

REVOLUTION GYMNASTICS

COVID-19 RETURN TO PLAY POLICY & PROCEDURE MANUAL

Summer Camp

Last updated July 10th, 2020

455 Dutton Drive, Unit 2,
Waterloo Ontario,
N2L4C7
519-746-9905



Welcome to Revolution Summer Camp!

As of June 10th 2020 the Government of Ontario gave the green light to allow summer camps to run. We are so grateful and excited to be able to run our summer camp.

Having said that, we understand you may have many questions as to how this will occur. We want to reassure you, in this time of COVID-19 we are committed to being able to provide the safest possible environment for all our members.

Gymnastics Ontario has been in extensive consultation with the Ministry of Health along with leading physicians and policy makers and they have come up with a comprehensive set of recommendations and protocols to help govern our gymnastics clubs during this time. As such, we have established a COVID-19 Policy and Procedure Manual that will be in place for the duration of the pandemic.

As the situation evolves, we will continue to update our policies and follow the guidance of our federation and the government requirements and make changes accordingly should restrictions tighten or be relaxed. The safety of everyone in our facility is and will continue to be our first priority.

Should you have any questions after reviewing the manual, please reach out to jill@revolutiongym.ca. We are thrilled to be given this opportunity to get a back to doing what we love and reconnecting with our athletes and their families.

Looking forward to seeing everyone again,

Revolution Team

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Walkways

To ensure social distancing guidelines of 6 feet can be maintained; all walkways will be marked with distancing lines with spray paint marking or decals. This includes all external walkways internal walks and common areas.

We have established a designated entrance and exit for the facility. Members will enter through the main door at the front of the facility. Exiting the gym will now occur through the side door adjacent to the girls change room. Members will not be permitted to enter or exit through the improper doors.

Flow

To ensure flow through the facility, all members will enter through the front door and follow spacing markings through to the lobby area where we will have spaced out designated storage areas. Exiting will now happen through the side door adjacent to the girls change area.

Viewing

As mandated by the Ministry of Health, our viewing area will be closed until further notice. Do not enter the facility if you do not need to. Entering the facility should be limited to necessary office use only.

Changing and Storage areas

To allow for appropriate social distancing, our change rooms are now closed. All athletes must come to class already dressed. No changing will be permitted in the facility.

To allow for storage of shoes and outerwear, our viewing room will now be equipped with storage areas spaced 6 feet apart to allow for social distancing requirements. Each member will select a station and use one (1) basket per family and the corresponding shoe tray to store clothes and shoes Upon the conclusion of class athletes are asked to return to there designated storage station, collect their items, dress and leave the facility in a quick and timely manner.

No loitering or lingering to chat will be allowed. Please do this outside the facility should you fee the need.

Hand Washing

Everyone coming into the facility will be required to wash their hands with soap and water immediately upon entering. Proper hand washing procedures have been posted in all bathrooms in the facility.

Temperature Check

All members are asked to check their temperature prior to coming to class. If your athlete is showing any signs of a fever do not bring them to the facility. Fever guidelines vary depending on the way it is being administered. Normal temperature readings are as follows:

- Mouth 95.9-99.5 degrees F
- Underarm 97.7-99.5 degrees F
- Ear 96.4-100.4 degrees F

Facility Safeguarding

The following steps will be put in place to ensure compliance with the guidelines set out by the Province of Ontario.

a) Physical Distancing and Designated spaces

We have divided up our gym into 8 separate spaces consisting of approximately 2000 square feet each. They are:

- Kinder space - located at the front of the gym up to the large floor
- Floor space - consist of the large floor only
- Vault space - includes the vault table, tumble strip and tumble track
- Mid gym space – consists of rings, p-bars, un-sprung floor area
- Bars space - includes all bars and tramp
- Beam space - beam room only
- Outdoor Space- located at the front of the building
- Break Area/ Craft area- located in the kitchen and front area

Within each space, designated work areas have been marked out on the floor or mats to ensure athletes maintain proper spacing of a minimum 6 feet.

b) Increased Cleaning Protocols and Sanitation

As per government guidelines, we have established the following cleaning procedures to ensure the utmost level of sanitation can be met.

- All coaches have been trained in proper cleaning protocol and all equipment will be wiped down and sanitized with Government approved cleaner after each use.

