



COVID-19 Phase 3 Fitness Guidelines

Thorbeckes Athletic Club has consulted with other business in the fitness industry, facility members, as well as vendors in preparing guidelines and checklists to help reopen our club with a safe environment for both our members and employees. During phase 3 of the governors re-opening plans we are able to open our gyms in Lewis county in a 50% capacity. Our group fitness and athletic courts will still be by reservation only to assure social distancing in this phase. We as Thorbeckes staff will be working tirelessly to provide a clean and safe environment for our members to restart and continue their fitness goals. We care deeply about all of our member and are excited to continue the re-opening process!

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INTRODUCTION

Thorbeckes has thought about possible measures to safely restart the health and wellness community. Thorbeckes feels that our model of health clubs fits right into our main focus is to be part of the solution, by being open we can employ our local citizens, we can continue to fight the battle of Obesity, Diabetes, Heart Disease and Hyper Tension. All of these are included in high risk factors of contracting the COVID-19 Corona Virus. Fitness centers play a vital social role in maintaining and promoting a healthy lifestyle. This is important for both physical and mental health after months of in-house quarantine. The government has repeatedly advised population to keep moving and to stay within the quarantine measures. After all, exercise promotes health and boosts the immune system. Fitness is an ideal form of activity in these times. We are part of the health care system doing our part in trying to protect the vulnerable and helping to keep our immune systems high in order to combat COVID-19

Measures Taken to Mitigate the Exposure and Spread of COVID-19

1. Follow all Federal and state guidelines to mitigate risk of resurgence, protect the most vulnerable and follow the best hygiene practices, a. Wash your hands with soap and water for 20 seconds or use hand sanitizer frequently, b. Avoid touching your face, c. sneeze or cough into a tissue, or the inside of your elbow, d. disinfect frequently used items and surfaces as much as possible, e. Strongly consider using face coverings while in public
2. Employees will be self screening and evaluating before entering the club, documenting signs of illness, such as cough, shortness of breath, chills or sneezing with nasal discharge, and temperature over 100.4. Anyone staff or member exhibiting these symptoms will be asked to leave immediately.
3. Ensuring Safe distance during exercise of at least 6 feet.
4. Requiring team members who exhibit signs of illness to not report to work and to seek medical attention. Requiring members who exhibit signs of illness to not enter the club and to seek medical attention. Add that we are taking employees temperature upon arrival of each shift.
5. Enhancing sanitation of the workplace to include entire club as appropriate. Team members will perform regular cleaning and encourage member assistance with cleaning equipment before and after each use.
6. Will have signage for proper sanitizing procedures.

7. Requiring proper hand washing and/or sanitation by team members and members at appropriate places within the club locations. This will be strictly monitored and enforced, policy to be determined for member negligence.
8. Will have numerous hand sanitizing stations spread throughout the fitness center.
9. Provide PPE as available and appropriate to the function and location of the worker within the business location.
10. Prohibiting gatherings of team members and members. Practice social distancing (utilizing signage/barriers and floor markers to instruct members and team members to remain 6 feet apart).
11. Holding all meetings and conferences virtually or by phone.
12. Prohibiting handshaking/high fives and other unnecessary person-to-person contact in the workplace.
13. Placing CDC approved signage with guidelines for being able to use the club posted right outside the front door and in many other places throughout the clubs.
14. We will follow any guidelines given to us by governing body in consideration of how many people can be in each space of the club. Keeping in mind to always abide by the social distancing protocol of 6 feet or more.
15. At all times have a designated float/COVID Cleaner to ensure social distancing and proper cleaning of all equipment throughout the facility.

WEEKLY EVALUTION CADENCE

Opening weekly cadence on expanding fitness resources:

- Management will have weekly meetings to re-evaluate our safety, sanitary, and social distancing guidelines.
- Additionally, management will meet to decide what additional facets of the gym can re-open.

Gym details

- **Check-in**
 - Check-in will be done at the Front desk
 - Social distance guidelines must be followed at the check in station
 - Only one staff will be at the desk at all times.
- **Chehalis**
 - Will stay under 50% capacity per the fire codes (Phase 3)
- **Centralia Station**
 - Will stay under 50% capacity per the fire codes (Phase 3)
- **South Bend**
 - Will stay under 50% capacity per the fire codes (Phase 3)
- **Rochester**
 - There will be one station that members can book (Phase 2)
- **Seniors and High risk clients**
 - High risk clients include people over the age of 65, people with serious underlying medical conditions like chronic lung disease, moderate to severe asthma and people who are immunocompromised.
 - High risk members are asking to practice extra caution with returning to the gym within phase 3
- **All hours will be posted on the website for each location**
- **COVID-19 Cleaning Protocols**
 - All COVID-19 safety and sanitation protocols must be followed

Cleaning and Sanitization

Before Opening there will be a cleaning/disinfecting of all surfaces and areas in the club following all CDC guidelines

Each station will be deep cleaned by janitorial staff daily, as well as intermittent cleaning throughout the day.

Our own front desk employees also carry out an extensive cleaning tasks every day. As part of the corona measures, they will have extra attention for all contact surfaces in the club.

