



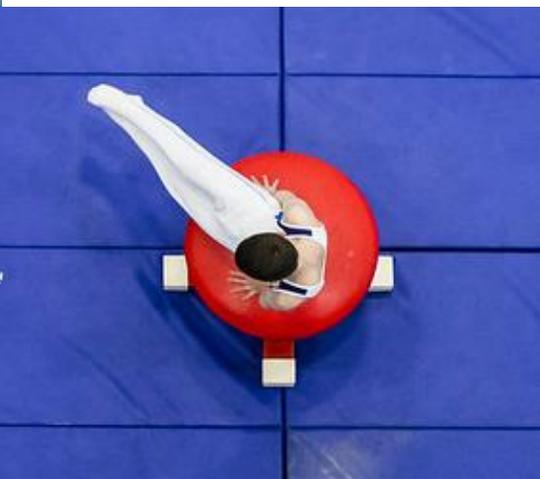
**ALBERTA  
GYMNASTICS  
FEDERATION**

*Guidelines that Alberta Gymnastics Federation member clubs must follow to resume operations during Phase 2 of Alberta's Relaunch Strategy.*

**Updated: November 10, 2020**



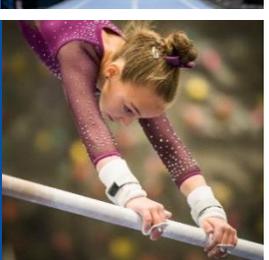
# COVID-19 Return to Play Guidelines



 **44,000+  
Members**



**79  
Member  
Clubs** 



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November 10, 2020

AGF Member Clubs,

On June 9, 2020, the Government of Alberta announced that it would be accelerating its relaunch strategy in response to continued declines in active COVID-19 cases and hospitalizations. As a result, Phase 2 of Alberta's Relaunch Strategy was moved up from June 19<sup>th</sup> to June 12<sup>th</sup> and certain activities originally planned for Phase 3 were moved up to Phase 2. Included were team sports, indoor recreational fitness, and sport facilities, including gymnastics!

This document and its supporting resources are intended to help you, our AGF member clubs, create and implement your own COVID-19 Return to Play strategies and was developed in accordance with Government of Alberta (GOA) and Alberta Health Services (AHS) guidelines and public health orders. It includes requirements that clubs must implement as part of their reopening strategy to ensure the safe, responsible, and low-risk delivery of operations, training, and programs. This document, along with other helpful resources and Government of Alberta links, is also available on the [AGF COVID-19 Return to Play webpage](https://abgym.ab.ca/Safe-Sport/COVID-19-Return-to-Play) (<https://abgym.ab.ca/Safe-Sport/COVID-19-Return-to-Play>).

I can appreciate how excited everyone is to be back in the swing of things, however it is incumbent upon all of us to remain vigilant in our safety protocols. As always, our number one concern is for that of our athletes, coaches and staff and we want to ensure we are providing a safe and healthy environment for them to thrive in. We are all a little COVID-19 fatigued but with things opening up, more social interaction and schools back in it is even more important to follow the protocols put in place by GOA and AHS to remain on track to returning to as close as normal as possible.

We call on everyone involved – administrators, coaches, athletes, volunteers, families, and the broader community – to take individual responsibility and respect the health of those around you.

We look forward to continuing the opening and progression of our sport!



**Robin McDougall**  
Executive Director  
Alberta Gymnastics Federation

# Guidelines for Reopening and Remaining Open

AGF member clubs must meet the following criteria before reopening and continue to follow the guidelines in this document and other GOA/AHS documents throughout COVID-19 Government Phases.