- When a participant uses the bathroom, staff will now be required to ensure the wipe down all touch points. This includes door handles, faucets, and toilet handle. Staff may do this for younger athletes but older mature athletes may do this on their own.
- All doors leading to the gym will be propped open to avoid needing to be touched upon entering and exiting the gym and will be wiped between each class.
- Sanitizing stations will be located at each of our designated spaces. All athletes will be required to sanitize or wash their hands before rotating to each event. All athletes will also be required to wash their hands with soap and water after completing all bars rotations.
- At the end of each day, staff will give a final clean to each space and the entire gym will be fogged (including the viewing area, bleachers, reception area and kitchen), all potential touch surfaces on storage bins, washrooms, and doors will be disinfected.

c) Removal of equipment

To ensure no surface gets missed, we have removed all small items that are difficult to sanitize. These include, all small toys, balls, ribbons, non essential blocks, stickers, stamps, papers, books, magazines, manuals, office supplies, extra chairs, hand weights and mats/equipment that have cloth covers.

e) Cleaning Kits

Cleaning kits have been assembled and are provided in each of our designated spaces. Kits are equipped with disinfectant spray, mop, cloth, and gloves which staff will use to ensure spaces are clean for the next group.

f) Bathrooms

Bathrooms will be closed to the general public. 2 bathrooms will be designated for hand washing only and will be propped open to avoid unnecessary touching of surfaces. Paper towels will be provided in place of air-drying. All bathrooms will be equipped with a cleaning caddy, which staff will use to wipe down the bathroom after each use.

g) Scheduled cleaning / Event sanitation

Cleaning of each apparatus will happen after each rotation. 5 minutes is designated at the end of each event to allow for sanitation to occur. Upon the completion of a rotation, coaches will clean the top landing mats (commonly used landing areas) and all commonly touched surfaces. Equipment has been designated for each area and will not be allowed to be shared between events to ensure nothing is missed. In order to ensure a timely and efficient process, each area will have a posted checklist that must be completed before moving to the next event.

A red and green card system has been developed to indicate when cleaning has been completed and an event is ready for use. Red will indicate the event is not to be used. Green will mean sanitation has taken place and the event is good to go.

A full clean will also be scheduled from 12:00-12:30 and at the end of the day. This cleaning will consist of a full gym floor and lobby/viewing area clean using COVID-19 approved products.

'NO GO' Areas

Due to the nature of some items it is not possible to ensure they can be cleaned appropriately after each use and are therefore closed until further notice. These areas have been designated 'no go' areas and they are the following; vending machines, chalk boxes, change rooms, rope and foam pit.

Change rooms do not provide the possibility for the required 6 feet of social distancing. Clothing storage will now be located in the large viewing area. The ropes have been tied up and away and will not be used until further notice. The pit will be completely covered with mats and not allowed to be entered for any reason by recreational athletes.

Program Management

In order to provide the safest possible space for our athletes and staff, we will be making some program adjustments.

a) Facility Capacity

As per government regulations, our facility is allowed to have a total capacity of 1 person/144 square foot of gym space (does not include office/lobby space) provided social distancing measures can be maintained. Our actual gymnastics space is a total of 12,000 square feet. This gives us a maximum total of 83 people at any given time. Please note this guideline includes the requirements to be able to social distance within our spaces.

b) Groupings / Sizes / Ratios

As per ministry guidelines camps may have no more than 10 individuals in a group (cohort). This includes participants and staff who work directly with the campers.

All siblings attending camp will be grouped together. Should you have a friend attending camp the same week and would like to be placed in the same group, please let us know via email well in advance.

Each group will have a maximum of 7 athletes and 1 coach at any given time. Please note coaches may change from AM to PM however this still follows the 10-cohort rule as per Ministry guidelines.

c) **First-Aid**

We are encouraging your athlete to put on Band-Aids by themselves and tape you're their own cuts. If they need help they must tell their coach and their coach will put on their mask and gloves and hand the athlete a mask that they must put on, so they can help you with an injury.

d) **Spotting**

As per Gymnastics Ontario coaches will not be permitted to spot at this time, as social distancing cannot be maintained. They will be modifying training and providing drills and progressions to allow safe participation for all athletes.