Our members also contribute to hygiene strategy. Under normal circumstances, the use of a towel on the fitness equipment is already mandatory, as is cleaning the touched parts of the equipment after use. We will also ask them to wash their hands thoroughly when they arrive at the club.

The combination of hygiene and cleaning measures by the janitorial staff, by our member service employees and by the members themselves ensures that all contact surfaces are cleaned consistently and frequently.

Both our staff and members will work with certified cleaning products. We can supply the product sheets on request.

The following guidelines, procedures, and products have been put in place after COVID-19 to keep the club the safest for our members and team members:

- We have added additional hand sanitizer stations and spray bottles.
- Added "Cleaning Stations" That will include hand sanitizers, cleaners, disinfectant, and more for member and team member convenience throughout the club in multiple locations.
- We are using cleaning products and protocols which meet EPA guidelines and are approved for use and effective against viruses, bacteria and other airborne and blood borne pathogens.
- We are working with our vendors, distribution partners and suppliers to ensure an uninterrupted supply of these cleaning supplies and the necessary PPE.
- All members must clean equipment before and after use.
- All members and staff must comply with social distancing guidelines

General Operations Considerations and Implementations

- Through discussion with other facilities and our own survey we anticipate significantly less than 50% of our indoor capacity to be used (abiding by phase 3 guidelines)
- All group fitness or yoga classes are being limited to 12 members
- Basic premise of our indoor gym procedure for members is come in and workout and leave with utilizing minimal extra services. This will be voiced to our members via social media, mass emails, and gym signage.

Team Member's Responsibilities

Our Team members are vital for an effective sanitation and health program.

Hand Washing.

- Correct hygiene and frequent handwashing with soap is vital to help combat the spread of virus. All Team Members have been instructed to wash their hands, or use sanitizer when a sink is not available, every 60 minutes (for 20-seconds) and after any of the following activities: using the restroom, sneezing, touching the face, blowing the nose, cleaning, sweeping, mopping, smoking, eating, drinking, going on break and before or after starting a shift.

COVID-19 Safety Training.

- All Team Members will receive training on COVID-19 safety and sanitation protocols
- Training must be completed before working a normal shift

COVID-19 Supervisor

- We will have COVID-19 Supervisor that will be working at all times
- The employee must undergo extra training as a COVID-19 Supervisor
- The supervisors job is to assure that all employees and members are abiding by our COVID-19 safety and sanitation protocols

Personal Protective Equipment (PPE).

- Appropriate PPE is advised for all Team Members but not mandatory based on their role and responsibilities and in adherence to state or local regulations and guidance. Training on how to properly use and dispose of all PPE will be mandatory. All Team members have been issued masks and will be encouraged to use them. Gloves will be provided to Team Members whose responsibilities require them as determined by medical experts including housekeeping and public area attendants and security officers in direct contact with members.

Updates and Re-Evaluations

- Weekly updates and re-evaluations will be made to protocols by management. Extra safety or sanitation measures or process can be added.
- Our management team will ensure constant communication and proper PPE and sanitation procedures are followed and updated per the latest expert guidance.

Communication and Contact

Social Distancing

Social distancing guidelines of at least six feet of separation must be maintained by every person in the facility at all times to the greatest extent possible. Each facility will have a social distancing plan that explains where clients can be at a given time in lobby or waiting areas, private offices, and the training area. Place signage at entrances and throughout the facility to instruct clients of the enhanced social distancing requirements.

Signage posted at the front door and throughout club:

There will be signage at facility entrances to instruct patrons that they cannot enter if they have been diagnosed with COVID-19 (have not recovered or are still within the required 14-day quarantine), had symptoms of COVID-19 (within the last 24 hours), or had contact with a person that has or is suspected to have COVID-19 within the last 14 days).

Facility Breakdown

Member Check in/ Service Desk

- Six feet separation social distancing for check-in
- Any members exhibits signs of illness, such as cough, shortness of breath, chills or sneezing with nasal discharge and 100.4. Anyone member exhibiting these symptoms will be asked to leave immediately.
- Ensure all members have updated picture
- Members only. Committed (month to month) or PIF Memberships. No day pass or Week memberships
- Any staff or club member with any symptoms such as coughing, shortness of breath, fever, chills, or sneezing with nasal discharge should not come to the club. Anyone exhibiting these symptoms will be asked to leave immediately. All staff and members that are considered high risk (age or other symptoms) and/or do not want to attend should not come to the club.
- Members will be given their own personal towel for cleaning equipment. We request that the member keep their towel and bring it the next time they come to the gym.
- Plexiglass sneeze guards installed for protection for staff and members
- Strict protocol when handling all cash, checks, credit cards. Employee must wear glove when handling these items and dispose of it properly after the transaction. Members will be encouraged to charge to club accounts as much as possible in an effort to avoid these transactions.
- Phones, computers, cash drawer, mouse, camera, etc. strict safe sanitizing procedures and single user protocols.
- Maximum of one Team Members at desk at a time
- We will not be taking keys in phase 3 of reopening. We will re-evaluate this process after 2 weeks.

