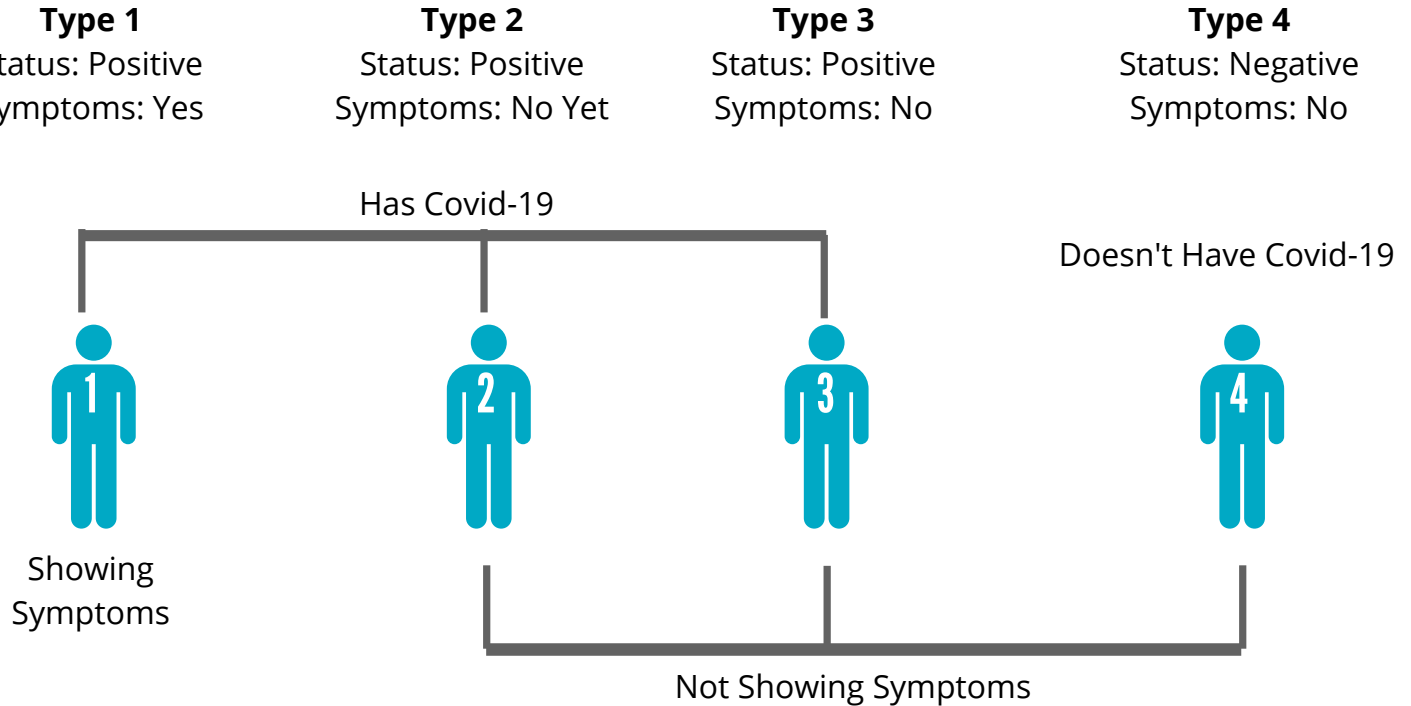
Regardless of what phase we are in, maintaining a healthy and safe environment for all of our students and families is going to take work and cooperation from our staff, students and athletes, and parents. We need every family to do their part to practice good hygiene, follow our policies and procedures,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

Symptoms of the Virus

What Are The Symptoms

With an understanding of how the virus spreads, it is important for us all to understand the symptoms associated with the virus. This is vital so that we can each self-evaluate our own health and those of our family. This alone will help tremendously in limiting the potential for exposing others to sickness, even if it turns out that you do not have the virus. Understanding the symptoms is also important so that potential for having the virus can be spotted and also not wrongfully diagnosed by someone because they saw someone sneeze once.

Please note that COVID-19 affects different people in different ways. Most infected people will develop mild to moderate illness and recover without hospitalization.

Below are the symptoms associated with someone having the virus.

Most common symptoms:

- fever
- dry cough
- tiredness

Less common symptoms:

- aches and pains
- sore throat
- diarrhea
- conjunctivitis
- headache
- loss of taste or smell
- a rash on skin
- discolouration of fingers or toes

Serious symptoms:

- difficulty breathing or shortness of breath
 - chest pain or pressure
 - loss of speech or movement
 - New confusion
 - Inability to wake or stay awake
 - Bluish lips or face
- ***Seek immediate medical attention if you have serious symptoms***

What To Do If You Show Symptoms

If you or a family member start experiencing the symptoms above, we would recommend that you call your doctor or health facility to seek guidance on what to do. People with mild symptoms who are otherwise healthy are most often told to manage their symptoms at home. Due to this being the case, we ask that if someone in your home is suspected of having contracted the virus that you do not attend classes until your family member is well.

