



YMCA-YWCA Vancouver Island

## Guidelines for Group Low Intensity Exercise

Westhills Y

Downtown Y

December 17, 2020

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## Public Health Measures

### Case Finding and Contact Tracing

- All participants must be a current member in order to reserve a timeslot.
- Reservations are managed through Upace, accessed: through the app directly or by redirection from the website link into Upace, or over the phone with a Registration Services representative for those without internet access.
- Reservation information and member information is readily available if required by Public Health.

## Environmental Measures

### Ventilation

- Maintenance has a system in place to continually ensure HVAC systems are in good working order.
- Fresh air intake on ventilation systems has been increased as much as possible.
- Floor and wall fans are not being used.
- Downtown Y: outer door will be left partially open when possible.

### Floor Marking and Reduced Group Congregating

- Members can arrive 5 min before their reservation time and up to 5 min after their reservation start time. Members can leave the class at any time and up to 5min after their reservation time ends. Actual instructional time is 45-50min in length and is within the reservation timeslot.
- Downtown Y: Members enter and exit through the gymnasium doors; this entrance and exit is reserved for group fitness class participants only.
- Westhills Y: Members enter through main front doors [staggered start time with other programs] and exit via the 3<sup>rd</sup> floor exit doors to the 2<sup>nd</sup> floor exit.
- Signage has been posted, and the Know Before You Go section on the Y website has been updated informing members changerooms are not accessible for group fitness participants as per current guidelines.
- Current practice for all areas of the Y requires members arrive dressed to ready to participate in their registered activity.
- Floor markings and signage to direct traffic flow and spacing has been posted.
- The OCI [the Outside Checker Inner staff] will monitor line up before class to discourage groups congregating and the Duty Manager will manage groups after class.

### Cleaning and Disinfection

- Members will leave equipment used during the class in their participation space and staff/volunteer will disinfect this equipment and then return to appropriate storage area. If a member does not use a mat during floor work, the floor in their participation space will be disinfected.
- High touch surfaces are disinfected 2x/day as per the guidelines and Health Canada standards.

## Administrative Measures

### Occupancy

- Downtown Y Gymnasium = space for 24 members
- Westhills Y Studio = space for 15 members
- Downtown Y Lane Pool = space 15 members
- Westhills Y Lane Pool = space for 12 members - shallow end
- Westhills Y Leisure Pool = space for 12 members
- Signage is posted to make all aware of the maximum occupancy of the room. Note maximum room occupancy may be greater than reservation spaces listed above. Maximum room occupancy does not exceed 25 persons as per guidelines.

### Physical Distancing and Minimizing Physical contact

- Downtown Y: members centre themselves on the x within their 3 meter participation space
- Westhills Y: members centre themselves on the x within their 3 meter participation space
- Downtown Y Lane Pool: members line themselves up with a pylon and then centre themselves between the lane ropes
- Westhills Y Lane Pool: members line themselves up with a pylon and then centre themselves between the lane ropes
- Westhills Y Leisure pool: members line themselves up with a pylon [to position themselves either on the dashed line or in between the dashed line found on the bottom of the pool] and then centre themselves with a marker on the deep end wall
- Instructors have a designated 'instructor area' which allows them to stay 3 meters distance from members. Downtown Y and Westhills Y – same as members; Downtown Y pool and Westhills Y pool – instructors line up the left-hand corner of their mat with the marking on the ground
- Instructors must give verbal, rather than hands-on correction.
- Physical distancing of 2 meters must be maintained by members and instructors when not exercising [and at all other times within the facility].

### Booking and Registration

- Members are required to reserve a space in the class in order to participate. Reservation opens 48 hours before the start of class.
- Email notifications are sent as a Reservation Confirmation and reminds members they should not attend class if they are feeling sick and that they must cancel their reservation if they are feeling unwell. For those members who register over the phone, the Registration Services representative will verbally remind the member of these requirements.
- There is no penalty for cancelling a reservation.
- There is a minimum 15 min between classes with no members in the space.
- Members are reminded on the Know Before You Go on the Y website that they are to arrive no more than 5 minutes before their scheduled reservation time.
- By registering for a timeslot, the member acknowledges that they have read and agree to abide by the guidelines [referred to as safety protocols]. This information as well as a link to the guidelines will be provided in the class description. For those members who register over the phone, the Registration Services representative will inform them a copy of the guidelines are available at the branch and they are required to read and abide by them.

## Audio

- Instructors have a microphone for use so they do not have to raise their voice above speaking volume.
- Music in the class is to be kept below speaking volume in order to discourage signing or shouting.

## Food and Beverages

- There is no food or beverage sold at either branch.
- Members are required to bring their own water bottle, water fountains are closed, however water filling stations are available. Signage has been posted by each water fountain.

## Staying Home When Sick and When New Symptoms Develop

- All staff and volunteers are required to complete a Daily Health Check.
- Staff and volunteers are not permitted to attend work if they are experiencing any COVID-19 symptoms- they are to notify their supervisor or the Duty Manager.
- Any staff, volunteers or members who exhibit COVID-19 symptoms while inside the branch will be assisted by the Duty Manager.

## Personal Measures

### COVID-19 Health Check

- All staff and volunteers are required to complete the Daily Health Check before entering the facility.
- The OCI will review the daily entry requirements with all members before entering the facility.

### Exercise Attire/Personal Equipment

- All members are required arrive dressed ready to participate in their registered activity; this requirement is included in the Know Before You Go on the Y website.
- Members are encouraged to bring their own mat to yoga/pilates classes as yoga mats are not provided. Regular exercise mats are available for members who do not bring their own.

### Hand Hygiene

- Sanitization stations are located at the entrances and exits of both branches. Wall mounted hand sanitizer dispensers are located throughout the branches. Signage is posted 'Stay Healthy, Sanitize Here'.
- All garbage bins are lined with a garbage bag and are emptied at least daily.

## Personal Protective Equipment [PPE]

### Masks

- All persons 12yrs and older are required to properly wear a face covering at all times, in all areas of the Y. Wearing a face covering while engaged in physical activity or in the swimming pool is not required.
- A face covering [mask] must be worn by members while transitioning to and from their reserved activity and may be removed once in their designated spot in their class.

- A face covering [mask] must be worn by instructors while transitioning to and from their class and can be removed once in their designated instructor spot.
- Members who are unable to wear a face covering [mask] for any of the reasons as outlined in the Emergency Health Act are required to maintain at least 2 meters distance at all times.