Personal Training

- Encourage clients to wash their hands before and after workout
- Safe distance from trainer as much as possible
- Small amount of equipment used/ sanitized by trainer after (this will help them use less equipment)
- When possible workout in less congested areas of the sections

- Each trainer has their own cleaning supplies, turn in after session to disinfect for next person
- Personal Trainers conducting personal training will be responsible for ensuring that the COVID-19 Safety Plan is being adhered to.
- A safety briefing must be conducted at the beginning of each personal training session to re-emphasize the protective measures for everyone to include maintaining social distancing, sanitation protocols, and pre-session screening. Alternatively, a safety video can be shared and emailed to the client prior to the scheduled appointment.

Group Fitness

- Size of the class will be limited to 12
- The equipment will all be allotted to one individual
- Equipment will not be shared
- Each individual will have their own block of space that will not be shared.

TAP (Sports Performance Facility)

- Will stay within the 1:5 coach to athlete ratio
- Classes can have up to 12 people.
- All members will be asked to clean equipment before and after use.
- There will be planned 15 minutes in between sessions to clean equipment and allow members to leave and enter without crossing paths.
- Equipment touched by each individual will be minimized
- Members will follow all of the same guidelines as Thorbeckes members in the fitness center

Tae Kwan Do

- All members will be asked to clean equipment before and after use.
- There will be planned 15 minutes in between sessions to clean equipment and allow members to leave and enter without crossing paths.
- Equipment touched by each individual will be minimized
- Members will follow all of the same guidelines as Thorbeckes members in the fitness center
- Each member will have their own space and equipment that will not be used by other members

Gymnastics

- Will stay within the 1:5 coach to athlete ratio
- All members will be asked to clean equipment before and after use.
- There will be planned 15 minutes in between sessions to clean equipment and allow members to leave and enter without crossing paths.
- Equipment touched by each individual will be minimized
- Members will follow all of the same guidelines as Thorbeckes members in the fitness center
- Thorbeckes gymnastics must follow all USA Gymnastics guidelines

Weight Room/Strength Equipment

- Procedural signage and expectations posted
- Every machine and station will be spread 6 feet apart
- In all weight rooms, sanitation carts, wipes and sprays are available.
- Each user will ideally have a spray bottle, and personal cleaning towel, more available in each space
- Have members clean equipment before and after each use
- Some equipment will be taken out of the facility to ensure social distancing
- Personal trainers and their clients will be cleaning and picking up after themselves as they go.

Courts

- All courts are open by schedule only (Tennis, Racquetball, Pickleball, Basketball)
- Basketball court is limited to family only.
- All equipment must be cleaned before and after every use.
- Courts are still booked online or in the facility

Locker rooms, Showers, Tanning, Saunas and Steam rooms

- All are open starting in phase 3.
- Seating area of sauna and tanning beds must be cleaned before and after every usage.
- Members must be able to practice social distancing while using the sauna and steam rooms, or be from the same house hold

Playcenter

- There is no playcenter within phase 3, will be re-evaluated in phase 4

Tennis

- All members will be asked to clean equipment before and after use.
- Equipment touched by each individual will be minimized
- Members will follow all of the same guidelines as Thorbeckes members in the fitness center
- Group will be asked to practice social distancing during group lessons
- Will follow all USATA Guidelines
- Will follow all guidelines outline in the governor's Indoor tennis guidelines

Sports Complex

- All members will be asked to clean equipment before and after use.
- Equipment touched by each individual will be minimized
- Members will follow all of the same guidelines as Thorbeckes members in the fitness center
- Group will be asked to practice social distancing during group lessons

Washington Phase 3 Orders

- Thorbeckes will abide by the Washington state guideline of staying under a 50% capacity within the building.

Focus of re-opening

Thorbeckes Athletic Club has consulted with other businesses in the fitness industry, facility members, as well as vendors in preparing thoughtful guidelines to safely restart our health and wellness community within Thorbeckes. Our main focus is to be a part of the solution. The government has repeatedly advised population to keep moving and to stay active within the quarantine measures. Fitness centers play a vital role in maintaining and promoting a healthy lifestyle. We have heard first hand how our closure has affected the physical and mental health of our community members.

Our primary goal within all of these safety measure is to provide a place where our community can continue their health and fitness lifestyle goals. An important factor in all of this is to have complete member and staff buy-in to our new safety and sanitation protocols. With members and staff respecting the new guidelines we are confident Thorbeckes can be a positive factor in helping to decrease the spread of COVID-19.

Thorbeckes stands strong in our mission to keep our communities safe and continue the fight against Obesity, Diabetes, Heart Disease and Hyper Tension. All of which are included as high risk factors of contracting the COVID-19 Corona Virus. Physical fitness is essential in these times. We are part of the health care system doing our part in trying to protect the vulnerable and helping to keep our immune systems high in order to combat COVID-19. As we implement new safety measures, including social distancing guidelines, we ask staff and members to recognize their incredibly important role. We are all in this together and it is with each party's keen adherence to these new guidelines that we will not only get through this time quickly but also safely. Thorbeckes will continue to review our protocols on a daily basis and will respond to these changing times. Remember: strong today, stronger tomorrow, **strongest together**.