



## I. Administrative controls

All employees are subject to a health screening before the beginning of their shift. Health screening will consist of a small questionnaire and a temperature check.

1. Employees who exhibit signs of illness, such as a fever over 100.4 degrees Fahrenheit, cough, or shortness of breath will be asked not to work and to seek medical attention.

*a) Thermometers will be available to screen individuals. Individuals who have a temperature of 100.4 degrees Fahrenheit will be asked to sit for five minutes before being re-evaluated if time allows. If the temperature remains, the individual will not be permitted in the facility and given a recommendation to seek medical attention.*

## II. Employee Protective Measures

Face coverings, disposable gloves, and hand sanitizer will be provided to all employees, and is to be worn when required. Employees may have to provide their own face coverings if there is a shortage or the original mask that was supplied to the employee has been lost. Additional measures provided to protect employees include:

1. Employees are required to wash their hands before start of shift, end of shift and as-needed throughout shift.
2. Signage reminding all to wash hands and practice proper hand hygiene will be posted throughout the workplace.
3. Employees will be prohibited from gathering during working hours.
4. Employees will be prohibited from handshaking and any other person-to-person contact if possible.
5. Sneeze Guards are installed to help protect employees when interacting with customers at our front counter
6. Soap and water to clean and an EPA- registered disinfectant to disinfect the workspace, equipment and tools will be provided for all employees.





### III. Access Controls

Members/clients must conduct self-assessment and not enter facility if they are exhibiting symptoms or have been exposed to COVID-19.

1. All individuals entering the building must wear a facial covering for the duration of their visit at our facilities unless you are participating in exercises such as jogging, cycling, or other cardio related exercises and can maintain at least 6 feet of social distancing from others.
2. All members must check in with a scan card or verbally with staff. There will be no written check in service available.
3. Clients should arrive no earlier than 10 minutes prior to the start of any group training class.
4. All members/clients should attempt to be ready to workout upon arrival. Limiting the use of bags, extra shoes, and change of clothes is recommended to cut down on locker-room usage.
5. All vulnerable individuals including the elderly and people with preexisting conditions should be cautious when using the facility.
6. Anyone that demonstrates symptoms while in the facility, such as persistent cough or vomiting should be addressed by staff and removed immediately.

### IV. Hygiene

1. Hand sanitizer will be available immediately upon entry and everyone should be encouraged/required to sanitize their hands when entering the facility.
2. At least one sanitizer and or handwashing stations will be available in all defined spaces
3. Only shower towels will be available to members through our towel service
4. All drinking fountains will be closed except for fountains with a touchless bottle filler. Members/clients will be encouraged to bring their own water or purchase from the facility.





## V. Cleaning and Sanitizing

EPA-registered disinfectant capable of eliminating COVID-19 will be utilized to sanitize and disinfect equipment and public spaces within the facility. All surfaces should be cleaned by removing any dirt or debris before beginning any sanitizing or disinfectant process.

1. Upon entry, members/clients will be supplied with a clean disinfectant rag and clean bottle of disinfectant to utilize during their visit at our facility
2. There will be clearly marked areas where to pick up disinfectant bottles and rags and also where to place used rags and disinfectant bottles upon completion.
3. All exercise equipment should be sanitized immediately following use by a member. Members who do not comply will be addressed by an employee. Members who have repeat offenses will be told they cannot access the facility unless they adhere to the new guidelines of the facility.
4. Frequently touched areas will be sanitized multiple times throughout the day by staff and more frequently in higher use locations such as door handles, counter tops, railings, benches, drink coolers, handles on any plumbing fixtures, etc..
5. Our daily cleaning checklist has been updated to ensure routine cleaning takes place and documentation is available in the event and incident may occur
6. Staff will launder items according to the manufacturer's instructions. Use the warmest water setting and dry items completely.
  - i. Only soiled towels will be stored in the laundry room.
  - ii. Staff will wear disposable gloves when handling dirty laundry
  - iii. Staff must clean and disinfect laundry hampers accordingly
  - iv. All clean towels will be stored in clean storage locations
7. A deep cleaning of our facility will take place once a day after hours.

## VI. Facility Capacity

Capacity shall be based on available space and ability to social distance with six feet between members/clients except in situations where instruction must be involved. Members who do not comply will be addressed by an employee. Members who have repeat offenses will be told they cannot access the facility unless they adhere to the new guidelines of the club. Exceptions to the social distancing rules include more than one person of the same household working out together.





1. Our facility will be organized to ensure a minimum of six feet of separation between each piece of cardio and strength equipment. This will entail disabling certain pieces to maintain 6 ft distancing.
2. Group fitness studios will have limited attendance based on studio size; minimum of 6 ft allocated per person, or more when possible.
3. One lane walkways will be encouraged to help sustain social distancing
4. Lounge and seating areas will be spaced-out to sustain social distancing
5. Locker-room use is allowed with the exception of the steam room/sauna, as long as social distancing guidelines can be met.

