**POLICY | Coronavirus (COVID-19) – Return to Training 2020.**

These policies have been prepared based on Ministry of Health and Public Health Ontario information and resources, and the guidance from Boxing Ontario.

Corcoran’s Boxing and Fitness will follow directions provided by Ontario’s Chief Medical Officer of Health, the Ontario Ministry of Health’s guidance for the health sector, and the sector-specific workplace safety guidelines. These policies and procedures are susceptible to changes with the introduction of additional government guidelines.

**Purpose**

This policy includes the measures that Corcoran’s Boxing Club and Fitness Centre is actively taking to mitigate the spread of coronavirus to sustain a healthy and environment for everybody. It is important to our club that we respond responsibly and transparently to these outlined health precautions.

**Scope**

This policy applies to every individual that is associated with the club, including: staff, volunteers, members etc.

**Guidelines**

This includes how Corcoran’s Boxing and Fitness will operate during and throughout the recovery phase following the pandemic including : Club Access Process, A daily pre-opening check process, a daily closing process, screening procedures, contamination risk assessment and cleaning/sanitization/disinfection timelines, equipment and products, PPE requirements, how physical distancing will be accomplished and enforced, signage, and a communication plan with local public health if required.

All staff/ members are required to read this document and understand the policy.

1. **Club Access Process**

* Only members registered with Boxing Ontario are permitted to use the facility under supervision of a certified coach.
* Following current government policies, Corcoran’s Boxing and fitness will comply with the number restrictions set in place surrounding class size/gathererings. This number is subject to change but will always comply with government regulation.
* Members will be required to sign up for classes in advance and must sign in upon arrival.
* Summer:Members are asked to use the entrance at the back of the building to enter the club whenever possible. This ensures proper social distance and minimizes risk because it will stop our members from accessing the common space shared with other facilities in the building. Thus, minimizing their contact with non-members
* Winter: members will be asked to wear a mask and use common sense when entering common area at front door of facility as it is a shared area.
* Members are asked to stop at the entrance of the club and not enter until permitted by staff. They will also be required to use hand sanitizer upon entering.
* Access to changerooms, showers and water stations are not permitted. -This is subject to change pending restriction changes
* Access to washrooms and first aid station is required.
* Training is not to take place in the ring , or any soft surface . Subject to change.
* Training shall be individual- no pads, partner work etc.- This is subject to change pending restriction changes

**B) Daily preopening Check process**

- Staff will have training and documentation in place in regards to start of day tasks.

- Tasks include:

* ensuring that the ‘sign in station’ is equipped with sanitizer, clean pens, a separate container for used pens and the sign in sheet.
* Ensuring proper PPE is accessible to those entering the club
* Ensuring sanitizer is placed around the club for frequent use.
* Doors are open to allow for fresh air.
* A basic walk through to ensure all of the above should be adequate.

**C) Daily Closing Process**

**-** Staff will have training and documentation in place in regards to end of day tasks.

- Members will be responsible for wiping down the equipment they are using (heavy bag for example), as well as their own equipment (gloves, skipping ropes).

- Cleaning will be done after the last member has left the building. This time is used for disinfecting of high traffic areas, common areas, public washrooms etc. Special attention should be paid to commonly touched surfaces such as doorknobs, light switches, toilet handles, counters, handrails, touch screen surfaces, and shared materials, equipment, workstations, keypads, etc.  
  
Cleaning will be documented by date, time and by who in each bathroom, and high traffic area.

**D) Screening Procedures**

**-** The facility must have a system in place to track ALL persons entering and leaving (at minimum – sign- in sheet ) ; Corcoran’s will also require that you sign up for classes in advance . No drop in.

- Adequate signage acquired from the Peterborough Public Health unit will be posted listing all signs and symptoms. Entrance is not permitted if any of these are answered ‘yes’ to.

- ALL persons will be verbally screened before entering the facility from a checklist provided by Boxing Ontario. Copies of this are located with this policy document.

**E) Contamination Risk Assessment and Cleaning/Sanitization/Disinfection Timelines, equipment and products.**

**Cleaning** refers to the removal of visible dirt. Cleaning does not kill germs but is highly effective at removing them from a surface**. Disinfecting** refers to using a chemical to kill germs on a surface. Disinfecting is only effective after surfaces have been cleaned. **Sanitization** lowers the number of pathogens on surfaces or objects to a safe level, as judged by health standards or requirements. This process works by either cleaning or disinfecting surfaces or objects to lower the risk of spreading infection.