Screening / Illness

Screening has proven to be an effective tool to help prevent the spreading of COVID-19. We are now mandated to screening anyone coming into the facility for training. Screening will be done on a daily basis. Anyone who is not feeling well upon arrival or who does not pass the screening will not be allowed to enter the facility and should contact the department of health or their doctor to determine further steps. Medical clearance may be required before returning.

Any sign of illness during camp will be dealt with swiftly. Should an athlete complain of feeling ill in anyway we will now take the following steps.

- 1) Immediately provide the athlete with a disposable mask they will wear for the remainder of the time they are at the gym.
- 2) Call home to get the athlete picked up as soon as possible.
- 3) Move the athlete to a designated 'sick' area to wait for pick up.
- 4) After pick up, the designated sick area will be fully sanitized.

*Parents must pick up their child within 30 minutes of our phone call. Please ensure you have contingency arrangements made during camp hours.

We are aware feeling unwell can be caused from many things including allergies, over heating, over exertion and dehydration among other things. Where in the past we have given opportunity to allow athletes and opportunity to 'sit and see' if symptoms go away please note that due to the current climate this is not possible. Please do not bring athletes who are feeling unwell in anyway as they will be sent home.

Masks

Coaches must wear cloth masks while coaching however it is not required as physical distancing is still in place. There will be no spotting allowed as mandated by Gymnastics Ontario.

The Region of Waterloo has made face coverings mandatory in indoor public spaces starting July 13th, 2020. Starting July 13th all campers must exit their vehicle wearing a mask; if your camper forgets a mask we will have disposable ones for sale for \$2.

For anyone wishing to come in to see the front desk, you must be wearing a mask.

Please note that campers do not need to wear a mask in the gym, as they are engaging in strenuous activities. They also do not need to wear their mask when they are outside during break or participating in outdoor activities. They do need to wear a mask during any indoor activities that are not considered strenuous activities such as craft time. They do need to wear their mask every time they need to use the washroom.

Pick up / Drop off

We have designed a “drive thru” drop off and pick up procedure that we will be following. Parents are to drive into the parking lot and proceed down to the end of the building. After doing a U-turn they are to drive back up to the drop off or pick up points. Athletes will be greeted and brought into the gym / brought out by a staff member as their parents pull up to appropriate spot. There will no longer be parking allowed along the side of the building to allow for this drop off / pick up procedure. Should you need to enter the gym please park at the very back and enter through the front door. Please see the video entitled Drop off/Pick up Procedures for a full example of how this will work.

During your drop off you and your athlete will be asked if you completed the wellness check before arriving to the gym *Appendix A*. If you have answered yes to any of the questions asked during the wellness check you will not be allowed to enter the facility at this time. We will also be signing in your child and the time they arrived to keep attendance of who has been in our facility during the day.

It is very important you arrive on time.

Please note for drop off and pick up for camp you will be required to show us your government ID (drivers license or health card). If you are having a grandparent or someone else in your family bubble doing pick up please let us know before hand.

*Please be advised there is no carpooling allowed as per Gymnastics Ontario.

In the event you are late more than 5 minutes please call and a staff member will come out to complete your wellness check. In the event no one answers please park at the back and bring your camper to the front door of the facility. Please wait in the doorway until someone greets you.

Camp Hours

To help ensure physical distancing during drop off and pick up. We are also creating staggered start and end times for campers. **You must call to sign up for your preferred start and end times. Please note spots are on a first come first serve basis.** Should a group be full you will be required to select another time slot. Our Office hours are 10:00am-7:00pm Monday to Friday and our phone number is 519-746-9905.

The following will be the start and end times for Gymfun only:

8:30am-3:30pm

8:45am-3:45pm

*Please note if we only have 1 group for Gymfun your child will automatically be put in the 8:30-3:30 time slot.

The following will be the start and end times for Excel Only:

9:00am-4:00pm

*There is no after care option for Excel campers

Before Care

*If you have signed up for before care you will be automatically put in the 8:30 time slot, however you can call to change this should you no longer require it.

After Care

After care will still be offered up to 1 hour after your end time.

For example if you choose the 8:30am-3:30pm time slot, your after care will run until 4:30pm.

You must register for after care on Ivynet as there is a fee or call the front desk for assistance.