#### **VII. Locker Rooms Usage**

1. Lockers, showers, toilets, and sinks will be available for members' use, while observing six feet of social distancing in this space.
2. Employees will monitor this space throughout the day. All areas of the locker room must be cleaned on a regular schedule and staff must disinfect the high-touch surfaces at least once per hour.
3. Members are encouraged to bring their own bath towel.
4. Steam room/sauna is disabled.
5. Members will be required to spray-down showers with supplied disinfectant after each use.
6. All hairdryers and locker room toiletries except shampoo and body wash will be eliminated.
7. Hand sanitizer will be available outside locker room entrances.

#### **VIII. Personal Training Appointments**

1. Personal trainers and members are required to wash their hands before and after each session.
2. Gloves will be available to use if desired or required.
3. Sessions should be scheduled in one location in the club to minimize the amount of equipment and reduce contact with other members.
4. Trainers must clean and sanitize space and equipment used after each client session.
5. Trainers are required to wear a mask whenever they have to come within six feet of their client. Exception to this rule is if the trainer is participating in physical activity
6. Small group sessions will be held with a minimum of six feet of space between each participant and the instructor.





## **IX. Group Fitness Classes**

1. Clients for group class should bring their own mats, bands, and/or equipment when applicable.
2. Floors will be cleaned with EPA-registered disinfectant after each class. Door handles and music displays will be cleaned by the instructor at the end of each class.
3. Instructors are required to wear a mask only if they have to come within six feet of their client. Exception to this rule is if the instructor is participating in physical activity.
4. Microphones will not be shared. Instructors shall supply their own microphone cover. If instructor cannot supply their own microphone cover, they should do the class without a microphone.
5. Doors will remain open to increase air flow until class begins. Instructor will close doors at the start of each class and open doors at the end of class.
6. Class schedules will be created with a recommended 15-30-minute break between each class to allow for exit, cleaning protocols and a safe entry for the next class to eliminate congregation before and after classes.
7. If fans are used, fans should blow in the same direction and blow in a way that does not blow into the face of a client.
8. Clients are required to clean all equipment and weights used in class. Instructor should organize the return of equipment so that clients can maintain six feet of social distancing upon the return of equipment.

## **X. Smoothie Bar/Lounge spaces**

1. Seating arrangements will be reconfigured to allow six feet for social distancing.
2. Cooler drinks will be available and accessible to members/clients.
3. Individual packaged food items will be available behind the front counter.
4. Smoothie bar will be open. Proper cleaning after preparation of the smoothie will be required of all staff.
5. Employees will be required to wear masks when preparing food items.
6. Employees will monitor and clean any tables or counter tops that were occupied by a member/client.
7. Account charging or credit cards are the preferred method of payment, to minimize cash collection.
8. All regular local board of health and restaurant standards and codes will be followed.





## **XI. Kids Quest**

1. Kid's Quest will be open in a limited capacity with no more than 8 kids at a time and the number of children allowed in at a time will be monitored. Because of this, appointments are mandatory for this service.
2. We will require scheduling 24 hours ahead to reserve a spot for children. This is a temporary procedure.
3. In order to provide as many members as possible a chance to bring in their kids to Kid's Quest, time limits per child are set to 90-minute maximums.
4. Families will be asked to space out and be patient at drop off and pick up as only one family at a time will be allowed inside the Kid's Quest doors to allow for socially distanced dropoff and pickup.
5. Masks should be worn by staff during pick up and drop offs and whenever staff is within six feet of a child.
6. By bringing children to Kid's Quest, parents acknowledge their children don't have any signs or symptoms of Covid-19 or any other illness including having a temperature over 100.4 for 48 hours prior to being in Kid's Quest.
7. As a safeguard to team members and other children, our team members will be taking each child's temperature via no contact infrared thermometer prior to admittance. Children with a temperature of 100.4 or above will not be allowed to check in that day.
8. Temperatures over 100.4 that lead to a denied admittance will be logged under the child's name in Member Roster account notes stating they were denied due to temp, record of the actual temp, and note the date/time.

## **XII. Positive Case Protocols**

1. If one of our facilities learns that an employee has tested positive for COVID-19, the facility will follow all recommendations given by local health officials. The employee will also be asked to quarantine for at least 14 days and cannot return back to work without a doctor's notice. Any person who has come in contact with this employee will be notified and encouraged to quarantine and/or get tested.
2. If one of our facilities learns that a member/visitor that has utilized the facility within the past 30-days has tested positive for COVID-19 the facility will follow all recommendations given by local health officials. We will also notify all known persons who have come in contact with that individual while at our facility.