Corcoran Boxing and Fitness will use a “wipe-twice” method to clean and disinfect. Wipe surfaces with a cleaning agent to clean off dirt and wipe again with a disinfectant. The use of a one-step process using a combined cleaner-disinfectant product may also be implemented. Regular household cleaning and disinfecting products are effective against COVID-19 when used according to the directions on the label.   
  
In addition to routine cleaning, surfaces that come into contact frequently with hands should be cleaned and disinfected twice per day and when visibly dirty. Depending on the timelines that the gym is open. If there is activity during the day, the gym will be closed for a cleaning prior to evening classes. Then another clean will be done after the last patient has left the building for the night. This time is used for disinfecting of high traffic areas, common areas, public washrooms, staff rooms etc. Special attention should be paid to commonly touched surfaces such as doorknobs, light switches, toilet handles, counters, handrails, touch screen surfaces, and shared materials, equipment (heavy bags, exercise equipment etc.), workstations, keypads, etc.

All equipment used in member contact should be cleaned and disinfected after each use. No one is to use common equipment until it has been cleaned.

The organization should shall complete deep cleaning, waste removal and disinfection or sanitization of all open areas at least once in 24 hours.  
  
Cleaning will be documented by date, time and by who in each bathroom, and high traffic area.

**Hygiene Protocols**Hands are to be washed after using the toilet, before eating, and after coughing/sneezing into hands following the [20-second hand-washing rule](https://www.cdc.gov/handwashing/when-how-handwashing.html).

Cough/sneeze into your sleeve, preferably into your elbow. If you use a tissue, discard it properly and clean/sanitize your hands immediately.

Staff and members are to avoid touching their face, particularly eyes, nose, and mouth with their hands to prevent from getting infected.

At a minimum, individuals should wash their hands before and after each patient contact, before putting on PPE, after taking off PPE, and after contact with potentially contaminated surfaces.

If you find yourself coughing/sneezing on a regular basis, avoid close physical contact with others and take extra precautionary measures (such as not coming to the club).

**F) PPE**

- PPE includes: masks, gloves

- Proper and adequate PPE shall be supplied to all staff/volunteers and worn during cleaning/disinfection or sanitizing.

- Mask will be worn at times where physical distancing cannot be maintained.

**G) Physical Distancing**

**-** At all times a distance of 2 metres must be maintained

- Signs will be posted to remind all persons of this

- Back entrance will be recommended to avoid walking down a long narrow hallway. If the front entrance is used, individuals will have to go one after the other allowing time in between to ensure the proper space between them. Floor decals will be place on the floor.

- A sign will be used to block off ‘every other’ bag so that there is adequate space between the bags being used

- the tape we use on the floors will be space 2.5 m apart.

- No pads, sparring or partner work will be permitted

**H) Signs**

Corcoran’s Boxing and Fitness will have all of the signs listed below, placed strategically and appropriately in our facility.

a. Limited entry to members and one (1) parent or guardian if the member is a minor.

b. Limiting the total number of persons in the facility to the current government requirement or recommendation.

c. Relating to hygiene practices, which are in effect.

d. Pre-screening for symptoms of illness [this shall be posted outside your entrance(s)], with instructions NOT TO ENTER.

e. Signage identifying what training is allowed and not allowed

f. Signage identifying areas which are not accessible or are closed

g. Signage reminding persons to perform personal hygiene and wash personal items as soon as possible post training.

h. Signage identifying “Vulnerable Populations” and asking them not to enter, i.e. Immunocompromised, diabetic, people 65 and older, children below 5 years old and other underlying medical conditions.

i. Other signage as required by local Public Health or any level of government.

**I) Communication with Local Public Health Unit**

-Jay or Elysia will be responsible for contacting their [local public health unit](http://www.health.gov.on.ca/en/common/system/services/phu/locations.aspx) to report any probable and confirmed cases of COVID-19 based on the latest case definition posted on the [Ministry of Health COVID-19 website](http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/2019_guidance.aspx)