



HEALTH & SAFETY NOTICE

GYMNASTICS FACTORY: HELP US TO HELP YOU

DEEP CLEANING has been carried out throughout the premises. All equipment and surfaces have been fully cleaned, including carpets and flooring. Staff will be instructed on all new Health and Safety procedures.

DAILY CLEANING. Staff will carry out 2x equipment & surface cleans a day, including toilets and high-contact areas such as door handles. Additional antibacterial spray stations have been provided.

HAND SANITISING stations have been added throughout the premises and anyone entering the building will be required to sanitise on arrival. Gymnasts will be required to sanitise between apparatus rotations and we will be checking that children have washed and or sanitised their hands after using the toilets.

FACE COVERINGS Must be worn at all times within the Reception area, toilets and coffee shop. We are now asking all grown-ups accompanying pre-school children in classes to wear a face covering during the class, unless exempt.

VENTILATION We are lucky to have a very large building with good ventilation and when possible we will leave the rear doors open to add to the air flow.

TOILETS We ask that children are encouraged to use the toilet at home before coming to gym to minimise the usage. We would prefer adults to refrain from using the toilets unless urgent. If you do use the toilet please wipe down surfaces with the spray provided. If a child needs the toilet during their class we will check they have washed their hands and sanitised before returning to the gym.

RECEPTION will be open but may operate reduced hours. A screen has been put up to reduce contact but enable us to welcome you with a smile as usual! We hope to minimise customers approaching the desk for enquiries by asking you to email or call in advance with your questions. Payments can all be made online, by phone and we have now added a Paypal button to our website for your convenience. We would prefer to operate cash-free payments.

MEDICAL / FIRST AID Items such as inhalers must be brought in a clean, sealed, named pot and coaches will ask the gymnast to leave it in a safe place during the session. In the event that first aid needs to be administered, staff will use a sensible approach and limit contact as far as possible, while dealing with the situation in hand. Mask and gloves will be available to staff if prolonged close contact is required.

CHANGING ROOMS will not be in use for clothes and bags, only for the toilets. Children should arrive ready dressed for gym with just shoes and a bottle of water. (A jumper or coat handed back to parent at the door is ok). Cubby holes will be provided just inside the gym for shoes and water. (Water fountain will not be in use. Bottled water can be purchased at the coffee shop). We suggest easy slip on shoes to speed up the process! Pre-school parents may bring necessary valuables into the gym or a small changing bag, but we ask that you keep it minimal as there is limited space.

DROPPING OFF To minimise queuing, please arrive no more than 5 minutes before your class. Please try to keep a safe distance while you wait, even if this means queuing outside the gym building. There will be a clearly marked one-way system leading to the single fire door which will be the new entry point for the gym. Parents are required to stay with their child until they enter the gym. Then follow the one-way system to leave the building. **PICKING UP** will be from the rear of the

building. Please form a socially distanced queue at the rear of the building, a sheltered area has been created for you to wait. Gymnasts will be dismissed one by one to their parent/guardian. We ask that you arrive for collection on time to help us transition from one class to another swiftly ensuring all our members get as much quality gym time as possible!

CHILDREN'S SAFETY: We would like to remind you that YOU are responsible for your child's safety until they enter the gymnasium with their coach. Please do not drop off a child unattended to wait outside the building.

VIEWING GALLERY This will be closed to avoid unnecessary contact at this time. We ask parents to drop off and make their way out of the building unless there is an agreed reason to stay. Please make sure we have up-to-date emergency contact details for you and you are contactable at all times.

COFFEE SHOP This will be open offering hot and cold drinks and snacks, for takeaway only. A limited amount of prepared food will be available. We have a small amount of seating outside in a gazebo if you wish to grab a coffee while you wait.

PARKING will be available as usual with the exception of the spaces in front of the building.

ALL CLASSES – WHAT TO EXPECT:

We are reopening with reduced class sizes initially and some adaptations to our programme with distancing and minimising contact in mind.

