



COVID-19 Safety Plan

*Winter Break Camp 2021
Procedures and Guidelines*

Gymalaya Inc.
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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) and the Ministry of Health (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 campers should stay at home if they are sick
- Monitor for symptoms associated with COVID-19
- Visit 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.

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
- Cover your cough or sneeze with a tissue or a sleeve

Practice physical distancing

- Maintain 2 meters from others
- Use non-medical/cloth mask when physical distancing cannot be maintained
- Properly put on and remove your mask

Maintaining a Healthy Environment at Gymalaya

Drop Off Procedures and Screening

- Parents/guardians are encouraged to check their child's temperature daily at home, however, a fever is not the only symptom of COVID-19
- 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 9:10AM and no one will be allowed to enter 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 unlocked, 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 members who will be standing behind a protective barrier
- At the screening station, the screener will confirm that the [online screening form](#) has been completed. If not completed, they will do manual screening:
 - Parents/guardians will sign off indicating that:
 - Neither their child nor 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 their child nor anyone in their household have been identified as a “close contact” of someone who currently has COVID-19
 - In the last 14 days, have you travelled outside of Canada?
 - Has a doctor, health care provider, or public health unit told you that you should currently be isolating (staying at home)?
 - Individuals who answer YES to any of the questions will not be permitted inside the facility and will be sent home to seek assessment and further testing
 - 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
 - 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 verbally and record your first and last name, your phone number and the name of a pick up person. This will be done to avoid a pen being handled by many people

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 for in case of an emergency. In this case a mask must be worn)
- A staff member will direct your child verbally to their designated bin with their name on it
- Your child will place their belongings (including their lunch bag and water bottle) inside the bin.

Please keep personal belongings to a minimum and refrain from sending unnecessary items to camp. Kids are encouraged to bring indoor shoes or crocs that are easy to put on. Staff will not be 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 10 individuals in each group (6-8 kids and 1-2 staff members)
- Groups will be segregated in separate areas of the facility
- There will be no intermixing between groups throughout the day
- Siblings will be placed in the same group 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
- Activities have been modified in order to allow physical distancing. We have eliminated any activities where physical distancing cannot be safely maintained
- All gymnastics skills have been modified so children may perform on their own without a coach's spotting. Coaches will use limited spotting when necessary
- Coaches will maintain their 2-meter distance throughout all activities. No physical contact is permitted including spotting, high-fives or hugs

Hand Washing and Personal Hygiene

- Children will sanitize their hands before entering the gym and between station rotations
- 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 prior and after eating
- Hand washing will be required immediately after sneezing or coughing

Masking

- All staff members are required to wear a mask at all times
- Staff are recommended to wear eye protection (goggles or face shield) during all interactions that are within two meters of co-workers or campers
- All campers are required to wear a mask at all times
- Masks may be removed when eating/drinking only

Snack / Lunch Time

- There will be one lunch and two snack breaks per camp day
- There will be no intermixing between groups during that time
- 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 groups' use
 - 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, plush toys etc.)
 - Frequently touched surfaces such as washrooms (toilet fixtures, faucets), eating areas (tables, chairs), doorknobs, light switches and handles will be cleaned twice daily at a minimum

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 given 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 2:50PM and 3:00PM
- Parents/guardians must wait in their cars until it is time for pick up
- The front door will be locked and no one will be permitted to enter the facility
- Exactly at pick up time, a staff member will meet parents/guardians outside the main entrance and confirm that the individual is an authorized pickup person. Please advise (by email 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

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.
- 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

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 (if possible outside, near front door)
- 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
- The local public health unit will provide any further direction on testing and isolation of close contacts
- Camp participants who have been exposed to a confirmed case of COVID-19 should be excluded from the program setting for 14 days
- Staff members and camp participants awaiting test results should be excluded from camp

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 and they will provide further guidance

- Our facility will be temporarily closed. Prior to re-opening, a professional cleaning company will perform a deep clean disinfection of the entire facility

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 week, there will be no refund or credit (make ups) for missed sessions or days
- If a child is sick or needs to self isolate, a credit will be placed on their account for future use. No refunds will be provided. A doctor's note may be required.
- 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)

Additional Resources

[Ontario Ministry of Health COVID-19 Guidance: Summer Day Camps](#)

Questions regarding Covid-19 policies and protocols?

Email us at: info@gymalaya.com

