



**Pandemic Operating Procedures
for
Elite Fitness Three Hills Alberta**

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THE PURPOSE OF THESE OPERATING PROCEDURES

In response to the COVID-19 pandemic, the Alberta Government ordered the closure of all fitness centers, gyms, yoga studios or similar personal training facilities. As of June 12, 2020 this order has been rescinded and gyms are allowed to re-open as long as requirements to protect staff and clients against the spread of COVID-19 can be met.

As owner/operator, we are committed to providing a healthy and safe environment for our employees and members. These procedures are designed to meet or exceed the guidance provided by The Alberta Government.

Unless marked as a recommendation or suggestion, these procedures are mandatory. To the extent these Pandemic Operating Procedures conflict with existing procedures or the Employee Handbook, follow these procedures. In all other areas, pre-existing guidance should be followed.

Thank you for your continued support!

Angela McKiernan

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I. PRE-OPENING REQUIREMENTS

1.1 REQUIRED SUPPLIES

Prior to re-opening a gym, required supplies must be procured and made available. At a minimum this will include adequate supplies of the following:

- Hand sanitizer;
- Soap for bathroom (GOJO Clear and Mild Foam Hand-wash);
- Sanitizing spray or wipes for Equipment;
- Disinfecting cleaner for floor mats (Original Pine-Sol Multi-Surface Cleaner-Disinfectant or CINTAS FD-1 Floor Cleaner);

1.2 SIGNAGE

Signs will be installed to ensure patrons are aware of current operational requirements. At a minimum this will include signs:

- At each entrance to notify patrons of pre-entry requirements and to clarify that they should not enter if they have symptoms of COVID-19
- Throughout each facility to remind patrons of physical distancing requirements, enhanced sanitation procedures (wiping equipment before and after each use), and any other location-specific instructions or limitations as applicable.
- In the washroom to remind members and staff of good hand-washing techniques.
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1.3 COMPLIANCE WITH DISTANCING GUIDELINES

Painters' tape will be applied to gym matting to identify spacing for classes using mats. Spin Bikes and All Identified areas will be at least two meters apart to ensure members are able to maintain physical distancing requirements.

1.4 ITEMS NOT IN USE

Items not to be used will be identified with painters' tape. This will include at a minimum:

- Change Rooms (please come changed and ready for class)

II. GYM OPERATIONS

2.1 THE WORKOUT

There will be NO shared equipment during classes, where possible please bring your own mat to classes that require them (Cycle/Strength, Elite Tone and Outdoor Boot Camps)

Sanitizing wipes will be out for each bike and mat station

2.2 MEMBERS AND PROSPECTS

To maintain physical distancing requirements, a maximum of six to eight members plus the instructor will be allowed into a facility at one time. The door will be locked during classes to prevent outside traffic. If you have to leave class early please let your instructor know.

Workout times will be scheduled and restricted to allow maintain these requirements and to allow time for thorough cleaning/disinfecting. Members may cancel their scheduled workout at any time If they are feeling ill and will be given a credit to make up the class in the future.

Current workout schedules are available in Appendix I.

Members will be signalled to enter the gym at the start of each new session. At least 2m of space between members should be maintained, even when entering and exiting the door.

Prior to entry, each member (or prospect) will be asked the following question:

- “Do you have any of the following symptoms: coughing, fever, sore throat or difficulty breathing?”

Any member answering yes to any part of the question will be asked to return when they are feeling better.

Change rooms will not be open at this time, please change at home and be ready when you get to the studio

Members are required to bring their own towel to minimize sweat on floors and equipment, these will not be provided at this time.

Members should exit the building immediately after working out.

2.3 Trainer Requirements

Trainers may not come to work if they are ill.

Trainers shall confirm before each shift that they do not have any of the following:

- Fever
- Shortness of breath
- Coughing
- Suspected exposure to COVID-19

Trainers may wear nitrile gloves while cleaning to protect their hands from cleaning solutions. Specific safety requirements for cleaning solutions are available on the applicable Safety Data Sheet (Appendix I).

Personal hygiene:

- Wash hands regularly following guidelines issued by the Alberta Government
- Avoid touching the face, mouth, nose, and eyes
- Cough or sneeze into a tissue and then discard immediately, or into the elbow and clean the affected area immediately

2.4 CLEANING PROCEDURES

Guidelines for cleaning and disinfecting the gyms will be followed at all times.

All high-touch surfaces will be disinfected regularly

Disinfectant must be applied according to manufacturer's specifications including air dry before being touched again where possible.

Cleaning schedule:

- **After each use:** bikes, dumb bells, kettlebells, med balls, weighted bar, ab wheel, Equalizer, etc. with a wipe or micro-fibre cloth.
- **Between scheduled workout sessions:**
 - Spray down high touch areas
 - Spot clean (spray mop) any parts of the floor where members were lying with disinfectant; and
 - Spray/Wipe down bathroom fixtures, door handles, locker handles, computer keyboard and mouse, etc. with disinfectant.
 - See studio workout schedule for detailed cleaning protocol

○ APPENDIX I – WORKOUT SCHEDULES

Time	Activity
Monday 6am	Outdoor Boot Camp
Monday 12:10pm	Spin
**disinfect high touch areas after members leave	
Monday 5:30pm	Elite Tone
**disinfect high touch areas after members leave AND Disinfect floor	
Tuesday 5:30am	Spin
**disinfect high touch areas and bikes	
Tuesday 6:20am	Spin
**disinfect high touch areas and bikes AND disinfect floor	
Wednesday 6am	Cycle\Stength
**disinfect high touch areas and bikes AND disinfect floor	
Wednesday 5:30pm	Spin
**disinfect high touch areas and bikes AND disinfect floor	
Thursday 5:30am	Spin
**disinfect high touch areas and bikes	
Thursday 6:20am	Spin
**disinfect high touch areas and bikes AND disinfect floor	Workout
Thursday 12:10pm	Outdoor Bootcamp
Friday 6am	Outdoor Bootcamp