

Return to Class – Club Checklist

The Return to Class Club Checklist is intended to assist clubs to plan for the safe return to classes. Please note your return to class plans should ensure they are in line with the Calisthenics Victoria Return to Class Step Protocols in line with the Victorian Chief Health Officer Restricted Activity Directions.

Club Implementation Checklist

1. Hygiene

Examples of personal hygiene measures that should be promoted include handwashing and covering mouth and nose with a tissue or sleeve during coughing/sneezing. Advice on cleaning is available from the [Commonwealth Department of Health](https://www.health.gov.au)

What infection control measures will you introduce to ensure all participants and parents are maintaining **personal** hygiene?

- We will have hand sanitiser at all classes to be used before and during class.
- Participants will be instructed to sanitise their hands before entering the practice space.
- Participants will be instructed to sanitise their hands at regular intervals through out classes.
- Participants will be reminded to cough/sneeze into the crook of their arm.
- Participants/coaches/parents/carers must not attend if they are unwell and/or showing any symptoms consistent with COVID-19 (fever or respiratory symptoms such as cough, sore throat and shortness of breath).
- Should participants/coaches/parents/carers present for class with symptoms consistent with COVID-19 (fever or respiratory symptoms such as cough, sore throat and shortness of breath), they will be excluded from class and advised by the coach or group manager to seek medical attention as per Calisthenics Victoria guidelines.
- Should participants or coaches develop symptoms consistent with COVID-19 (fever or respiratory symptoms such as cough, sore throat and shortness of breath) during class, they will be excluded from class (taken outside). The group manager will contact the parent/guardian of the participant and ask them to pick them up. They will be advised by the coach or group manager to seek medical attention as per Calisthenics Victoria guidelines.
- Participants will bring only required equipment into the practice space. There will be no sharing of equipment during class. Each participant's equipment will have its own space when not in use – each space will be at least 1.5m distanced.

How will personal hygiene and cleaning of **facilities and equipment be maintained** to minimise transmission of coronavirus (COVID-19)?

- The practice space will be thoroughly cleaned before, and in-between classes.
- Cleaning of the practice space after class will be organised by our practice space owners/managers – cleaning equipment provided by owners/managers.
- Participants will have their own equipment – sharing of equipment will not be allowed.
- Participants will be asked to clean/wipe down their personal equipment at the start of each class, and at the end of each class.



- Participants' water bottles will be filled up at home and brought to class.

2. Physical contact activities

Physical distancing decreases the risk of transmission by reducing incidence of contact with other persons through shaking hands, hugging or pair work etc. The Return to Class Protocols require that participants take reasonable steps to maintain 1.5m distance from all other people.

For routines/coaching that contain physical contact, or close formation with other performers, what protocols or modifications to activities can be implemented to ensure physical distancing is maintained?

- Coaches will be remove all physical contact choreography from items and warm ups.
- Coaches will aim to ensure that competitors are distanced 1.5m from others during performing items.

3. Arrival and departure of performers, coaches, parents or carers

The control of facilities and management of areas where people might gather will reduce the risk of coronavirus (COVID-19) transmission.

What measures have you put in place for managing entry and exit points, separating assembly areas, adjustments to activity timings and maintaining physical distancing of people?

- Parents/carers will not be allowed into the practice space before, during or after class.
- Parents/carers will be required to drop off and pick up participants, outside, at the practice space door.
- Where there are two consecutive groups, separate entry and exit points will be established.
- Group managers will take down all information for each parent/carer/participant at drop off and pick up, outside, at the practice space door.
- Congregation of parents/carers will be discouraged. Parents/carers will be advised to leave immediately after dropping-off and signing-in the participant. Parents/carers will be advised to leave immediately after picking-up the participant. Parents/carers will be advised to maintain social distance from other parents/carers.

4. Spectators/gatherings

Clubs should plan for classes without spectators to prevent the spread of coronavirus (COVID-19).

What protocols will be in place to restrict parents watching classes and maintain recommended physical distancing?

- Parents/carers will not be permitted to watch classes – this is an existing/established rule at our club.
- Congregation of parents/carers will be discouraged. Parents/carers will be advised to leave immediately after dropping-off and signing-in the participant. Parents/carers will be advised to

leave immediately after picking-up the participant. Parents/carers will be advised to maintain social distance from other parents/carers.