**Please note that we do not require any clubs to re-submit the checklist. This is simply an updated document for you to use within your club and to better inform your coaches, athletes and parents.**

## 1) Designate a COVID-19 Safety Coordinator(s):

This individual will be your key resource and central point of contact for all COVID-19 related matters for your club. The safety coordinator will be responsible for such areas as:

- Familiarizing themselves with the guidelines in this document and overseeing their implementation.
- Liaising with your staff; educating and communicating correct protocols.
- Liaising with AGF staff to answer question and stay abreast of any updates to protocols.
- Proofing/providing feedback on all materials related to COVID-19 before being published to your members.
- Periodically reviewing the club's plans to ensure all protocols are being followed.
- Keep up to date on the ever-changing government documents.
- Serve as your club's contact person for any COVID-19 related matters.

2) **Develop a Return to Play Plan:** All actions must meet or exceed those listed in this document. Fulfilling the checklist requirements in this document and providing a signed copy to AGF will also be accepted as a club's Return to Play Plan.

3) **Review Plan with an AGF Staff Member:** You can present your club's plan to an AGF staff member either by sharing a written document and supporting resources and/or by organizing a walkthrough via Zoom. Email [operations@abgym.ab.ca](mailto:operations@abgym.ab.ca) to schedule an appointment and to share your plan.

4) **Obtain AGF Approval to Reopen:** This may be provided immediately following your review with an AGF staff member or once any outstanding areas for improvement are addressed.

**NOTE:** All resources directly linked to in this document are available on [AGF's COVID-19 Return to Play webpage](http://www.abgym.ab.ca/Safe-Sport/COVID-19-Return-to-Play) (www.abgym.ab.ca/Safe-Sport/COVID-19-Return-to-Play) where they will be updated in accordance with evolving Government of Alberta guidelines.

# Planning & Preparation Checklist

Please complete the following checklist in preparation for your review meeting with an AGF staff member. Keep this checklist handy and refer to it throughout the government phases. This document is living and will be updated as new protocols are implemented, changed or removed.

**Please note that we do not require any clubs that have already done so to re-submit the checklist. This is simply an updated document for you to use within your club and to better inform your coaches, athletes and parents.**

**CONSULT YOUR SPECIFIC MUNICIPALITY FOR ANY FURTHER RESTRICTIONS IN PLACE WITH RESPECT TO ALL AREAS AS OUTLINED IN THIS DOCUMENT.**

## General

- The following governments websites have been reviewed by club administrators and COVID-19 Safety Coordinator(s) and will be revisited on a regular basis:
  - [Alberta Biz Connect](#)
  - [Alberta's COVID-19 Response Recommendations for PPE](#)
  - [Return to Sport, Physical Activity and Recreation – Stage 2 Guidelines](#)
  - [Alberta's General Relaunch Guidance](#)
- Where possible, activities will be re-located to outdoor settings instead of indoors.
- Facility ventilation systems are operational.
- Natural ventilation will be provided by opening windows and doors wherever possible to increase air flow.
- All unnecessary communal items have been removed or shut down (e.g. chalk buckets, candy bowls, magazines, complimentary phone chargers, water fountains). Water bottle refill stations are allowed.
- We encourage our participants to support accurate contact tracing by downloading and using the [ABTraceTogether](#) app.

## Participants & Cohorts

- Participants are defined as anyone who is involved in or actively supporting sports play. Depending on the nature of the activity, this can include but is not limited to athletes, coaches, officials, medical staff and sport therapists. It does not include facility staff, non-participating volunteers and spectators.
- At present, there is no maximum number of participants provided that there is enough room for participants to maintain 2 metres/6 feet of distance at all times. i.e. 1 person per 144 square feet.
- Any participants, not including athletes, where 2 meters/6 feet physical distancing cannot be maintained eg. when spotting, are required to wear masks.
- Groups within the Club where physical distancing can be maintained through training can interact with other groups at different training times. i.e. if an athlete trains with one group and would like to move into a different training time/group, they can do so if physical distancing between athletes is always maintained.
- Groups where physical distancing cannot be maintained must remain in the one cohort, to a maximum of 50 people, until the end of Phase 2. If an individual wishes to change cohorts within Phase 2 they can do so following a 14-day period between the completion of training with one cohort and the beginning of the new cohort.