*If children are signed up for after care please ensure they pack their own after care activity to do (books, colouring pages, etc). As we are unable to provide any shared activities at this time.

Lunch/ Snacks

We are creating staggered lunch and snack times for each camp group.

All lunches and snacks will be done outside if weather permits. All campers must wash their hands prior to leaving the gym.

If lunch and snack cannot be done outside then we have designated indoor areas for lunch and snack while maintaining physical distancing at all times.

Please note we are a nut free facility.

Crafts

We will have designated physical distancing craft areas. To ensure there is no sharing we are asking you to provide your child with the following in a Ziploc bag with their name on it (Child safe scissors, glue stick, markers or crayons, tape). Please see *Appendix B* for craft supplies.

They will need to bring this bag with them all week to participate in craft.

Pizza Lunch on Friday

Unfortunately we are unable to provide your child with a pizza lunch. Please do not forget to pack a lunch for Friday.

Splash Pad Wednesday

Unfortunately we are unable to go to the splash pad this year. As bus transportation does not allow proper physical distancing guidelines.

Games/Outdoor activities

We will be having a lot of outdoor time whenever weather permits. Please pack sunscreen and a hat. When outdoors equipment is being used it will be cleaned prior to it's next use.

If your child wishes to bring their own outdoor toys (chalk, skipping rope, bubbles, etc.)

We encourage that you do bring your own outdoor toys, however please note there will be no sharing. The items you bring must fit in a large Ziploc bag with their name on it.

Movie Friday

We are working on logistics to hopefully still be able to do movie Friday. We will communicate if we are able to provide this.

No Sharing Rule

There will be no sharing of snacks, toys, sunscreen, clothes, etc. during this time unless it is between siblings.

To ensure no sharing we have provided a list of items you need to pack for each day of camp see *Appendix B*.

Waiver

Gymnastics Ontario has established a COVID-19 waiver that must be completed and submitted before your arrival to camp. See *Appendix C and Appendix D*.

- Please print, read, and sign.
- Waivers will be collected the first day of camp
- No participants may resume in gym activity until waiver is signed and submitted.

Mandatory Compliance

If at anytime your child is not compiling with the policies and producers of summer camp Revolution Gymnastics has the right to send your child home. The camp director will make this decision. This is to ensure all members of our gym feel safe during their time at our facility.

Cancellation Policy

Any cancellations prior to July 1st will be subject to a \$25 cancellation fee. In addition, the Gymnastics Ontario Insurance Fee of \$35 is non-refundable registration.

After July 1st there will be no refunds.



HAVE YOU DONE YOUR WELLNESS CHECK?

Do you have any of the following:



Fever



Cough



Shortness of breath



Sore throat



Runny nose



Feeling unwell

Yes Have you been in close contact with someone who is sick or has confirmed COVID-19 in the past 14 days?
No

Yes Have you returned from travel outside Canada in the past 14 days?
No

If you answered YES to any of these questions, go home & self-isolate right away. Call Telehealth or your health care provider, to find out if you need a test.

Appendix B

CHECKLIST

ITEMS TO BRING TO CAMP:

- Lunch and 2 healthy snacks (Nut free)
- Water bottle (With name on it)
- Running shoes (for outside time)
- Craft Supplies in a Ziploc bag (Child Safe scissors, glue stick, markers or crayons, tape)
- Sunscreen
- Hat
- Small bag to hold all items
- 1 outdoor activity per day (Skipping rope, chalk, etc).
- 1 Towel (eating snacks and lunch outside when possible, on your towel)
- Mask

Appendix C

GYMNASTICS ONTARIO and Revolution Gymnastics INFORMED CONSENT AND ASSUMPTION OF RISK AGREEMENT 2020-2021

WARNING! Please read carefully
By signing this document, you will assume certain risks and responsibilities

Participant's Name: _____

1. This is a binding legal agreement. Clarify any questions or concerns before signing. As a participant in the sport of gymnastics and the spectating, orientation, instruction, activities, competitions, programs, and services of Gymnastics Ontario and Revolution Gymnastics (collectively the "Activities"), the undersigned, being the Participant and the Participant's Parent/Guardian (if Participant is under 18 years old), (collectively the "Parties"), acknowledge and agree to the terms outlined in this document.
2. Gymnastics Ontario, Revolution Gymnastics and their respective Directors, Officers, committee members, members, employees, coaches, volunteers, officials, participants, agents, sponsors, owners/operators of the facilities in which the Activities take place, and representatives (collectively the "Organization").