5. Sharing equipment

In combination with good hygiene practices, a similar pre-emptive measure is to promote behaviours such as limiting the shared use of equipment (for example apparatus, mats, TheraBand's etc). Equipment that touches the head, face or hands or cannot be effectively cleaned (for example, if made from soft materials or clothing) should not be shared. Where sharing equipment cannot be avoided, equipment with smooth surfaces should be cleaned between sessions.

What modifications can be made to ensure there is no transmission of coronavirus (COVID-19) through the sharing of equipment, contact with equipment and/or contact with any surfaces where participants may be at risk of infection?

- Participants will bring only required equipment into the practice space. There will be no sharing of equipment during class. Each participant's equipment will have its own space when not in use – each space will be at least 1.5m distanced.
- Participants will be asked to clean/wipe down their personal equipment at the start of each class, and at the end of each class.
- Participants' water bottles will be filled up at home and brought to class.
- Shared resources such as mats, blocks and weights will not be used
- Frequently touched surfaces, including the floor, will be cleaned after each class and before the subsequent class
- Cleaning will occur as per Calisthenics Victoria guidelines

6. Protocols

What protocols do you have in place for people who present to training with symptoms consistent with COVID-19 (fever or respiratory symptoms such as cough, sore throat and shortness of breath)?

- Participants/coaches/parents/carers must not attend if they are unwell and/or showing any symptoms consistent with COVID-19 (fever or respiratory symptoms such as cough, sore throat and shortness of breath).
- Should participants/coaches/parents/carers present for class with symptoms consistent with COVID-19 (fever or respiratory symptoms such as cough, sore throat and shortness of breath), they will be excluded from class and advised by the coach or group manager to seek medical attention as per Calisthenics Victoria guidelines.
- Should participants or coaches develop symptoms consistent with COVID-19 (fever or respiratory symptoms such as cough, sore throat and shortness of breath) during class, they will be excluded from class (taken outside). The group manager will contact the parent/guardian of the participant and ask them to pick them up. They will be advised by the coach or group manager to seek medical attention as per Calisthenics Victoria guidelines.

How will you coordinate and communicate and changes to the directions to your clubs, members and stakeholders?

- Guidelines will be provided in writing to all coaches regarding the requirements for classes and their role and duties at classes.
- Guidelines will be provided in writing to all group managers regarding the requirements for classes and their role and duties at classes.
- The club, in writing, before classes resume, will contact Parents/carers and club members. This written communication will detail processes, procedures and expectations: i.e. hygiene measures; physical contact activities; the arrival and departure of coaches, participants and parents/carers; spectators/gatherings; the sharing of equipment; and protocols.
- Posters communicating personal hygiene practices and social distancing will be displayed at class.
- Procedures and expectations will also be communicated via the club's website, and via the club's social media pages.
- The COVID safe officer will oversee all communications and actions across the club.

7. Communication

Communicating coronavirus (COVID-19) risk mitigation strategies to participants is vital. Setting and promoting expectations for required behaviours prior to recommencing classes will be crucial to ensuring classes are safe to return to and remain free of further restrictions. This includes communicating current restrictions, improved health literacy of participants and social distancing measures.

List the measures you will use to communicate and provide guidance to performers and members?

- Guidelines will be provided in writing to all coaches regarding the requirements for classes and their role and duties at classes.
- Guidelines will be provided in writing to all group managers regarding the requirements for classes and their role and duties at classes.
- The club, in writing, before classes resume, will contact Parents/carers and club members. This written communication will detail processes, procedures and expectations: i.e. hygiene measures; physical contact activities; the arrival and departure of coaches, participants and parents/carers; spectators/gatherings; the sharing of equipment; and protocols.
- Posters communicating personal hygiene practices and social distancing will be displayed at class.
- Procedures and expectations will also be communicated via the club's website, and via the club's social media pages.
- The COVID safe officer will oversee all communications and actions across the club.
- Coaches meet regularly. Each meeting, coaches will discuss their roles and duties at classes – the COVID safe officer will be a part of these discussions.
- Stakeholders who have questions regarding regulations and protocols and returning to classes will be directed to seek advice from the COVID safe officer and the Calisthenics Victoria website.
- Communication will be regular.