## Staff & Volunteers

- ❑ Staff have been assigned equipment and supplies for individual use and protocols are in place to avoid any unnecessary sharing.
  - ❑ Protocols are in place to ensure any staff who are exhibiting symptoms of COVID-19, who have travelled internationally in the past 14 days, or who have been in close contact with a case of COVID-19 in the last 14 days are identified and instructed to stay home and isolate.
  - ❑ Staff have been educated about COVID-19 and how it is transmitted (i.e. droplet and contact transmission).
- Resources for Sharing:** [COVID-19 Info for Albertans webpage](#) | Email [wag@abgym.ab.ca](mailto:wag@abgym.ab.ca) to request a recording of the “COVID-19 The Facts and Implications for Health and Gymnastics” AGF webinar held on April 21, 2020.
- ❑ Hand hygiene is enforced among staff.

*\*Please note the above applies to any individual paid or unpaid that is working within your facility.*

## Points of Entry & Controlling Access

- ❑ Physical barriers have been put in place to separate front-desk attendants and patrons.
- ❑ Hand sanitizer (60% alcohol or higher) is available at entry and exit points, and patrons are encouraged to also bring their own. [View Gov't of Canada approved list of disinfectants and hand sanitizers.](#)
- ❑ Physical contact is limited through use of online payment and registration or hands-free check in. If contact with a device is required, a staff member will sanitize that device before the next person uses it.
- ❑ Request that participants arrive no more than 5-10 mins before their scheduled training or activity.
- ❑ Activities are coordinated to allow for ample cleaning between cohorts, to avoid crowding and to reduce wait times.
- ❑ Entrances, washrooms, foyers and any common places need to have controls in place to mitigate gathering.

## Sanitation, Cleaning & Disinfecting

- ❑ Hand sanitizer is provided throughout the facility and all hand washing sinks are fully stocked with soap and paper towels.
- ❑ Staff responsible for cleaning have been familiarized with the cleaning and disinfecting guidelines in Alberta's [General Relaunch Guidance](#) document and are implementing these guidelines.
- ❑ Staff responsible for cleaning have been familiarized with the [Gymnastics Equipment Cleaning Guidelines](#) and are implementing these guidelines.

## Locker Rooms & Change Rooms

- ❑ To discourage the use of locker rooms and change rooms as much as possible, participants are being encouraged to come dressed for their activity.
- ❑ Locker rooms are available for minimal use with capacity limits to support physical distancing.
- ❑ A bin/storage system that is easy to wipe down/sanitize is recommended for outdoor clothing as the weather changes.
- ❑ Surfaces, sinks and toilets are cleaned and disinfected regularly.
- ❑ All self-serve and common-use items such as hair dryers, scrunchies, make up, showers etc. have been removed or closed.

## Spotting

- ❑ When spotting, coaches are required to wear masks and sanitize their hands between each participant.

## Physical Distancing

- ❑ Participants and spectators are prompted and monitored by staff to ensure physical distancing of 2 metres or more is maintained in lobbies, change rooms, multi-purpose rooms, bleachers, viewing areas etc.
- ❑ For high intensity physical activity areas equipment is kept at least 3 metres apart.
- ❑ Measures are in place (e.g. directional arrows) that promote one-way traffic flow to avoid individuals from inadvertently interacting.
- ❑ Markers (e.g. signage or stickers) on the wall/floor have been placed 2 metres apart to show participants where to stand.
- ❑ Procedures have been put in place to allow for uncongested drop off and pick up of participants (e.g. Drive-thru lanes for participant pick up and drop off, dedicated entrances and exits for incoming and outgoing participants).
- ❑ Common area chairs and tables have been stacked, roped off or removed from the area to promote distancing and discourage loitering.

