



# COVID-19 Safety Plan

*Camps 2020/2021*

*Procedures and Guidelines*

(Version 3)

Gymalaya Newmarket  
11/28/2020

16945 Leslie St. Unit # 32. Newmarket, ON. L3Y 9A2  
[newmarket@gymalaya.com](mailto:newmarket@gymalaya.com) | <https://gymalaya.com/newmarket/>

## Introduction

Gymalaya is committed to providing a safe and healthy environment for all our employees and customers. In order to provide the highest level of safety, we have developed the following COVID-19 Safety Plan in response to the COVID-19 pandemic. The recommendations from the York Region Public Health ([york.ca/covid19](http://york.ca/covid19)) and the Ministry of Health ([health.gov.on.ca](http://health.gov.on.ca)) are continuously changing due to the evolving COVID-19 situation. We are committed to monitoring these changes and adapting our safety protocols as needed.

## Educating and Promoting Healthy Behaviour

### Stay home when you're sick

- All staff and customers should stay at home if they are sick
- Monitor for symptoms associated with COVID-19
- Visit [york.ca/covid-19](http://york.ca/covid-19) to learn about symptoms associated with COVID-19

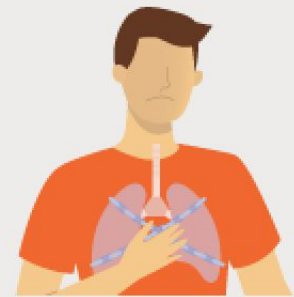
## COMMON SYMPTOMS OF COVID-19 INCLUDE:



**FEVER**  
(Temperature of  
37.8°C or greater)



**NEW OR  
WORSENING  
COUGH**



**SHORTNESS  
OF BREATH**  
(Dyspnea)

## OTHER SYMPTOMS OF COVID-19 CAN INCLUDE:



**SORE THROAT  
OR DIFFICULTY  
SWALLOWING**



**NEW SMELL  
OR TASTE  
DISORDER(S)**



**NAUSEA/VOMITING,  
DIARRHEA,  
ABDOMINAL PAIN**



**RUNNY NOSE,  
OR NASAL  
CONGESTION**  
Unrelated to  
seasonal allergies,  
post nasal drip etc.

### Symptoms in Children

- While many children are asymptomatic or only have mild illness, watch for any of the following symptoms of COVID-19



### Other Symptoms of COVID-19 can include:

- Unexplained fatigue, malaise or myalgia (tiredness, feeling unwell, or muscle aches)
- Exacerbation of chronic conditions (worsening)
- Chills
- Headaches
- Croup
- Pink eye
- Red/purple discolouration to hands, fingers, feet and/or toes and skin may peel (COVID-toes)

- Lethargy
- Difficulty feeding in infants

### **Practice hand hygiene and respiratory etiquette**

- Wash your hands thoroughly with soap and water or use 60-90% alcohol-based hand sanitizer
- Avoid touching your face, nose and mouth with unwashed hands
- Use a non-medical/cloth mask (as per [York Region Public Health policy](#))
- Cover your cough or sneeze with a tissue or the elbow of your sleeve

## **Maintaining a Healthy Environment at Gymalaya**

### **Drop Off Procedures and Screening**

- Parents/guardians are encouraged to check their child's temperature & other symptoms of COVID-19 daily at home
- Drop off is available from 8:50AM to 9:10AM. All campers must be dropped off by 9:10AM. The door will be locked at that time and no one will be allowed entry into the facility throughout the day
- A screening station will be located inside of the main entrance to our facility
- Parents/guardians and their children should line up along the front windows of the building and maintain a 2-meter distance from others when waiting to be screened. Markers will be in place to ensure physical distancing is maintained. If the weather is not favourable to waiting outside, then please wait in your vehicle until our front door is open, at which point you may enter and begin screening
- **Children over the age of 2 and adults must use a mask or face covering while waiting to be screened and when entering the facility**
- Once the screening station is free, please approach the table and you will be greeted by one of our staff
- At the screening station:
  - Parents/guardians will sign off indicating that:
    - Neither them, their child(ren) or anyone in their household has experienced any symptoms of COVID-19 in the last 14 days (symptoms may include: new or worsening cough, shortness of breath, sore throat, difficulty swallowing, new taste or smell disorder, nausea/vomiting, diarrhea, abdominal pain, runny nose or nasal congestion)
    - Neither them, their child(ren) or anyone in their household have come into contact with anyone who has been a confirmed case of COVID-19 in the last 14

days

- Neither them, their child(ren) or anyone in their household have travelled outside of Canada or been in contact with someone who has travelled outside Canada in the last 14 days
- Neither them, their child(ren) or anyone in their household have been tested for COVID-19 in the last 14 days and are awaiting results
- Neither them, their children or anyone in their household have been sent home early from school and/or daycare in the last 14 days
- Your child's temperature will be taken and recorded. Any child with fever of 37.8° C or greater will not be permitted to enter the facility
- If an individual answers YES to any of the questions, them and their household will **not** be permitted inside the facility and will be sent home to seek further assessment
- Your child will be asked to sanitize their hands before entering the facility
- Attendance will be recorded. Our staff member will sign your child in and record your first and last name, your phone number and the name of a pick up person for that day