We have read and agree to be bound by paragraphs 1 and 2

Description and Acknowledgement of Risks

3. The Parties understand and acknowledge that:
 - a) The Activities have foreseeable and unforeseeable inherent risks, hazards, and dangers that no amount of care, caution or expertise can eliminate, including without limitation, the potential for serious bodily injury.
 - b) The Organization may offer or promote online programming (such as webinars, remote conferences, workshops, and online training) which have different foreseeable and unforeseeable risks than in-person programming.
 - c) The Organization has a difficult task to ensure safety and it is not infallible. The Organization may be unaware of the Participant's fitness or abilities, may give incomplete warnings or instructions, may misjudge weather or environmental conditions, and the equipment being used might malfunction.
 - d) The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization and COVID-19 is contagious. The Organization has put in place preventative measures to reduce the spread of COVID-19; however, the Organization cannot guarantee that the Participant will not become infected with COVID-19. Further, participating in the Activities could increase the Participant's risk of contracting COVID-19.
4. The Participant is participating voluntarily in the Activities. In consideration of that participation, the Parties hereby acknowledge that they are aware of the risks, dangers and hazards and may be exposed to such risks, dangers, and hazards. The risks, dangers and hazards include, but are not limited to:
 - a) Privacy breaches, hacking, technology malfunction or damage.
 - b) Executing strenuous and demanding physical techniques and exerting and stretching various muscle groups.
 - c) Vigorous physical exertion, strenuous cardiovascular workouts, and rapid movements.
 - d) The failure to properly use any piece of equipment or from the mechanical failure of any piece of equipment or apparatus.
 - e) Failure to follow instructions or rules.
 - f) Serious injury to virtually all bones, joints, ligaments, muscles, tendons, and other aspects of the Participant's body or to the Participant's general health and well-being.
 - g) Abrasions, sprains, strains, fractures, or dislocations.
 - h) Concussion or other head injuries, including but not limited to, closed head injury or blunt head trauma.
 - i) Physical contact with other participants, spotters, spectators, equipment, and hazards.
 - j) Collisions with walls, any gymnastics apparatus, floors, or mats.
 - k) Falling, tumbling, or hitting any gymnastics apparatus, the floor, mats, or other surfaces.
 - l) Failure to act safely or within the Participant's ability or designated areas.
 - m) Negligence of other persons, including other spectators, participants, or employees.
 - n) Travel to and from competitive events and associated non-competitive events which are an integral part of the Activities.
 - o) Contracting COVID-19 or any other contagious diseases

We have read and agree to be bound by paragraphs 3 and 4

Terms

5. In consideration of the Organization allowing the Participant to participate in the Activities, the Parties agree:
 - a) That when the Participant practices or trains in their own space, the Parties are responsible for the Participant's surroundings and the location and equipment that is selected for the Participant.
 - b) That the Participant's mental and physical condition is appropriate to participate in the Activities and the Parties assume all risks related to the Participant's mental and physical condition.
 - c) That the Participant may experience anxiety while challenging themselves during the Activities.
 - d) To comply with the rules and regulations for participation in the Activities.
 - e) To comply with the rules of the facility or equipment.
 - f) The risks associated with the Activities are increased when the Participant is impaired, and the Participant will not participate if impaired in any way.
 - g) That COVID-19 is contagious in nature and the Participant may be exposed to, or infected by, COVID-19.

6. In consideration of the Organization allowing the Participant to participate, the Parties agree:
 - a) That the Parties are not relying on any oral or written statements made by the Organization or their agents, whether in brochure or advertisement or in individual conversations, to agree to participate in the Activities.
 - b) That the Organization is not responsible or liable for any damage to the Participant's vehicle, property, or equipment that may occur as a result of the Activities; and
 - c) That this Agreement is intended to be as broad and inclusive as is permitted by law of the Province of Ontario and if any portion thereof is held invalid, the balance shall, notwithstanding, continue in full legal force and effect.

Jurisdiction

7. The Parties agree that in the event that they file a lawsuit against the Organization, they agree to do so solely in the Province of Ontario.