## Spectators

- ❑ The maximum number of people that a spectator space can hold while seated and ensuring 2 metres/6 feet physical distancing guidelines are followed has been identified. Measures are in place to ensure that number is not exceeded at any time.
  - A maximum of 100 persons cannot be exceeded even if the space allows.
  - Unless from the same household, spectators must maintain a minimum 2-meter distance from one another at all times, whether the activity is indoor or outdoor.
  - It is strongly recommended that all spectators wear masks. It may be mandatory dependent on municipality or club policy.
  - Cheering or yelling is strongly discouraged at this time as it presents a high risk of spreading droplets.

## Physical Barriers

- Clubs are now permitted to implement a physical barrier within their facilities that define a new space, permitting multiple cohorts to use the gym at a single time. i.e. Creating a wall to wall barrier that sections off a space from other areas while allowing for emergency exits and pathways for entering/exiting of our club with physical barriers with the following provisions:

To implement a physical barrier in your club, the following criteria must be met:

- The barrier must be made of a non-permeable material i.e. glass, plexi-glass, heavy tarp like curtains etc. Please note that a simple pipe & drape style curtain does not meet this criterion.
- Minimum height of 15 feet
- Should completely touch the ground with no gap
- Clubs must also confirm with your landlord or an HVAC professional that your HVAC system is in great working condition and operational with a strong fresh air intake to limit the recirculation of water droplets in the air.
- New spaces will follow capacity and cohort rules.

## Encouraging Participant Hygiene

- Participants are not permitted to share personal items or training equipment (e.g. grips, slippers, wrist bands, wrist supports, ankle braces, tape, water bottles etc.)
- Participants are instructed to bring their belongings in a bag and come dressed for their activity.
- Participants are instructed to bring personal chalk containers and wash hands after using equipment.
- Protocols are in place to enable and encourage participants to perform frequent hand hygiene before, during and after the activity. Tip: Encourage participants to carry and use their own hand sanitizer.
- Participants are reminded to refrain from touching their eyes, nose, mouth and face.
- Participants are reminded to exhibit good respiratory etiquette (i.e. sneezing or coughing into the crook of their elbow or a tissue, no spitting, no clearing of nasal passages).
- Participants are encouraged to thoroughly wash their feet prior to entering and exiting the facility.

## Communications

- All athletes, coaches, staff and spectators have been communicated to about the risk of COVID-19 and practices that should be undertaken to mitigate risk.
- Appropriate Government of Alberta posters are prominently displayed throughout the facility, including:
  - Mental Health Support
  - Help Prevent the Spread
  - Help Relaunch Safely
  - Practice Physical Distancing
  - Open for Business and Keeping Albertans Safe
  - Please Do Not Enter If

**Resource:** [View Government of Alberta Posters](#)

## Screening, Record Keeping, Public Health Contact Tracing & Privacy

- ❑ All participants, enrolled in session, are instructed to complete the COVID-19 [Session Screening Checklist](#) prior to their session beginning and entering the facility to participate in any activity. This new checklist is an agreement between participants/parents and the Club that it will be followed and adhered to each day of their current training session.
- ❑ Any person entering the facility that is not an enrolled participant is required to complete the Daily [Screening Checklist](#). This includes drop-in participants, birthday party participants, spectators, cleaners, repair personnel, etc.
- ❑ Any participant that is exhibiting any [COVID-19 symptoms](#) will not be allowed to enter the facility or participate.
- ❑ If notified by AHS, the club is ready with an accurate account of all persons that entered the facility and were in close contact with the infected individual during the specified time frame. AHS will inform of next steps required.
- ❑ An individual participant is under no obligation to inform sport organizations or other participants, coaches, instructors, officials or volunteers of:
  - The reason for missing a practice or game.
  - If they are pursuing COVID-19 testing.
  - The results of a COVID-19 test.
- ❑ Our club will be respectful of the privacy and sensitivity of every participant's personal health information at all times with [Alberta's Health Information Act](#).
- ❑ We encourage our participants to support accurate contact tracing by downloading and using the [ABTraceTogether](#) app.

