



## **VLTGC Return to Play in a Covid Safe Environment Plan**

### **Introduction & Purpose**

VLTGC is a club founded on the values of fun, responsibility, respect and equality. These values, along with our vision and mission, inform our planning and decision making as a club. Throughout this time of COVID-19, we have constantly referred to these values to ensure that all decisions refer back to our core values with the goal of putting the club in a position to recover from this disruption and get back to doing what we do best.

This plan has been developed to ensure that our key values of fun, responsibility, respect and equality are incorporated into our return to gymnastics in what is a changed environment. Through this plan we aim to ensure that all members of the VLTGC community are aware of their personal responsibility to comply with new requirements to ensure the safety of everyone within our club and our wider community.

### **Overview**

This plan has been developed referencing QLD Government directives along with the following reference documents:

- QLD Government Return to Play in a COVID-SAFE Environment framework
- National Principles for the resumption of sport and recreation activity
- AIS Framework for Rebooting Sport in a COVID-19 Environment
- Sport Australia COVID-19 Return to Sport Toolkit
- Gymnastics Australia Rebooting Gymnastics Fact sheets
- General fact sheets and information from the Australian Government Department of Health

This plan will remain flexible and will be adapted as and when restrictions are changed in a COVID environment over the short and long term.

### **Application / Conditions of Membership**

This plan, and all conditions within it, applies to ALL people accessing our facilities as a student, parent / guardian, spectator / visitor, contractor or employee. All conditions listed within this plan form part of our General Enrolment Terms and Conditions effective immediately. Entry to our facilities assumes acceptance of these conditions. It is the responsibility of all parents, guardians and responsible adults involved with our club to have **reviewed all aspects of this plan to ensure the safety of everyone.**

## **VLTC COVID-19 Safety Coordinator**

In accordance with the Sport Australia COVID-19 Return to Sport Toolkit, VLTC has appointed a COVID-19 Safety Coordinator. The coordinator is responsible for completing relevant checklists, overseeing the development, implementation and monitoring of our return to sport plan and being the point of contact for members, their families, our state and national sporting organisation and Government / public health authorities.

You can contact our COVID-19 Safety Coordinator at any time as follows:

COVID-19 Safety Coordinator: Gillian Needham  
Direct mobile: 0405692972  
Direct email: [vltc@icloud.com](mailto:vltc@icloud.com)

## **VLTC**

10 Ramly Drive, Burleigh Heads, QLD 4220  
Email: [vltc@icloud.com](mailto:vltc@icloud.com) W: [www.vltc.com.au](http://www.vltc.com.au)  
P: 0405692972

## **Re-commencement of Classes**

VLTC will at all times follow QLD Government directives regarding restrictions relating to the recommencement and on-going operation of indoor sports. It is anticipated that our return to classes will be a staggered process based on Government restrictions.

VLTC will communicate with all members regarding the commencement dates, timetables and associated fees payable based on the lifting of restrictions taking into consideration our ability to maintain a COVID safe environment at all times. It should be noted that changes will be made to our timetable to accommodate social distancing and maximum capacity requirements as directed by Government and to enable appropriate cleaning and sanitising to occur between classes and reduce overlap of attendees. We ask for your continued support and patience as these changes are implemented.

VLTC will constantly monitor all Government directives and should tighter restrictions be re-introduced, decisions about the continued operation of classes will be communicated to members as soon as possible.

## **Members at a Higher Risk**

We understand there are members of our club who are at higher risk of complications of an illness such as COVID-19 due to other health conditions. While appropriate action will be taken to minimise the risk to such members, should your medical support personnel recommend against returning to classes in the short term, we undertake to hold the member's place for them until it is deemed safe for them to participate. We do request written medical confirmation of this recommendation to enable appropriate planning for our class numbers.

What is your role

Gymnasts – understand and follow our Gymnastics in the New Environment poster. This resource has been developed specifically to explain our new requirements in a kid friendly, relatable way.

Parents / Guardians / Responsible Adults – understand and follow the guidelines and conditions listed within this plan at all times, before, during and after accessing our facilities. Ensure any children under your care who are accessing our facilities have read (or been briefed) on the requirements for them to safely access gymnastics using the “Gymnastics in the New Environment” poster.

Visitors / Spectators / Contractors – confirm acceptance of the terms and conditions of entry to our facilities as presented at our entry points and enter only when approval has been granted by Management in writing.

Staff - understand and follow the guidelines and conditions listed within this plan at all times, before, during and after attendance at work in addition to our workplace health and safety documentation relating to working in a COVID safe workplace.

### **Management of Risk**

Through completion of the various checklists, templates and considering the immense amount of information, directives and recommendations received by VLTGC through this time, we are confident that our new policies and procedures will support a safe return to gymnastics for our members and their families. Our Management team will continue to assess risks and the implementation of our new procedures to ensure they remain appropriate, relevant and practical and that the safety of our members remains our number one priority.

