



My Gym COVID-19 RESPONSE & REOPENING PLAN

SEPTEMBER 1, 2020

Dear My Gym Family:

Over the preceding months, our lives have been disrupted by our efforts to slow and stop the spread of the COVID-19 pandemic. The disruption has been great, and we thank you for your patience as we endeavored to abide by state, local, and federal guidelines put in place to safeguard the health and well-being of all members of our community.

The following pages contain My Gym Children's Fitness Center's plan to reopen in the fall of 2020. We have taken special care to ensure that our plan aligns with the mission of My Gym and the development of your child.

Our plan is based on guidance provided by the Centers for Disease Control and Prevention, the Department of Public Health, and it places an emphasis on the steps we all can take to mitigate the spread of the virus. The nature of the COVID-19 pandemic has demonstrated that, as one community, we will need to be flexible in adapting and responding to changing conditions. This plan is subject to modifications as time, experience, and circumstances dictate.

The plan presented here for you is the work of our amazing team at Momentum Enterprises. I thank them for their contributions to this important work, and I thank you, our My Gym community, for your love and support. Together, may we continue to develop the children of the My Gym community.

With Gratitude,
Ryan T. Debin
Chief Executive Officer - The Momentum Enterprises



Covid-19 Response and Reopening Plan

The following plan addresses the needed policies and protocols for reopening My Gym Childrens' Fitness Center when it is deemed appropriate by The Momentum Enterprises in conjunction with state and local health authorities.

Ultimately, the success of our community at mitigating the spread of COVID-19 rests in the hands of each member of the community. Each of us must take the necessary steps to prevent the spread of infection so that the children may return to classes. Thank you in advance for your cooperation.

HEALTH & SAFETY CHECKLIST

The following areas are addressed by My Gym Children's Fitness Center "COVID-19 Response and Reopening Plan."

Facility Access

Hygiene

Protective Equipment

Physical Distancing

Cleaning and Disinfecting

Employees

Communication with Students, Parents, Employees, Public Health and Community

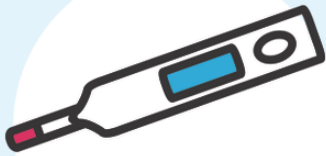
Parent Partnership

My Gym Live



VISITING MY GYM *with Your Health in Mind*

Before you come to My Gym, please ensure the following is true for all members of your household:



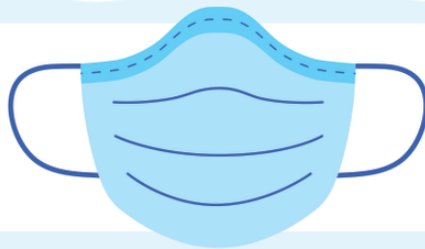
Temperature below
100F (37.8C)
(CDC Guideline)



NO signs of illness



NO known exposure
to COVID-19



Face coverings are
required for adults and
children ages 2yrs+

Social Distancing Policies

- Your temperature will be taken upon entering; it must be 100F or below to enter the facility.
- Observe social spacing for yourself and your child by staying 6 feet apart from others at all times.



WE ARE OPEN

...and we can't wait to see you!

Before you come to My Gym, please ensure the following is true for all members of your household:



Temperature
below 100F
(37.8C)



NO signs of
illness



NO known
exposure to
COVID-19

**Book your spot in
advance**
Call, text, or go online



**Face coverings are
required**

for Adults and Kids Ages 2yrs+

**Arrive no earlier than 5
minutes prior to your class**
We'll be hard at work cleaning



**Look for the
STOP or GO sign**



Thank you for waiting outside.



Welcome! Come on in.

Social Distancing Policies

- Your temperature will be taken upon entering; it must be 100F(37.8C) or below to enter the facility.
- Observe social spacing for yourself and your child by staying 6 feet apart from others at all times.

FACILITY ACCESS

My Gym will exclude any student, parent, caregiver, visitor, or staff showing symptoms of COVID-19 (reference CDC and CDPH guidelines for COVID-19 symptoms). Staff will discuss with the parent or caregiver and refer to the child's profile to identify a history of allergies, which would not be a reason to exclude.

My Gym will also monitor staff and children throughout the class for signs of illness.