### Entering the facility

- Once your child has been screened, they will enter the facility through the main door
- Parents and guardians are not permitted inside the facility at any time (except in case of an emergency - a mask must still be worn)
- Children 2 years and older and adults are required to wear masks in the facility
  - Children may remove their mask only during the gymnastic portion of the day as they are not required to wear a mask while participating in physical activity or when eating/drinking; however, they may keep their mask on if they choose to
- A staff member will direct your child to their designated cubby with their name on it
  - **The coat room is OFF LIMITS** as it is not sufficient in providing enough space for physical distancing, therefore children will place their belongings (including their coat, outdoor shoes, lunch bag & water bottle) inside their cubby.
    - Please keep personal belongings to a minimum and refrain from sending unnecessary items to camp
    - Kids are encouraged to bring indoor shoes such as flip flops or crocs that are easy to put on as staff are not allowed to help them with socks/shoe laces
- They will then be guided to their designated group/area

### Grouping and Physical Distancing

- We will maintain physical distancing by limiting the number of students in our facility

- We have limited our camp registrations to a maximum of 5 children in each cohort
- Staff are not permitted to assist/spot children unless for extenuating circumstances
  - All gymnastics skills have been modified so children may perform them on their own
  - Coaches will maintain their 2-meter distance throughout all activities. No physical contact is permitted including spotting, high-fives or hugs
- Physical distancing will be maintained throughout the day
- Cohorts will be segregated in separate areas of the facility & there will be no intermixing between cohorts
- Children and staff will remain in the same cohort for the entire week
- Siblings will be placed in the same cohort regardless of age
- We have redesigned our party room seating area to allow a 2-meter distance between all campers and staff
- Appropriate signage and markers have been placed throughout the facility to remind everyone to maintain physical distancing
- When physical distancing is not possible (emergencies, child needing help, etc.), the staff member will wear a non-surgical face mask and any other PPE equipment required
- Activities have been modified in order to allow physical distancing. We have eliminated any activities where physical distancing cannot be safely maintained
- Each cohort will use their designated bathrooms throughout the day

### **Hand Washing and Personal Hygiene**

- Children will have supervised hand washing for 20 seconds upon arriving at camp each day, before and after eating, after toileting and prior to departure for home. We have scheduled additional time between each activity for hand hygiene for campers and staff
- There are a number of hand sanitizing stations throughout the facility for the campers and staff to use throughout the day
- Hand washing will be required immediately after sneezing or coughing

### **Snack / Lunch Time**

- There will be one snack break (for half day campers) and two snack breaks and lunch (for full day campers)
- Each cohort will have staggered lunch times to maintain integrity of each cohort
- Campers and staff will not be allowed to share any food items
- All campers must bring their own food and drink from home

- 
- Gymalaya is a **nut aware** facility. Please refrain from sending any snacks containing **nuts/peanuts**. Any snacks containing nuts or peanuts will be placed back in your child's lunch bag and sent home

### **Cleaning Procedures**

- In addition to our standard cleaning protocols we have added the following cleaning procedures:
  - After each day of camp the facility will be sanitized using a fogging machine with Vital Oxide disinfectant
  - Each area will be cleaned thoroughly between cohort's use
  - Each cohort will have its own set of play toys/equipment
  - All mats and equipment will be cleaned several times during the day
  - All equipment and toys that are not easy to clean have been removed (such as rope, parachute, plush toys etc.)
  - Bathrooms, door handles and high-volume touch surfaces will be cleaned throughout the day
- All cleaning procedures will be recorded in a cleaning log

### **First Aid**

- In any case of an injury, the coach will be available to assist the child. If Physical distancing cannot be maintained, the coach will sanitize their hands, put on gloves and face cover and proceed to assist the child in accordance with our first aid policy
- If a child requires ice, the coach will get it for them. The ice will be placed in an unused ziplock bag. If the coach needs to assist the child with applying the ice, they will first put on gloves and a face cover
- If necessary, a coach must be able to prevent an injury. A coach may step in to catch a gymnast if they slip or fall from the apparatus