On average it takes 5–6 days from when someone is infected with the virus for symptoms to show, however it can take up to 14 days.

As will be mentioned in the How We Limit The Spread Section of this Handbook, our staff will be monitoring everyone (staff, parents and children) who enter the facility. We will proactively seek to limit the spread by not permitting those who show symptoms from entering the facility and we will maintain vigilance during our classes and practices until close.

Our Reopening Plan

MSGA's Response: Levels of Programming

While the official date that we're allowed to reopen the facility has not been made clear yet by the government, MSGA 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 two to three levels of reopening in phases. Given the current public recommendations and the coordination with local and state officials, MSGA has outlined the tentative phases of reopening below.

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

	Phase 1	Phase 2	Phase 3	Phase 4
Older Age Competitive Programs	Orange Level	Orange Level	Yellow Level	Green Level
Younger Age Competitive Programs	Orange Level	Orange Level	Yellow Level	Green Level
Older Age Recreational Programs	Orange Level	Orange Level	Yellow Level	Green Level
School Age Recreational Program	Paused	Orange Level	Yellow Level	Green Level
Preschool Programs	Paused	Paused	Yellow Level	Green Level

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.

	Orange Level Classes	Yellow Level Classes	Green Level Classes
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 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 • All administrative and billing must be done by phone or email with front desk • Students will be dropped off and picked up in carpool line or in parking lot 	<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. • Continued Virtual resources through MSGA Online 	<ul style="list-style-type: none"> • Continued Virtual resources through MSGA Online 	<ul style="list-style-type: none"> • Continued Virtual resources through MSGA Online

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. As we reopen we have ensured that our air handling system is prepared with HEPA Filters and that the entire facility's air will be cycled and purified every 45 minutes, with even more frequent disinfection in high traffic areas such as restrooms and gathering areas.

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 MSGA.

	Orange Level Classes	Yellow Level Classes	Green Level Classes
Staff Policies	<ul style="list-style-type: none"> • Must wear face coverings 	<ul style="list-style-type: none"> • May wear face coverings, but not required 	<ul style="list-style-type: none"> • Good hygiene habits encouraged at home and at the gym
Family Policies	<ul style="list-style-type: none"> • No parents in the facility • Parent required to wear mask in on premises • Students will be dropped off and picked up in carpool line or in parking lot, if parent doesn't come in 	<ul style="list-style-type: none"> • One parent allowed in per family (provided our capped building capacity can increase sufficiently) • Physical distancing enforced during spectating • Masks encouraged but not required 	<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 may choose whether or not to wear a mask during practice, but must wear it when not practicing and still in the building. • They must bring their own mask 	<ul style="list-style-type: none"> • Students may choose whether or not to wear a mask, they must provide it. 	<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 HEPA filters used throughout 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 HEPA filters used throughout facility • Complete disinfection of bathrooms each hour 	<ul style="list-style-type: none"> • 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.

	Orange Level Classes	Yellow Level Classes	Green Level Classes
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 • May wear face coverings, but not required 	<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. 	<ul style="list-style-type: none"> • 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 • Masks encouraged but not required 	<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 must wear mask when not practicing on in the facility • 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 HEPA filters used throughout facility • Continued Virtual resources for parents and kids • 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 HEPA filters used throughout facility • Continued Virtual resources for parents and kids • Complete Disinfection of bathrooms three times a day 	<ul style="list-style-type: none"> • Complete facility disinfection each day • HVAC HEPA filters used throughout facility • Continued Virtual resources for parents and kids • Complete bathroom disinfection each day

MSGA's Operational Levels

Policies and Procedures for Return to the Gym

	Orange Level Classes	Yellow Level Classes	Green Level Classes
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 • May wear face coverings, but not required 	<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. 	<ul style="list-style-type: none"> • 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 • Masks encouraged but not required 	<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
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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 HEPA filters used throughout facility • Continued Virtual resources for parents and kids • 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 HEPA filters used throughout facility • Continued Virtual resources for parents and kids • Complete Disinfection of bathrooms three times a day 	<ul style="list-style-type: none"> • Complete facility disinfection each day • HVAC HEPA filters used throughout facility • Continued Virtual resources for parents and kids • 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 MSGA community. We are in this together, and we are better for it.