



YMCA-YWCA Vancouver Island

## Guidelines for Indoor Group Exercise

Westhills Y

Downtown Y

Updated January 23, 2022

# Contents

- Scope..... 3
  - Proof of Vaccination..... 3
  - Staffing..... 3
- Environmental Measures..... 3
  - Ventilation..... 3
  - Reducing Group Congregating..... 3
  - Cleaning and Disinfection..... 3
- Administrative Measures..... 4
  - Occupancy..... 4
  - Physical Distancing and Minimizing Physical contact..... 4
  - Booking and Registration..... 4
  - Audio..... 4
  - Food and Beverages..... 5
  - Staying Home When Sick and When New Symptoms Develop..... 5
- Personal Measures..... 5
  - Exercise Attire/Personal Equipment..... 5
  - Hand Hygiene..... 5
- Personal Protective Equipment [PPE]..... 5
  - Masks..... 5

## Scope

All facilities or individuals providing exercise indoors [i.e. individual or group exercise], or one-on-one personal training indoors, must implement and comply with all the requirements in the *Indoor Exercise, Fitness, & Dance Class Facility COVID-19 Guidance January 19, 2022*

## Proof of Vaccination

- All members, guests, volunteers and staff are required to be fully vaccinated in order to access the facility
  - Members can provide written consent to store vaccine status on their membership account [after verification of vaccine card and government ID] and are then issued a membership card or they are required to check in at the membership desk every visit to verify vaccine card and government ID.
  - Guests are required to arrive at the Y with their accompanying member and have their vaccine card and government ID verified
  - Volunteers and Staff are required to submit their vaccine card to be verified by Human Resources in order to volunteer/work for the Y
- Reservation information and member information is readily available if required by Public Health.

## Staffing

- There is always a staff assigned to the role of Duty Manager while the facility is open to ensure all requirements are being met.

## 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.

### Reducing Group Congregating

- All members are required to reserve a spot to participate in the class
- 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.
- Classes are reserved for 1 hour in length with actual instructional time 45-50min in length within the reservation timeslot.
- There is a minimum 15min between classes with no members in the space.

### Cleaning and Disinfection

- Members are asked to disinfect their equipment and then return to appropriate storage area. If a member does not use a mat during floor work, they will be required to disinfect the floor in their participation space.

- High touch surfaces are disinfected at least 1x/day as per the guidelines and Health Canada standards.

## Administrative Measures

### Occupancy

- Downtown Y Gymnasium = space for 24 members
- Westhills Y Studio = space for 18 members
- Westhills Y Activity Room 3 = space for 24 members
- Downtown Y Fitness Studio = space for 17 members
- Downtown Y Dance Studio = space for 12 members
- Westhills Y Activity Room 1 = space for 9 members
- Downtown Y Lane Pool [aquafit] = space 24 members
- Westhills Y Lane Pool [aquafit] = space for 25 members - shallow end; 6 members – deep end
- Westhills Y Leisure Pool [aquafit] = 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.

### Physical Distancing and Minimizing Physical contact

- Members are asked to space themselves a minimum of 2 meters [6.5ft] from each other.
- Instructors are to remain in their 'instructor area' which allows them to stay 2 meters distance from members and not circulate throughout the class.
- Instructors must give verbal, rather than hands-on correction.

### 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 or their fitness centre 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.
- 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.
- Where possible, fitness class reservation times are staggered so they are not at the same time as fitness centre times.

### 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 reduce singing or shouting.

## Food and Beverages

- Members are encouraged to bring their own water bottle.

## Staying Home When Sick and When New Symptoms Develop

- All staff and volunteers are required to complete a Daily Health Check before entering the facility.
- Any staff, volunteers, members or guests who exhibit COVID-19 symptoms while inside the branch will be assisted by the Duty Manager.
- There is no penalty for members who cancel their reservation.

## Personal Measures

### Exercise Attire/Personal Equipment

- All members are encouraged to 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 required 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

- As per PHO Order on Face Coverings, masks must be worn at all times within the Y, except when actively exercising, This includes while transitioning to their spot in class.
- Masks are encouraged to be worn while exercising.
- Wearing a face covering while participating in an aquatic activity is not required.