Children entering the gym must understand the premise of trying to give each other as much space as possible and to only touch items or equipment that they have been asked to. We acknowledge this may be challenging, especially for the younger children. As gymnasts will need to touch equipment we will require gymnasts to use hand sanitiser as they enter the gym and as they start each new apparatus circuit.

Our programmes will be designed to avoid hands-on support wherever possible and coaches will try to keep a distance as is safe and appropriate to do so.

In the event that First Aid is required, closer contact may be needed. This will be kept to a minimum and staff will take every precaution while dealing with the situation at hand. Gloves and masks will be available to coaches.

SCHOOL AGE CLASSES:

We will continue with our regular format for our class timetable. The number of gymnasts in classes has been reduced as part of our Covid-measures to enable spacing on the floor area and small groups when working on the apparatus. Two classes will overlap in gym time, but there will be no contact between the different classes on apparatus. We will gradually increase numbers over time as and when it is safe and feasible to do so.

Coaches and gymnasts will be required to hand sanitise before entering the gym and between each apparatus rotation.

At the start of the class, gymnasts will be directed to a space on the floor. Here they will take part in the warm up and key skills for the theme of the week including important teaching points and technique, while staying within their allocated space.

Gymnasts will then be placed in small groups and move around three apparatus circuits, hand sanitising between each apparatus change.

Some amendments to our programme have been made to enable coaches to maintain distance and minimise contact between gymnasts and coaches, while still offering an exciting variety of skill progressions, elements of physical fitness and the camaraderie of being around other children in a physical setting.

Coaches will have access to spray to wipe down heavily-used areas and equipment between groups.

PRE-SCHOOL CLASSES:

We are offering the same variety of parent and child classes for Toddlers, Pre-school 1 and Pre-school 2. An extra class has been opened each day to offer (by invitation) a transition to Independent classes.

We have a large gym and class sizes have been reduced as part of our Covid-measures. We will gradually increase numbers over time as and when it is safe and feasible to do so.

To maintain our numbers, we will limit it to one adult per child and no additional siblings please. Young babies may attend in a car seat or sling. We regret we will not be offering a playpen at this time. We will continue to review these measures over time.

Grown-ups will no longer be required to wear a face covering during their time in the class.

We will require adults and children to hand sanitise on entry to the gym.

During the session, children will need to touch the apparatus, therefore we are relying on parents to sanitise their own and their child's hands at regular intervals during the session and to inform coaches if a child has dribbled or mouthed any of the apparatus so it can be thoroughly cleaned.

Please bring a clean pair of socks for your child. These will be used on trampoline for our Pre-school 2 classes and may be used as a replacement beanbag in some instances!

We have made some adaptations to our programme. Soft toys and hand apparatus that cannot be wiped clean will be removed. Carpet squares for the warm-up have been replaced with vinyl shapes and children stay within their shape for the warm up activities. Then there is time to explore the apparatus circuits.

The class will come back to the numbered vinyl mat for a cool down. Stampers have been replaced with stickers. We will say 'bye bye' to each child and ask that you collect your belongings swiftly and maintain social distancing as you exit.

TRACK AND TRACE (Preschool parents only)

For the purposes of Track and Trace, we use our registers to determine who has attended classes. The contact logged will be the primary contact you chose when you filled out the Registration form to join Gymnastics Factory. If this is the adult that regularly attends you do not need to take any action.

If however, a different adult brings your child, eg. a Grandparent, Nanny or other parent, they will be required to log their attendance at the premises on every visit.

There are two ways of doing this:

1. Download the NHS COVID-19 App and scan the QR code which is displayed at various places around the building.



OR

2. Email info@gymnasticsfactory.co.uk PRIOR to attending the class. We will require the following information:

- Put **Track and Trace** in the title bar of the Email
- Please put name and contact phone number of the adult attending
- Put the child's name and date and time of class