



## Cartwheels Information Memo

**Updated: August 10, 2021, for implementation in September 2021. Subject to change at any time if we receive updates from the provincial government, Gymnastics Ontario, or Halton Region Public Health.**

Please take a moment to read through the following information thoroughly and email us any questions that you may have to: [info@cartwheelsgymcentre.com](mailto:info@cartwheelsgymcentre.com)

### What you need to know before you arrive for class:

- 1) Due to capacity restrictions and spacing, **we will not be opening our viewing area to all programs until further notice.** Participants in our Kindergym (age 4-6) program will be granted one distanced spot for a parent, on the back row of our viewing area. No viewing spot is available if the family also has a parent participating in Tiny Gym or Mini Gym. **We will require drop off for programs JR Gym (age 6) and up/older.** No exceptions. Viewing will only return when announced by Cartwheels. Non-participating siblings of a participating Tiny Gym and Mini Gym participants are not allowed to be in our facility due to provincial capacity limits and recommendation from Gymnastics Ontario and Public Health. Non-participating infant (under 1) sibling of a weekday morning Tiny Gym or Mini Gym participant may accompany the family if kept in car seat or carrier at all times.
- 2) Following the government mandated protocols to ensure the safety of all the participants, our staff, and parents/guardians, everyone entering will go through a check in and screening station. We ask that you arrive no more than 5-10 minutes before your child's class time as we will not allow "extra" people in the facility during classes. Please follow direction arrows when entering the lobby. The arrival process will ask to show **green checkmark** upon entry from the Ontario.ca **self-screening school assessment** (link will be provided later in this Memo). If anyone other than the parent/guardian listed on the registration is participating in an assisted program (Tiny Gym and Mini Gym), then we will require a name and phone number of that adult for contact tracing. Please provide this info to our concierge upon arrival.
- 3) Due to the updated protocols and advice we have received from the Province of Ontario, Halton Public Health, we will be requiring **everyone Kindergym (ages 4-6) and older to wear a mask upon entry to our facility and in all common areas (washrooms, lobby, etc).** **Children will be permitted to remove their mask while participating in their class if they choose.** This could be updated at any time by Halton Region Public Health, and we will email all registered members if this changes. Gymnasts will be required to keep their masks on them for wearing when distancing cannot be maintained. Parents participating in the toddler/preschool programs must always keep their mask on inside our facility. This rule will be in place until the province removes the indoors masking policy.
- 4) Once participants are screened, they will be asked to clean their hands at our sanitizing station located inside the front door. Participants are welcome to bring their own 70-80% alcohol sanitizer if they choose. Sanitizer stations are also available in the gym for use and encouraged between stations.

- 5) Each participant or persons entering will be asked to remove their shoes upon arrival and place their shoes on our shelf in the lobby. Participants will then enter the viewing area and head to a "X" where you will wait to be invited into the training area by your coach. All personal belongings will be left on the "X". **Participants are encouraged to bring a full personal water bottle as we do not have a water fountain or bottled water for sale at this time.**
- 6) Please arrive dressed and ready for class as our changeroom will continue to remain closed due to the provincial regulations. We have intentionally spaced our class times to create a distanced stagger between arrivals and exits to our facility. We ask that everyone arrives on-time and does not hang around after class so that we may prepare the gym for the next classes or proceed to our closing preparations and deep cleaning at the end of the time slots.

### **Class structure/expectations:**

- 1) Our coaches are required to physically distance from each gymnast and are currently mandated by a "limited spotting" protocol by Gymnastics Ontario. Our staff will distance where we can as well, but offer limited spotting (while wearing a mask) for progressions or to encourage skill development. Our coaches will make exception to the no-spotting protocol in the event of an emergency/fall. We will require 1:1, parent to be participating in Mini Gym (as well as always, for Tiny Gym) until our choosing. Parents in these program are required to stay "within arms reach" of their child.
- 2) We will be allowing infants in the gym in carriers during our weekday Tiny Gym and Mini Gym classes. No other non-participating siblings are permitted in our facility at this time. We must abide by all rules/protocols assigned by Gymnastics Ontario during this ongoing pandemic.

### **Masking**

A masking policy is in place for our facility. Kindergym (ages 4-6) and higher must wear a mask upon entry and in all common areas of our facility (lobby, viewing/waiting area, washrooms). We also recommend masking in Mini Gym and Tiny Gym if they will wear one. We choose to follow all recommended protocols we are given to keep everyone safe (members, staff and families) and remain open for the children.