To avoid larger gatherings, the following access to My Gym facilities will be implemented:

Children-- Entering Classes

- **Passive Screening.** Parents must screen students before leaving for My Gym. This includes:
 - Temperature check: ensure temperatures below 100.4 degrees Fahrenheit.
 - Observe for symptoms outlined by public health officials and to keep children at home if they have symptoms consistent with COVID-19 or if they have had close contact with a person diagnosed with COVID-19.
- **Active Screening.** My Gym will engage in symptom screening as children enter facility, consistent with public health guidance, which includes:
 - Visual wellness check.
 - Temperature check with no-touch thermometers. Staff will ensure temperatures below 100.4F (37.8C), ask all children and parents about COVID-19 symptoms within the last 24 hours, and ask whether anyone in their home has had COVID-19 symptoms or a positive test.
 - Thermometers will be properly cleaned and disinfected.
 - All children and accompanying adult must wash or sanitize hands as they enter My Gym.
- Hand sanitizing stations are available.

- **Class Drop-Off.** My Gym will provide supervised, clearly marked, sufficient points of access to avoid large gatherings.
 - Staff will supervise the entrance and exit of clients.
 - Before the start of class, all attendees will be asked to wait outside. Five (5) minutes before the start of class, the instructor will open the door and allow children and accompanying parents to enter. This will allow us to maintain reduced capacity.
 - **Face Coverings:**
 - All students aged 2 years and older are strongly encouraged to wear a face covering that properly covers the mouth and nose. A face shield is an appropriate alternative for children who cannot wear a cloth face covering properly.
 - Adults must wear a face covering at all times while in the facility.
 - See "SECTION 3- Protective Equipment" for detailed instructions on face coverings.

Children-- Exiting Classes

- After Class and Pick-Up. My Gym will provide supervised points of access to avoid large gatherings. Instructors at the door will provide entrance to the facility. All parents and guardians will be expected to retrieve their children and exit My Gym quickly, since other families will be waiting to enter the facility.
 - The door will remain locked during classes, and in between classes to allow time for cleaning.
 - Entrance will not be permitted to classes until 5 minutes before the class start time.
 - Parent Participation Class: Parents and children will be asked to collect belongings and exit quickly after class to allow us to clean the facility, and to maintain reduced capacity. The instructor will lock the door behind the last departing family, and then unlock the door 5 minutes before the next class.
 - Independent Classes and Camps: An instructor will open the door 5 minutes before the end of class so adults can pick up students. Adults will be asked to remain socially distanced while waiting to complete pick up.

Staff-- Entering My Gym

- Passive Screening. My Gym staff will self-screen before leaving for work (check temperature to ensure temperatures below 100.4 degrees Fahrenheit, check for symptoms outlined by public health officials) and to stay home if they have symptoms consistent with COVID-19 or if they have had close contact with a person diagnosed with COVID-19.
- Active Screening. My Gym will screen staff as they enter the facility, consistent with public health guidance, which includes:
 - Wearing a face covering while entering the facility.
 - Visual wellness check.
 - Temperature checks with no-touch thermometers (check temperature to ensure temperatures below 100.4 degrees Fahrenheit).
 - Ask all staff about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test.
- All staff will wash or sanitize hands as they enter worksites.
- Employees who are exhibiting symptoms will be excluded from the workplace, according to the instructions from My Gym Enterprises.

Symptomatic Children and/or Staff

- Children. If a child is symptomatic while entering class or during class:
 - Children or accompanying adults who have elevated temperature or other visible symptoms will be asked to reschedule that class.
- Staff. If a staff member is symptomatic while entering the facility or during the day:
 - Staff who have elevated temperature or other visible symptoms will not be permitted to instruct class that day.
 - A substitute instructor may fill in that day or clients may be contacted and classes rescheduled.

Miscellaneous

- Thermometers- My Gym Children's Fitness Center will utilize no-touch thermometers. Thermometers will be properly cleaned and disinfected.
- Children and adults are encouraged to use personal, refillable water bottles and not to share with each other. Water bottles should be taken home and cleaned daily. Snacks will not be provided during camps, parents will be asked to send their child with an appropriate snack or meal. MY GYM IS A NUT FREE FACILITY.

HYGIENE

My Gym Children's Fitness Center plans to address hygiene practices to ensure personal health and safety in facilities.