### **Behaviour Code**

- All campers must understand the rules of physical distancing and instructions prior to sign up. If your child cannot follow the proper procedures and therefore is compromising the safety of other campers and staff members, they will be unable to participate in camp
- There will be a strict zero tolerance and no exceptions will be made
- The camper will be sent home and a credit will be noted on your file due to the non-compliance (no refund)



---

## Pick Up Procedures

- At the end of each camp day, campers will be seated in a designated area until their parents/guardians arrive to pick them up
- Pick up time is between
  - 11:50AM-12:00PM (half day campers)
  - 2:50PM-3:00PM (full day campers)
- Parents/guardians must wait in their cars until it is time for pick up as the front door will be locked and no one is permitted to enter the facility throughout the day
- Exactly at pick up time, a staff member will open our main door and confirm that all individuals there to pick up are authorized to do so. Please advise (by email [info@gymalaya.com](mailto:info@gymalaya.com)) if someone besides a parent is doing pick up
- A staff member will then guide the child to pick up their belongings and bring them to the door to leave

## Illness, Reporting and COVID-19

### Participant

- A child who becomes ill while at camp will be immediately separated from others and placed in a designated supervised area until they are picked up
- Their parent/guardian will be notified to pick up their child as soon as possible
- The child will be asked to wear a face mask and sanitize their hands. Staff will remind the child to avoid touching the mask while wearing it
- Tissue will be provided to the child to support proper respiratory etiquette, along with proper disposal of the tissues
- If physical distancing cannot be maintained during supervision of ill individuals in isolation, staff should wear a mask and eye protection (face shield)
- Once the child is sent home, the area will be cleaned and disinfected
- Camp participants with symptoms should call York Region Public Health at 1-800-361-5653, their health care provider or a [COVID-19 assessment centre](#) to determine if they need testing
- Other camp participants and staff who were present while a camp participant became ill should be identified as a close contact and further cohorted (i.e., grouped together) until they can be picked up by parents/guardians to self-isolate at home. The local public health unit will provide any further direction on testing and isolation of these close contacts
- Camp participants or staff who have been exposed to a confirmed case of COVID-19 should be excluded from the program setting for 14 days



- 
- Camp participants awaiting test results should be excluded from camp until results have been received and if said results are negative

## Staff

- Staff must report any COVID-19 symptoms to their gym director and stay home until they have been assessed by a health care provider to exclude COVID-19, and their symptoms have been resolved
- All staff members are screened daily for any COVID-19 symptoms before entering the facility (self assessment questionnaire and temperature check)
- Staff who develop symptoms and become ill while at camp
  - Will be isolated and sent home immediately
  - They will be asked to call York Region Public Health at 1-800-361-5653, their health care provider or a [COVID-19 assessment centre](#) to determine if they need testing
- If a staff member tests **negative** for COVID-19
  - they must stay home until 24 hours after symptom resolution
- If a staff member tests **positive** for COVID-19
  - All families and staff who have been in contact with that individual will be notified immediately
  - This staff member must be excluded from the program for 14 days after the onset of symptoms and clearance has been received from the local public health unit
  - All camp participants and other staff members who have been in contact with this staff member should call York Region Public Health at 1-800-361-5653, their health care provider or a [COVID-19 assessment centre](#) to determine if they need testing. They must also be excluded from the day camp for 14 days
  - Staff who are being managed by York Region Public Health (i.e. confirmed cases of COVID-19, household contacts of cases) should follow Public Health instructions to determine when they can return to the day camp
- Gymalaya will notify York Region Public Health to seek advice on how to proceed

## Exposure to/Outbreak of COVID-19

In an event that our staff or campers experience exposure to COVID-19 or there is an outbreak in our facility, the following procedures will be followed:

- All staff members and individuals who may have been affected will be immediately contacted via email and/or phone and strongly encouraged to contact York Region Public Health at 1-800-361-5653 or a [COVID-19 assessment centre](#)

- 
- York Region Public Health will be notified immediately
  - Our facility will be temporarily closed. Prior to re-opening, a professional cleaning company will perform a deep clean disinfection of the entire facility
  - All staff impacted will be self-quarantined for 14 days

### Cancellation and Refund Policy

- All camp fees are non-refundable. This will be strictly enforced
- Due to the limited number of participants for each camp day, there will be no refund or credit (make ups) for missed days
- A camp day might be rescheduled with at least 7 days written notice by email and as long as there's a spot in another day
- In case there's an outbreak and we need to close, a full refund will be provided (for days not used)
- In the event the province of Ontario/York Region Public Health announces a mandatory shut-down of day camps, a full refund will be provided (for days not used)

**Questions regarding Covid-19 policies and protocols?**

**Email us at: [newmarket@gymalaya.com](mailto:newmarket@gymalaya.com)**

**We look forward to a fun and safe camp!**