## Weights and High Intensity Equipment

- ❑ Weight equipment area has been reconfigured to promote physical distancing.
- ❑ High intensity equipment such as treadmills or stationary bikes have a physical barrier in-between or have been placed a minimum of 3 metres apart.
- ❑ This type of equipment will be cleaned after each individual use.

## Food & Beverage

- ❑ Vending machines within the facility are cleaned frequently as part of the cleaning schedule.
- ❑ All members have been notified that no food and beverage is to be shared between individuals. This includes all birthday parties as well.

## Considerations for Modifying Activities

- ❑ Considerations have been given for modifying activities on equipment.  
**Resource:** [View the Return to Play Tips for Coaches document](#).
- ❑ Where possible, activities are being modified and moved outdoors.
- ❑ If participating in activities where physical distancing cannot be maintained and where participants are required to have physical contact, those groups are remaining as one cohort and will not mix or change with other cohorts until Phase 3.

## Masks & Gloves

- Masks and gloves are readily available for coaches, staff and athletes in case emergency contact is required, such as tending to an injury.
- Participants are strongly recommended to wear masks in common areas i.e. hallways, washrooms, lobbies etc.
- Participants are instructed not to wear masks during periods of activity.
- Coaches and staff are given the option to wear masks should they choose while maintaining physical distance.
- Coaches and staff have been instructed on how to properly wear a mask should they be within 2 metres/6 feet and it be required.

**Resource:** [Government of Alberta Information Regarding Masks](#)

## Competitions & Travel

- Competitions are being thoughtfully considered for viability during Phase 2.
- Competitive events are permitted where 2 metres/6 feet physical distancing can be maintained at all times.
- Where 2 metres/6 feet physical distancing can be maintained between individuals travel is allowed.
- Although competitions have not been suspended, they are strongly not recommended until gathering numbers and other restrictions have been lifted.

## Rapid Response to Symptomatic Individuals

- A rapid response plan is in place to manage symptomatic athletes, coaches, staff and spectators. Details for this plan can be found in Alberta's [General Relaunch Guidance](#) document.
- Rapid response plan is in place that takes into consideration:
  - Immediate isolation of the symptomatic participant from others, including safe travel home
  - Consideration of cancelling the current training session.
  - Immediate washing of hands by all other participants.
  - Immediate cleaning and disinfection of all equipment and surfaces that the symptomatic participant may have touched/come in contact with.

*AHS will inform of any further action that will need to be taken if the individual tests positive for COVID-19.*

## Public Health Recommendations

- Athletes, coaches, staff and spectators who become symptomatic are being asked to leave immediately and instructed to isolate from others.
- Club protocols are in place to keep records of all athletes, coaches, staff and spectators for a period of two weeks should contact tracing data be required by the Government of Alberta or Alberta Health Services, resulting from a case of COVID-19 being linked to the facility.

## Reporting Guidelines for Self Identified Positive Cases

- Our club will be responsible in our reporting of positive cases within our club.
- We have read and understand the e-mail of November 10, 2020 as to the definition of Close Contacts, privacy, how to notify our members and what to watch for.

## Government of Alberta Enforcement

- Our club is aware that guidelines must be followed as per Government of Alberta and AHS orders and are subject to fines and prosecution for refusal to abide by these guidelines. Fines for a first-time offence can begin at \$1,200 up to \$100,000 and for a second-time offence up to \$500,000. Guidelines can be enforced by either a Health Inspector or a law enforcement officer.

## Comments or Additional Measures

I have reviewed and completed the above Checklist for and on behalf of the gymnastics club listed below. The completed Checklist represents a true and correct reflection of the organization's approach to each of the considerations set out in the Checklist.

### Club Administrator

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Date: \_\_\_\_\_

### Designated COVID-19 Safety Coordinator

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Date: \_\_\_\_\_