



YMCA-YWCA Vancouver Island

Guidelines for Indoor Individual Exercise

Westhills Y

Downtown Y

April 6, 2021

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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 for the past 30 days.

Staffing

- Fitness Centre: There is either a dedicated Program Fitness Staff working directly on the fitness floor[s] and/or the Duty Manager includes the fitness floor[s] in their walk arounds.
 - There is a Duty Manager scheduled during all operational hours.
- Pool: There is always a lifeguard scheduled when members are in the pool, on the pool deck.

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: windows will be left open when possible.

Floor Marking and Reduced Group Congregating

- Members can arrive 5 min before their reservation start time and up to 5 min after their reservation start time. Members can leave the fitness floor at any time within their reservation timeslot.
- Downtown Y – Fitness Centre First Floor: Members enter and exit through the main front doors.
- Downtown Y – Fitness Centre Second floor: Members enter and exit through the Courtney Street doors. If they are using the changerooms after their workout they exit through the main front doors.
- Downtown Y – Pool: Members enter through the main front doors – enter the pool through the deep end pool door and exit either through the emergency exit doors or through the changeroom and out the main front door.
- Westhills Y Fitness Centre: Members enter and exit through main front doors – up through the main staircase and down the emergency exit staircase.
- Westhills Y Pool: Members enter and exit through main front doors – enter the pool through the universal changeroom and exit the pool through the emergency exit doors.
- Signage has been posted, and the Know Before You Go section on the Y website has been updated informing members of 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 reservation times to discourage groups congregating.

Cleaning and Disinfection

- Fitness Centre - Members receive a bucket with a spray bottle of disinfectant and a cloth. Signage is posted asking members to clean before and after they use a piece of equipment.
- Pool – any equipment used is disinfected after use by the lifeguard.
- Spray bottles of disinfectant and paper towel is located in each changeroom.
- High touch surfaces are disinfected 2x/day as per the guidelines and Health Canada standards.

Physical Barriers

- N/A

Administrative Measures

Occupancy

- Total reservation time is 1 hour in length
- Downtown Y First Floor = space for 28 members [7 members every 15min]
- Downtown Y Second Floor = space for 28 members [7 members every 15min]
- Downtown Y Pool = space for 4 members in lane pool, 2 members in leisure pool
- Westhills Y Fitness Centre = space for 40 members [10 members every 15min]
- Westhills Y Activity Room 1 = space for 5 members [included with Fitness Centre reservations]
- Westhills Y Pool = space for 5 members in lane pool, 4 members in leisure pool, 4 members in therapy pool

Physical Distancing and Minimizing Physical contact

- Fitness Centre:
 - equipment is spaced out 2.5M
 - 1 member per station and no spotting signage has been posted
 - floor markings, where required, identify exercise spaces
- Pool:
 - one member per lane
- No spotting signage has been posted in weight areas.
- Physical distancing signage reminding members to stay at least 2M apart is located throughout the facility.
- During Personal Coaching sessions, staff are aware they are to remain at least 2M from all members.

Booking and Registration

- Members are required to reserve a timeslot in order to participate. Reservation opens 48 hours before the start of the reservation time.
- Fitness Centre reservations are staggered throughout the hour.
- Email notifications are sent as a Reservation Confirmation and reminds members they should not attend their reserved timeslot 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.

- 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]. A link to the guidelines is provided on the main page of the app – safety protocols icon. 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

- Downtown Y First and Second floor - music in the fitness centre is to be kept below speaking volume in order to discourage shouting.
- Westhills Y Fitness Centre – n/a
- Downtown Y and Westhills Y Pool - music in the aquatic environment is to be kept below speaking volume in order to discourage 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 reserved timeslot; this requirement is included in the Know Before You Go on the Y website.

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'.

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 including while exercising on cardio and on strength equipment, while inside changerooms, while walking to and from the showers. Wearing a face covering while in the swimming pool is not required.
- 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 3M distance at all times.