We have read and agree to be bound by paragraphs 5 to 7

Acknowledgement

8. The Parties acknowledge that they have read this Agreement and understand it, that they have executed this Agreement voluntarily, and that this Agreement is to be binding upon themselves, their heirs, their spouses, parents, guardians, next of kin, executors, administrators and legal or personal representatives.

Name of Participant (print)

Signature of Participant

Date of Birth

Name of Parent or Guardian (print)

Signature of Parent or Guardian

Date

Appendix D

GYMNASTICS ONTARIO DECLARATION OF COMPLIANCE – COVID-19

Participant Name (print): _____

Participant's Parent/Guardian _____
(if the participant is younger than the age of majority)

Email: _____

Phone: _____

WARNING!

ALL PARTICIPANTS ENTERING THE FACILITY AND/OR PARTICIPATING IN SANCTIONED ACTIVITIES MUST COMPLY WITH THIS DECLARATION

Gymnastics Ontario and its affiliated clubs (collectively the “Organization”) require the disclosure of exposure or illness is in order to safeguard the health and safety of all participants and limit the further spread of COVID-19. This Declaration of Compliance will be kept safely, and personal information will not be disclosed unless as required by law or with your consent.

A participant (or the participant's parent/guardian, if the participant is younger than the age of majority) who is unable to agree to the terms outlined in this document is not permitted to enter the Organization's facilities or participate in the Organization's activities, programs, or services.

I, the undersigned being the participant named above and the participant's parent/guardian (if the participant is younger than the age of majority), hereby acknowledge and agree to the terms outlined in this document:

- 1) The coronavirus disease COVID-19 has been declared a worldwide pandemic by the World Health Organization and COVID-19 is extremely contagious. The Organization has put in place preventative measures to reduce the spread of COVID-19 and requires all participants (or their parent/guardian, when applicable) to adhere to the compliance standards described in this document.
- 2) The participant has not been diagnosed with COVID-19. **OR** If the participant was diagnosed with COVID-19, the participant was cleared as noncontagious by provincial or local public health authorities.
- 3) If the participant is a front-line worker (such as hospital staff, long term care staff, or other individual who interacts with individuals who have confirmed or suspected cases of COVID-19) or required to travel outside of Canada, the participant has worn proper and approved Personal Protective Equipment at all times whenever they interacted with an individual who has a confirmed or suspected case of COVID-19 in the last 14 days.
- 4) If the participant is not a front-line worker or travelled outside of Canada, they have not been exposed to a person with a confirmed or suspected case of COVID-19 in the last 14 days.
- 5) The participant is attending or participating voluntarily and understands the risks associated with COVID-19. The participant (or the participant's parent/guardian, on behalf of the participant (when applicable) agrees to assume those risks, including but not limited to exposure and being infected.
- 6) The participant has not, nor has anyone in the participant's household, experienced any signs or symptoms of COVID-19 in the last 14 days (including fever, new or worsening cough, fatigue, chills and body aches, respiratory illness, difficulty breathing, nausea, vomiting or diarrhea, pink eye, or loss of taste or smell).

- 7) If the participant experiences, or if anyone in the participant’s household experiences, any signs or symptoms of COVID-19 after submitting this Declaration of Compliance, the participant will immediately isolate, notify the Organization, and not attend any of the Organization’s facilities, activities, programs or services until at least 14 days have passed since those symptoms were last experienced.
- 8) The participant is following recommended guidelines, including but not limited to, practicing physical distancing, trying to maintain separation of six feet from others, adhering to recognized hygiene best practices, and otherwise limiting exposure to COVID-19.
- 9) The participant will follow the safety, physical distancing, and hygiene protocols of the Organization.
- 10) This document will remain in effect until the Organization, per the direction of the provincial government and provincial health officials, determines that the acknowledgements in this Declaration of Compliance are no longer required.
- 11) The Organization may remove the participant from the facility or from participation in the activities, programs or services of the Organization at any time and for any reason if the Organization believes, in its sole discretion, that the participant is no longer in compliance with any of the standards described in this document.

Signature: _____ Date: _____
 Participant (If the age of majority)

Signature: _____ Date: _____
 Parent/Guardian (if the participant is younger than the age of majority)