- Coaches, concierge/greeter, cleaning assistants, and participating parents to be masked at all times indoors as per the provincial masking regulation.
- Children may remove their mask (if they choose), during class once inside the training area and permitted by their coach. Masks will kept on their person (ie. pocket, tucked inside waist of short, straps looped at bicep) and be asked to wear them by their coach if distancing cannot be maintained. Examples being skills requiring forward-facing spotting, behaviour, or other instances where the coach has made the decision for the well-being of the group.

### **Cartwheels Cleaning Promise and bathroom use**

- 1) High touch services will be wiped down between all class times in the training space. Cartwheels uses VitalOxide and other approved products on our training equipment. VitalOxide is an approved, odourless, hospital grade disinfectant that kills 99.9% of virus, germs, and bacteria. Our equipment (bars, mats, blocks, trampolines), bathrooms and viewing area fixtures will be fogged between each time slot with VitalOxide.

- 2) We kindly ask that you use the bathroom at home before arriving. Should a bathroom visit be required anyone over age 4 (Kindergym), is required to wear a mask in the bathrooms. We will clean/fog our bathrooms between each time slot. Cartwheels will continue (as we have for four years) to employ EnviroMaster for a weekly sanitization service applying a germicidal spray barrier and electrostatic application of VitalOxide to our sinks and toilets. Please note once again, our changerooms are closed until further notice.
- 3) A change table for Tiny Gym participants is available in one of our bathrooms.
- 4) Sanitizer stations are also available in the gym for use between stations. Should your child have allergy/sensitivity to hand sanitizers, you are welcome to bring your own.

### **Illness and sick policy: mandated by our provincial government, Public Health & Gymnastics Ontario**

Prior to attending our programs we are required to ask that gymnasts and the parent participating in Tiny Gym or Mini Gym, take the Ontario.ca self assessment: <https://covid-19.ontario.ca/school-screening/>

Upon arrival to our facility each family will be asked:

- Have you taken the self screening assessment tool? Please show us your green checkmark. Asking for this screening is a requirement for us to be open. Please be patient during entry as we go through this process.
- Do you or anyone in your family have COVID-19 or COVID-19 symptoms?
- Have you or anyone in your household travelled outside of Canada in the last 14 days?
- Have you or anyone in your household been in close contact with a probable or confirmed case of COVID-19?

If the athlete or participating parent answers “yes” to any of the last three questions, they will not be permitted into the facility. If a participant shows signs of sickness during their class, they will be removed from the program immediately. A parent will be notified for pick-up if not present in the gym.

### **Refunds/Credits:**

In the event of a forced closure of our facility in response to COVID-19 once a term has begun, a pro-rated credit will be applied to your account to be used toward future programming. If the closure is less than fourteen days, we will offer make-up classes upon reopening. If the closure is longer than fourteen days, we will adjust the term dates to resume the term. If make-up classes are available, then credit would not be offered. Refund for cancellation of a program are only given before the term begins, or if Cartwheels cancels the program. Due to coach/athlete ratios and scheduling, make up classes are not offered/available should you miss a class.

Cartwheels will continue to offer a refund of classes not yet taken to new members, if requested within the first two weeks of a term. The Gymnastics Ontario membership fee is non-refundable. Returning members are not eligible for a credit/refund once a term begins.

### **Inclement Weather:**

Weekday morning classes are cancelled if the Halton District School Board announces school buses are cancelled in our area. There will be a Facebook post (which also will then display immediately on our

website FB window), and a change to our voicemail message by 8:00am, should daytime programming be cancelled.

Should weather effect evening class times (Monday-Thursday), or weekend class times (Saturday & Sundays) there will be a Facebook post and voicemail by 3:00pm or 8:00am. Should there be a need to cancel after the evening classes have begun for any reason, we will do our best to call late evening participants. Please do call or check our Facebook/website should the weather be questionable.

***No make up classes are given if cancelled due to inclement weather.***

### **Cartwheels Progress Certificates**

Due to the shortened terms and class times we are offering this season, Cartwheels will not be evaluating or providing progress certificates. Our gymnasts will be encouraged with positivity and progress through skills to their fullest abilities/capabilities.

*Thank you for taking the time to read through our memo. We appreciate everyone's understanding and compliance of the rules/protocols Cartwheels has put in place to keep our members, families, coaches and staff safe.*

*Jenn Budgen and Patricia Murphy-Banna – co-owners, Cartwheels Gym Centre Inc.*