



G-Force Gymnastics Academy

Policy and Procedure

It is our mission to help protect our athletes, employees, customers and business from the spread of disease

Policy and
Procedure
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Staff Procedures

1. All employees must wash their hands for 20 seconds with soap and water upon entering the building, prior to clocking in, or touching any surface in the gym.
2. Employees must have their temperature taken prior to clocking in. Coaches with a temperature of 100.4 will be asked to leave for the day and continue monitoring their temperature.
3. All employees must wear a mask any time they are in the building or having any interaction with other staff members, parents or athletes.
4. No hugging or touching of others in the building. This includes other staff members, parents or athletes. Spotting will be addressed specifically below.
5. DO NOT COME TO WORK IF YOU ARE SICK or think you may be sick. Stay home if you have a fever over 100.4 degrees, fatigue, a cough, a headache or chills. Inform management and stay home for 24 hours once symptoms subside. Get a C-19 test if symptoms persist for more than 24 hours.
6. Immediately inform management if you have been in contact with anyone who has tested positive for C-19.
7. Coaches are not permitted to utilize "common areas". This includes the front desk, lobby area and break room.
8. G-Force will utilize one office staff person at any one time. G-Force will be scheduling the minimum number of staff per shift necessary to run the program effectively.
9. Employees must quarantine for 14 days following any out of state travel.
10. All employees must wash their hands for 20 seconds with soap and water prior to leaving the building.

Athlete Procedures

1. Athletes will have their temperature taken upon entering the building. Athletes with a temperature of 100.4 will be asked to leave class and schedule a make-up.
2. All athletes must wash their hands upon entering the building, prior to putting their belongings in the designated area. All athletes are asked to bring only flip flops and a water bottle to practice, leaving all other clothes with their parents prior to entering the building. Athletes must bring a reusable water bottle with their name on it. Students will not be allowed to use the drinking fountains. If the athlete is thirsty and does not have a water bottle, we will sell them a water bottle from the gym and charge the credit card on file for the purchase.
3. All students must sanitize their hands between rotations/events.
4. Students will not be allowed to hug or touch other students or instructors.
5. All students must sanitize their hands prior to leaving the building.
6. Masks are required for all athletes.
7. Any athlete must quarantine for 14 days following any out of state travel.
8. Team athletes will be asked to bring a backpack with the following to be used in class: jump rope, theraband, 1-2 lb ankle weights (for Level 6 and over), and tape or flex tape that they may need, and a gallon zip lock bag or plastic storage tub for chalk. Team athletes will be required to purchase their own personal block of chalk. These can be purchased from the gym for \$2.50 per block.

Class Procedure

1. Coaches are required to set up lesson plans and stations that obtain the maximum amount of realistic distance between athletes. Students are encouraged to stay on "their" stations for the entire duration of the rotation/event/class.
2. Coaches are asked to spread classes and groups out to the maximum distance when in the building.
3. Students will be required to use hand sanitizer between events/rotations.
4. Staff will be responsible for sanitizing the equipment between every class block.
5. GEM Star students will enter the building through the main door, and exit out the center North door near the team balance beams.
6. Preschool students will enter and leave through the Main Entrance in the Lobby.
7. Team athletes should enter through the front door and exit through the team door.
8. All coaches are encouraged to use instructional lessons and stations/drills that involve NO SPOTTING. Spot athletes ONLY if it involves their immediate safety.



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Parent Procedure	<ol style="list-style-type: none">1. Any parent entering the building must wash their hands for 20 seconds with soap and water immediately upon entering the building and before leaving the building.2. Only 1 parent will be admitted in the gym for athletes 5 years and younger.3. Parents are asked if possible not to bring siblings in the gym during your child's class. If you must bring a younger sibling, please have them stay by you and not playing near or around any surfaces and furniture in the gym.4. Any parent within the building must wear a mask and is asked to respect the 6 ft social distancing standards while in the gym.5. Parents will be asked to drop their athlete off at the entrance 5 minutes prior to the beginning of their class and pick them up at the front door promptly upon class completion.6. Please do not bring your child to class and schedule a make-up if they, or any member of the family has flu-like symptoms.7. Notify the gym immediately if feel you or your athlete has been exposed to C-19.8. Parents are advised to have your children wash their hands and feet as soon as they arrive home.
Sanitizing Procedures	<ol style="list-style-type: none">1. All common areas including the bathrooms will be sanitized every morning and every afternoon. The bathrooms will be resanitized frequently during any class times.2. All frequently touched areas will be disinfected often throughout the day and once per hour during classes.3. The gym will be disinfecting every surface in the gym semi monthly as recommended with an electromagnetic sprayer and Puritab tablets.4. Equipment will be sanitized between rotations and at the end of each class.5. Sanitizing stations will be set up on each event for students and or staff to use when necessary. These will include hand sanitizer, microfiber cleaning cloths, Swiffer mops, a spray bottle of disinfectant solution, and tissues.6. Front office staff will be responsible for sanitizing all front desk surfaces between every class.
Facility	<p>G-Force is a 20,000 square foot facility and will enforce less than 25% occupancy in the facility at any given time.</p> <p>Soft surface landing must be placed in pit areas.</p>

Floor Plan - Designated Areas

