

# Jack in the Box Club Ltd

## COVID-Secure procedures for all gymnastics classes

including toddler, pre-school and after-school classes

Version 2: 03/09/2020

These procedures have been drawn up in conjunction with guidance issued by UK Gymnastics (UKG), British Gymnastics (BG) and HM Government and are designed to keep staff, gymnasts and parents as safe as possible from COVID-19 whilst attending gymnastics classes

**These procedures will be kept under constant review and may be subject to change at short notice.**

### Staff

Staff have agreed not to come into work if they are showing any Covid-19 symptoms or if they have been in close contact with an infected person.

Staff will be temperature checked on arrival and will go home if their temperature is above 37.8c.

### Gymnasts

Parents must agree to disclose, and must not come to the class, if they or their child are showing any Covid-19 symptoms or if they have been in close contact with an infected person.

Registers and personal information will be maintained for track and trace purposes. Parents must agree that this can be shared with the relevant authorities if required.

Children attending the toddler and pre-school classes must be accompanied by a responsible adult (hereafter referred to as "parent"). The parent will remain with the child throughout the class to assist the child under the direction of the coach and to help maintain social distancing. The parent and child will be classed as a single unit and will be referred to as "gymnast".

One parent per family will be permitted to stay during the after school and Saturday gymnastics classes. No additional people, including siblings can be accommodated. Parents will be required to wear face coverings at all times and to observe social distancing requirements (1m+). Parents must not move the furniture.

### Arrival and departure

Gymnasts must not arrive before their class start time. If arriving before this time they must wait in their car until the coach indicates that they may enter. This is to allow staff sufficient time to clean down the equipment.

At the end of the class parents and gymnasts are requested to leave promptly to ensure that there is no crossover with the following class and to allow staff time to clean down. There will be a crossover time of at least 15 minutes between classes.

Parents and gymnast should ensure that social distancing is observed when arriving and departing.

The lift should not be used unless it is unavoidable.

### **Good hygiene practices**

Gymnasts should wash their hands with soap and warm water when entering the building. We have installed additional handwash stations in the entrance and in the gymnastics hall.

Once you have washed your hands you will be given a squirt of sanitiser by a member of staff. The sanitiser is NHS grade and remains effective on the skin for at least 6 hours so there is no need for any further applications during the class.

If you cough or sneeze during the class you should do this preferably into a tissue which should be immediately discarded into a bin or, if you do not have a tissue, sneeze or cough into the crook of your elbow. You should wash your hands and sneezing, coughing or blowing your nose. Tissues will be available if required.

### **Personal equipment**

Gymnasts should arrive already wearing their gym kit. Shoes and coats should be left with the parent.

Gymnasts should bring their own drinks bottle which should be labelled with your name and should be left with the parent. Drinks bottles should not be shared.

No other items should be brought into the gymnastics hall.

There are currently no refreshment facilities available. This may change once we are able to open the play centre.

### **Gymnastics equipment**

All gymnastics and other equipment, including tables and chairs, will be cleaned and sanitised. We have invested in fogging equipment to keep the equipment free from the virus. We use NHS grade fogging solutions which is effective for at least 30 days and is proven to kill the virus within 30 seconds of the virus coming into contact with the surface.

### **Social distancing**

Social distancing rules (2 metres apart) must be observed at all times by all staff and gymnasts.

The circuits will be laid out in such a manner to allow for social distancing.

Gym mats will be marked to highlight 2 metre distances.

Gymnasts must follow the coach's instructions.

BG & UKG current guidelines provide that coaches must maintain social distancing with gymnasts. This means that coaches are currently unable to physically support gymnasts during the gym moves. Whilst we will still use the apparatus, the programmes will be adapted appropriately to allow for this and we will still endeavour to maintain the individual progression of each gymnast.

Social distancing must also be observed when:

- Using the toilet
- Washing hands
- Taking drinks

- Taking off / putting on coats, shoes, etc
- Using the stairs

### **Using the toilet**

Toilets are segregated into separate cubicles which allows for social distancing.

Hands must be washed with soap and water after using the toilet.

Only one wash basin will be in use in each toilet. If there is already someone using the wash basin you should wait in the cubicle until they have finished and moved away.

If you are entering the toilet you may pass behind a person using the wash basin and go directly to the cubicle if it is vacant.

If no cubicles are vacant you must wait outside the toilet keeping a distance of 2 metres from the next person

### **First aid incidents**

Where a first aid incident has taken place, the area in which the accident occurs is to be cleared.

The first aider will use appropriate PPE.

Where possible, the casualty will be instructed to self-treat (putting on bandage, plaster, etc) to avoid the first aider coming into contact with blood.

When fluids are being cleaned up the area will be soaked with disinfectant and will then be cleaned after the disinfectant has been in place for 10 minutes

### **Emergency evacuation**

If the fire alarm is sounded the building will be evacuated using the normal fire evacuation procedures.

As long as no fire or smoke is detected, coaches will safely lead the gymnasts to the evacuation assembly points in the car park whilst observing 1m+ social distancing.

If fire or smoke are detected the building is to be evacuated as quickly as possible regardless of social distancing as the acute risk of harm from the fire will out way the potential harm of Covid-19