### **Office / Reception Opening Hours**

Our office / reception opening hours will change based on the number of staff and members in our facilities at any one time. Based on this, we encourage all members to utilise their parent / customer portal as much as possible. Our parent / customer portal will have information on your child's class time and level, your current account balance and you can also pay invoices easily online. If you have any questions, we recommend you email us on [vlgtgc@icloud.com](mailto:vlgtgc@icloud.com) so that we can assist remotely. Likewise, if you have any questions for your child's coach, please email us and we will arrange to chat with the coach on your behalf and will get back to you.

# **The New Environment – Guidelines & Conditions of Entry to our Facilities & Participation in Classes with VLTGC**

## **Your Responsibilities / How we will manage illnesses**

Do not come to class / bring your child to class / attend our facilities if:

- You, your child or anyone in your immediate family is not well. This extends beyond any cold or flu like symptoms (runny nose, fever, cough etc) to include gastro symptoms. Stay home and rest up.
- Anyone you have had contact with in the past 2 weeks has been tested for or been diagnosed with COVID-19 OR is unwell with cold or flu like symptoms, even if you, your child or others in your immediate family are feeling well.
- If your child or anyone within your immediate cohabiting family (i.e. from within the same household) has travelled overseas in the preceding 14 days.

VLTGC reserves the right to immediately quarantine and remove any person from our facility that displays any symptoms of illness or who discloses that they have had contact with a person who is ill, has been ill in the past two weeks or has been tested for or diagnosed with COVID-19.

Patrons, including gymnasts, who have had symptoms of any illness may return to our facilities only when they have had 72 hours of no symptoms. For example, if your child wakes on Monday morning with a runny nose, they are required to be symptom free (i.e. no runny nose) for 72 hours before returning to gymnastics.

If you become aware of your gymnast being exposed to someone who is being tested for or diagnosed with COVID 19, you must immediately advise VLTGC in writing to enable appropriate action to be taken.

## **New Procedures for Coming to Class**

These new procedures apply to ALL members of VLTGC and their responsible adults, siblings and associated visitors.

- Unless your gymnast is enrolled in our parent / guardian led Kindergym program, arrive at the gym NO MORE than 5 minutes before your class start time and collect your gymnast promptly at the conclusion of their class from our outdoor waiting area that will be supervised by staff. Use the mantra "Get in, train, get out" to guide your gymnasts' participation.
- Unless participating in a Kindergym class (where an adult is required on the floor with the gymnast) or if your child has a known medical condition / separation anxiety, parents/ guardians / responsible adults are required to drop and go at the entry doors. Spectating of classes will not be permitted. Our staff will be on hand to assist with the arrival of children for class. Please ensure that your contact number is up to date and your mobile is on so that we can call you if necessary.
- Gymnasts must utilise our sanitiser on arrival, when directed by a coach, after using the bathroom and when leaving the gym.
- Gymnasts must come dressed ready to train. No getting changed at the gym / in our bathrooms / change rooms.
- Bring a labelled drink bottle – our water fountains will be closed, and children will not be permitted to use the bathrooms for a drink.

## **What we will do to provide a COVID Safe Environment at VLTGC**

### **Hygiene**

- Alcohol based sanitiser will be provided to all people entering our facility and gymnasts will be directed to use sanitiser before commencing each apparatus. Sanitising stations will be located through the gym to enable easy access as and when directed by staff.
- Limited sharing of equipment will occur where possible with appropriate use of hand sanitiser required for high touch apparatus.

### **Social / Physical Distancing**

- We will maintain the required ratio of 1 person per 4 square metres at all times within our facilities.
- Where possible, gymnasts must remain 1.5 metres away from each other when waiting for class, in the gym and after class.
- No contact is permitted between gymnasts and coaches including hugs, high fives etc.
- As part of our colour coding of groups, classes will be spaced appropriately across the gym and circuits for each apparatus will be operated in a manner to support physical distancing (e.g. Gymnasts will be spread out for explanations, stop points implemented to ensure gymnasts are not queuing at stations)
- With the restriction of no spectators for classes (with the exception of Kindergym classes and other special cases), we further reduce risk within our facilities and adhere to social distancing and controlled groupings.
- Coaches spotting gymnasts executing skills using their hands is a significant part of our program and ensures the safety of gymnasts as they learn skills. Spotting will be minimised as much as possible with coaches sanitizing their hands between gymnasts to ensure their hands are clean if spotting is required.
- If your child suffers from a known medical condition that may require your support (e.g. Diabetes, anaphylaxis) or has been diagnosed with a behavioural condition that requires you to be present, this must be communicated to the club in writing PRIOR to attendance at class. This will enable us to manage numbers appropriately and access to our facility for you and your child.