Handwashing

In accordance with CDPH and Cal/OSHA guidance and in consultation with local public health officials, My Gym Children's Fitness Center has developed a plan for handwashing that includes:

- Opportunities for students and staff to meet handwashing frequency guidance.
- Sufficient access to handwashing and sanitizer stations will be addressed through the addition of portable hand washing stations. This will minimize movement and congregations in bathrooms when possible.
- Hand sanitizer (with a minimum of 60 percent alcohol) will be available.
 - Students under age nine will use hand sanitizer under adult supervision.
 - Poison Control will be contacted if the sanitizer is consumed: 1-800-222-1222.
 - Note: Frequent handwashing is more effective than the use of hand sanitizers.
- Staff will be trained on proper handwashing techniques, including the following:
 - Scrub with soap for at least 20 seconds or use hand sanitizer if soap and water are not accessible.
 - Staff and children will use paper towels (or single use cloth towels) to dry hands thoroughly.
 - Wash hands when: arriving and leaving home; arriving at and leaving My Gym; after having close contact with others; after using shared surfaces or tools; before and after using restroom; after blowing nose, coughing, and sneezing; and before and after eating and preparing foods.
- Staff and children will be trained on proper PPE/EPG use, including the following:
 - Use tissue to wipe the nose and cough and sneeze inside the tissue.
 - Do not touch one's face or face cover

PROTECTIVE EQUIPMENT

My Gym plans to address protective equipment needs to ensure personal health and safety.

According to CDC guidance:

- Training and information will be provided to staff on proper use, removal, and washing of cloth face coverings.
- Face coverings will not be recommended for anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the covering without assistance.
- Cloth face coverings are meant to protect other people in case the wearer is unknowingly infected (many people carry COVID-19 but do not have symptoms). Cloth face coverings are not surgical masks, respirators, or personal protective equipment.

Staff Protective Equipment

- As recommended by the CDC, all staff will wear face coverings.
- My Gym Children's Fitness Center clients will be expected to provide their own appropriate face coverings. The facility will provide masks if he or she does not have a clean face covering available.
- My Gym Children's Fitness Center will provide other protective equipment, as appropriate for work assignments, such as for staff cleaning.
 - For employees engaging in symptom screening, surgical masks, and disposable gloves will be available.
 - For staff cleaning, equipment and PPE for cleaning and disinfecting will be available, including:
 - For regular surface cleaning: gloves appropriate for all cleaning and disinfecting.
 - My Gym's will be engaged in deep cleaning and disinfecting. All products must be kept out of children's reach and stored in a space with restricted access.

Face Covering Requirements & Protective Equipment

- Children aged 2 years old and older are strongly encouraged to wear a face covering, if it can be worn properly. A face shield is an appropriate alternative for children in this cohort who cannot wear a cloth face covering properly.

Face coverings must be worn at all times:

- While waiting to enter the facility.
 - While in the My Gym facility (except when eating or drinking).
 - While leaving My Gym.
- Parents must ensure their children are familiar with proper wearing of face coverings, and understand the risks associated with younger children wearing face coverings.
 - Persons younger than two years old, are exempt from wearing a face covering.
 - Cloth face coverings should be removed for meals, snacks, or when they need to be replaced. When a cloth face covering is temporarily removed, it should be placed in a clean paper bag (marked with the child's name and date) until it needs to be put on again.
 - Children and accompanying adults will be excluded from class if they refuse to wear an appropriate face covering. To prevent unnecessary exclusions, My Gym Children's Fitness Center will provide a face covering to children or adults who inadvertently fail to bring a face covering to class.

PHYSICAL DISTANCING

My Gym Children's Fitness Center plans to meet physical distancing standards within our facilities. In circumstances where sufficient physical distancing is difficult or impossible, all individuals, including staff and children, will wear face coverings that cover the mouth and nose consistent with public health guidance. To be clear, face coverings are not a replacement for physical distancing, but they will be used to mitigate virus spread when physical distancing is not feasible.

Six feet is the current minimum recommendation for physical distancing from the CDC. Future modifications in public health recommendations may alter this.

- To the extent possible, and as recommended by the CDC, My Gym will create smaller children/instructor classes. Children should be only accompanied by one adult. Siblings are discouraged unless they are able to be in a class.
- My Gym will post signage to direct attendees around the facility.
- My Gym has determined maximum capacity for attendees of each class while meeting six-foot physical distancing objectives. Non-essential equipment will be removed to provide additional space.
- Teachers will utilize procedures for movement into, around, and out of facility that allow students to maintain physical distance where practicable.
- My Gym will address physical distancing objectives as attendees arrive for classes, with markings around the lobby to indicate proper social distancing.