### **Cleaning Protocols**

- VLTGC will follow guidelines released by Gymnastics Australia regarding cleaning and hygiene standards to minimise the risk of a COVID-19 outbreak within our facilities.
- These protocols and guidelines are implemented daily with on-going cleaning and disinfecting being undertaken before, during and after classes of frequently touched surfaces in line with manufacturers protocols, particularly for gymnastics equipment.
- Where gymnastics equipment cannot be suitably cleaned due to the potential damage cleaning solutions may cause to the equipment, gymnasts and coaches will be required to sanitise the part of the body that comes into contact with the equipment before using the apparatus.
- As we cannot routinely and thoroughly sanitise and disinfect our foam pits, they will remain covered with other mats that can be cleaned daily until the risk is deemed appropriate.

### **Colour Coding Groups**

We are introducing a new colour coded card system for gymnasts in our after-school hours programs. On arrival at the gym, each gymnast will be given a coloured card that indicates their group for the day. Once they have collected their card, gymnasts must follow the arrows to their colour coded storage cases in our viewing area to place their shoes and drink bottles. Gymnasts will then wait with their colour coded group while maintaining social distancing before proceeding into the gym with their coach to their designated colour warm up area. We will not be doing large group warm-ups initially to limit the contact of gymnasts across groups.

All groups will adhere to their set rotation schedule for access to each piece of apparatus and drink breaks will be scheduled to minimise gathering of gymnasts in viewing area. Gymnasts will be required to leave the gym promptly after their class concludes.

At all times, gymnasts MUST remain with their group and may not join or go near another group. This enables us to maintain stable group compositions and to minimise the chances of an infected gymnast being exposed to every other gymnast in the facility at the same time. With this requirement comes more stringent and strongly enforced rules around behaviour.

Any gymnast that does not comply with the directions of their coach, leaves their group or refuses to adhere to social distancing and hygiene protocols will be removed by Management. We will not allow any gymnast to disrupt the learning of others or place others at risk due to inappropriate behaviour and gymnasts who do behave in such a manner risk being banned. Management will not enter into correspondence with parents / guardians in this regard, gymnasts must comply or will be removed, and this is solely at the discretion of Management.

### **Contact Tracing**

- VLTGC strongly encourages all families involved with our club to download and activate the COVID Safe app, however this is your choice.
- VLTGC will maintain accurate attendance records for all classes with coaches and supervisors conducting double checks of attendance records to ensure accuracy in the event of contact tracing being required.

### **Use of Chalk**

- The use of chalk in our facility will be restricted to competitive levels only. Packs are available from admin. Please ensure your gymnasts chalk container is clearly labelled with their name.
- Gymnasts will not be permitted to share hand grips under any circumstances.

### **Make up Classes**

This policy will be adjusted from our re-opening through to the end of Term 4, 2020 only given the strict protocols we are putting in place to manage illness and infection within our facilities. The following guidelines and processes must be followed to enable access to a make up class:

- Make up classes may only be booked when a gymnast is ill or is prohibited from attending class due to the restrictions we have listed above under our heading "Your Responsibilities / How we will manage illnesses". Management reserves the right to request evidence to confirm eligibility.
- Availability for make up classes is at the discretion of VLTGC. This means that we will have limited days / timeslots that we can book you in for a make up class based on our timetable, class sizes, venue capacities based on restrictions and availability in

alternative classes. We cannot guarantee a make up class will be available on your current day or at a similar time. Be prepared to be flexible. For example, if you attend class on Monday afternoon at 3.45pm, we may only be able to offer a make up on a Friday at 4.45pm and this is solely at the discretion of VLTGC.

- All term fees must be paid in full prior to access being granted to a make up class. Families on payment plans must ensure that their payment schedule is up to date, and all remaining payments remain due in full, regardless of missed classes.
- A maximum of 2 make up classes will be permitted per gymnast per term and are not transferrable. Missed classes in week 10 of term ONLY may carry over to the next term in 2020, not 2021. E.g. If you miss a class in week 10 of Term 3, you can carry over this one missed class to Term 4 2020 only. No carry over of missed classes to 2021 will be permitted.
- No credits / refunds will be issued for missed classes, missed make up classes or due to your inability to attend the offered make up class.
- Make up classes must be booked with our administration team in writing within one week of the missed class and make up classes must be taken within 2 weeks of the missed class. If your child misses their class due to illness / exclusion in line with our new conditions, you are required to email [vlgtc@icloud.com](mailto:vlgtc@icloud.com) within one week of the missed class to book a make up. Our administration team will advise the day and time we have available for you to attend your make up class and this must be taken within 2 weeks of the missed class. For example, if you miss class in week 2 and we confirm availability of a make-up class for you, this must be taken by week 4 of term or your entitlement to a make up class is cancelled.
- Make up classes will not be offered to gymnasts who are removed from class as a result of unacceptable behaviour.

## **Incident Management**

In the event of a COVID-19 positive result within the club (either a gymnast, staff member or another person who has accessed our facility), VLTGC will follow all protocols required by Government to perform contact tracing and cleaning / sanitisation immediately.

## **Recovery**

When public health officials determine that the outbreak has ended in the local community, VLTGC will consult with relevant authorities to identify criteria for scaling back its COVID-19 prevention actions. VLTGC will also consider which protocols can remain to optimise good public and participant health.