Staff

My Gym will devise a plan to help staff in their work environment to reduce the spread of the virus that includes:

- Staff are to avoid congregation in work environments, break rooms, staff rooms, and bathrooms.
- My Gym will avoid grouping staff together for training or staff development if possible. Training may be conducted virtually or, if in-person, distancing will be maintained.
- The schedules and duties/responsibilities of all staff members will be adjusted to accommodate new schedules and physical distancing strategies.
- In accordance with regulations and guidance, My Gym has evaluated all workspaces to ensure that employees can maintain physical distancing to the extent possible.
- Where possible, workspaces have been rearranged to incorporate a minimum of 6 feet between employees and students.

CLEANING & DISINFECTING

My Gym plans to meet cleanliness and disinfecting standards in facilities.

Overall Cleanliness Standards

My Gym will meet high cleanliness standards prior to reopening and will continue to maintain a high level during the year.

- In accordance with CDC guidance, children will avoid the sharing of toys, books, and other games.
- My Gym will limit stuffed animals and any other toys that are difficult to clean and sanitize. My Gym will close the ball pit use.
- In accordance with CDC, and in consultation with local public health officials, My Gym will develop a plan that includes:
 - Safe and correct application of disinfectants using personal protective equipment and ventilation recommended for cleaning.
 - Disinfecting surfaces between uses, such as: desks and tables, chairs, keyboards, phones, headsets, and copy machines.
- Disinfecting frequently—at least daily—high-touch surfaces, such as: door handles, handrails, drinking fountains, sink handles, restroom surfaces, toys, games, art supplies, instructional materials, and playground equipment.

- When choosing disinfecting products, My Gym will use those approved for use against COVID-19 on the Environmental Protection Agency (EPA) List N: Disinfectants for Use Against SARS-CoV-2 and follow product instructions.
 - To reduce the risk of asthma related to disinfecting, My Gym will aim to select disinfectant products on the EPA List N with asthma-safer ingredients (hydrogen peroxide, citric acid, or lactic acid).
 - My Gym will avoid products that mix these ingredients with peroxyacetic acid, sodium hypochlorite (bleach), or quaternary ammonium compounds, which can cause asthma.
 - My Gym will use disinfectants labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times.
 - My Gym will plan to do thorough cleaning when children are not present. After cleaning, My Gym will air out the space before children arrive.
 - My Gym will remove equipment used by any sick person and will not use the area before cleaning and disinfection.
 - If My Gym must close for in-person class due to the recommendation of county health officials, cleaning and disinfection will also take place prior to reopening.
 - My Gym will take steps to ensure that all water systems and features (e.g. drinking fountains) are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.
- Plan for Adequate Outdoor Air Circulation
- In accordance with CDC guidance, My Gym will ensure that ventilation systems and fans operate properly.
 - My Gym will maximize central air filtration for heating, ventilation, and air conditioning (HVAC) systems (targeted filter rating of at least MERV 13).

EMPLOYEES

My Gym Children's Fitness Center will engage employees on COVID-19 plans and provide necessary training and accommodations.

Staffing Ratios

- My Gym will ensure staffing levels are sufficient to meet unique facility cleanliness, physical distancing, children's learning, and health and safety needs to address COVID-19.

Staff Training

My Gym will provide staff training (or utilize state-providing training) on:

- Disinfecting frequency, tools, and chemicals used in accordance with the CDC guidance and OSHA regulations. (For staff who use hazardous chemicals for cleaning, specialized training is required.)
- Physical distancing of staff and children.
- Symptom screening, including temperature checks.
- State and local health standards and recommendations, including, but not limited to, the following:
 - Proper use of protective equipment, including information on limitations of some face coverings that do not protect the wearer and are not PPE but can help protect people near the wearer. Face coverings do not replace the need for physical distancing and frequent hand washing. Cloth face coverings are most essential when physical distancing is not possible.

Also include training on removal and washing cloth face coverings.

- Cough and sneeze etiquette.
- Keeping one's hands away from one's face.
- Frequent hand washing and proper technique.
- Confidentiality around health recording and reporting.
- Training for staff on clinical manifestations of COVID-19, pediatric presentations, and CDC transmission-based precautions.

Reasonable Accommodations

- My Gym will designate a staff liaison or liaisons to be responsible for responding to COVID-19 concerns.

COMMUNICATION WITH STUDENTS, PARENTS, EMPLOYEES, PUBLIC HEALTH OFFICIALS, AND THE COMMUNITY

My Gym Children's Fitness Center has planned a process for communicating updates to the community.

- Management will engage stakeholders, including families, staff, and partners in the community, to formulate and implement the plans in this checklist.
- My Gym will communicate to staff, children, and parents about new, COVID-19-related protocols, including:
 - Proper use of PPE/EPG.
 - Cleanliness and disinfection.
 - Transmission prevention.
 - Guidelines for families about when to keep children home from class
 - Systems for self-reporting symptoms.
 - The criteria and plan to close the facility again for physical attendance of children should it become necessary.
- My Gym has created a communications plan for the occurrence of a positive COVID-19 case.
 - The plan addresses My Gym's role in documenting, reporting, tracking, notifying, next steps, and tracing infections in coordination with public health officials and CDC criteria.

Identification and Tracing of Contacts

- If a child or staff member is confirmed to have COVID-19, My Gym will immediately notify local health officials. These officials will help administrators determine a course of action. My Gym will likely dismiss the exposed students and staff. This dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting My Gym and for custodial staff to clean and disinfect the affected facilities. My Gym will work with the local health officials to determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further the spread of COVID-19.
- An infected employee should consult with their health care provider immediately and follow the directives provided to them by their health care provider. The infected employee should follow CDC recommended steps, and not return to work until the criteria to discontinue home isolation are met, in consultation with healthcare providers and state and local health departments. Currently, the CDC's criteria for discontinuing home isolation require that the employee experience all of the following: (1) 3 days with no fever, (2) respiratory systems have improved (e.g. cough, shortness of breath), and (3) 10 days have passed since his/her symptoms first appeared.
- My Gym will review symptoms with employees and parents of children. Employees who have symptoms (i.e., fever, cough, or shortness of breath) should notify their supervisor and be sent home as soon as possible. Children who have symptoms should be kept home.
- Employees and children with an underlying medical condition, and who are concerned, should consult their health care provider.

Testing of Students and Staff

To ensure the safety of students and staff, surveillance testing be implemented. My Gym will test staff if they display symptoms, as testing capacity permits and as practicable. When a staff exhibits COVID-19 symptoms, the staff member will be sent home and testing will be recommended. Staff who need testing should either go to their health care provider or a state-operated or other community testing site. The Department of Managed Health Care has filed an emergency regulation to require health plans to pay for COVID-19 testing for all essential workers. In addition, tests are available at community testing sites throughout the state.

PARENT PARTNERSHIP

To assist My Gym Children's Fitness Center in mitigating the spread of the virus, parents can partner with the rest of the community by:

- Learning the proper way to take their child's temperature, purchasing a proper thermometer, and taking their child's temperature each morning prior to leaving for class.
 - If the child's temperature exceeds 100.4 degrees, the child should be taken to the doctor, and he or she must remain home from class.
- Conducting a passive screening of their child each morning prior to leaving for class.
 - Ask the child if they are experiencing any symptoms, such as difficulty breathing, cough, runny nose, etc.
- Teaching their child the proper way to wear a face covering, how to handle a face covering, and how to monitor one's health and wellbeing while wearing a face covering.
- Teaching their child the proper way to wash and sanitize hands, cover a cough or sneeze, and physical distance from others.
- Ensuring that children wear clean clothes and face covering each day that have been washed since last worn.
- Discussing with their child the expectations of what class will be like under conditions of COVID-19.

Virtual Learning Due to Closure

If it is necessary to close My Gym according to local health guidelines or in response to a state mandate, My Gym will do everything in its power to offer a Virtual Learning Program. This program will include:

- A regular, daily schedule of live class sessions for all ages.
- The use of supplemental video material.
- Attendance taken daily based on participation in live class sessions online. If class attendance is low, class may be cancelled in the future.

Virtual Learning Option

During on-site, in-person instruction, certain children may have legitimate reasons for participating in Virtual Learning. Examples include: medical conditions or the inability to quarantine from family members with underlying health conditions.