

**ALL STAR
CHEERLEADERS^{LTD}
COVID-19 ALERT
LEVEL 2
GUIDELINES**



ALL STAR CHEERLEADERS LTD COVID-19 ALERT LEVEL 2 GUIDELINES

SUMMARY

All Star Cheerleaders is a registered New Zealand limited company (Company Number: 1269328, NZBN: 9429036167845). All Star Cheerleaders Ltd ("All Star") is a controlled workplace. Our primary business is selling memberships. Our memberships permit customers to enter our premises and learn cheerleading skills in a team or class setting. Such teams or classes are run in facilities which are not open to the general public. Access to our facilities is controlled at the discretion of the Company Director and is monitored daily by our support staff via a centralised attendance system. Customers are taught cheerleading skills by trained, paid coaches in teams or classes with other customers of similar age and ability level. Customers may learn cheerleading skills for either recreational or competitive purposes, including high performance events such as World Championships. Customers in a team or class may change week to week in teams or classes set up for recreational purposes but are stable and consistent in classes with a competition or high performance focus. Staff, team members or customers taking classes for competition or high performance purposes are known to each other, often on a close interpersonal or familial level.

All Star is responding to the global pandemic known as COVID-19. In response to the pandemic, the New Zealand government has created different alert levels with commensurate restrictions that businesses and the general public must follow. The New Zealand government has announced that, on Thursday 14 May 2020, New Zealand will move down from alert level 3 to alert level 2.

At the time of writing these guidelines, the legislative basis for alert level 2 is yet to be passed into law by the New Zealand parliament, however, the New Zealand government has released what it terms "Golden Rules" for businesses and workplaces wanting to operate at this alert level. All Star has considered the "Golden Rules" for businesses wishing to re-open at alert level 2 and is confident it can comply with these rules at all times.

In the absence of the specific legislative instrument governing what is permitted at alert level 2, All Star acknowledges and understands its overarching legal obligations to ensure the safety of its staff and customers in a pandemic and takes this responsibility seriously. All Star's legal obligations are to comply with the Health Act 1956 (and any Orders made pursuant to it) together with the Health and Safety Act 2015.

As a business, All Star is not interested in just meeting its minimum legal requirements, but is also committed to following applicable business and industry guidelines. As a registered, New Zealand limited company, All Star follows the guidelines for business as set out by the Ministry for Business, Innovation and Employment in New Zealand ("MBIE"). MBIE have released specific guidelines for the safe re-opening of business in response to the pandemic COVID-19 for each alert level. All Star's guidelines for operation at alert level 2 are intended to mirror the MBIE guidelines set out for same in addition to following the guidelines set out by the Exercise Association of New Zealand.

By contrast, Sport New Zealand is a crown entity responsible for governing sport in New Zealand. Sport New Zealand is not responsible for governing the activity of cheerleading as it does not recognise cheerleading as a sport in New Zealand. Its guidelines are not applicable to All Star as a business or cheerleading as exercise or an activity. The guidelines as set by the Exercise Association of New Zealand are therefore best practise for the cheerleading industry in New Zealand.

Having taken into account all applicable legislation and guidelines available to it at this time, All Star is of the view that, under alert level 2, it is able to re-open in a way that is safe to do so to teams with consistent and stable membership that have a competitive or high performance focus where those customers are of an age that they are likely to be able to follow instructions and guidelines set for the safety of all staff and customers. All Star will continue to restrict its recreational membership and the membership of athletes not meeting the set age requirement to online based tuition to reduce the number of different groups of unfamiliar people sharing its facilities and increase the likelihood of strict compliance to its safety guidelines and procedures. All Star will continue to review its membership restrictions if and when changes are made by the New Zealand government to the alert levels and restrictions it may be subject to.

BACKGROUND ON COVID-19: WHAT WE KNOW

COVID-19 is caused by the SARS CoV-2 virus. In New Zealand, COVID-19 kills about 1-2% of those it infects, however, it is nearly three times as infectious as the seasonal flu. The risk of developing serious symptoms or death increases significantly with age and other health conditions like respiratory, cardiac, diabetic disease or high BMI's. Mortality rates can approach 20% for these at risk groups. While rare, it can also severely affect even young, healthy people including children. 80% of people will have mild or no symptoms. 15% will be moderate and may need hospitalisation. 5-6% will have severe symptoms, with some needing to be on a mechanical ventilator. COVID-19 is new to humans, so we have no immunity from prior infection to it. This is what makes the virus unpredictable.

SARS-2 virus can last on surfaces like glass, plastic and cardboard for up to two or three days but it is unlikely that virus on those surfaces would be infectious after much more than 48 hours as viral numbers drop to low levels by then.

THERE ARE TWO MAIN ROUTES OF INFECTION:

1. Respiratory (inhaled virus through the air).
2. Contact an infected surface with your hand and then touch your mouth, nose or eyes.

It is possible from 'sneeze studies' that some virus could be exhaled in small, light 'aerosol' type particles and remain airborne beyond 2 metres. The usual medical rule for transfer is that individuals need to have to be in close range (less than 2m) for more than 10 minutes to pick up virus through inhaled air (unless someone is spraying saliva as they talk, or are sneezing).

A vaccine for COVID-19 is unlikely in large quantities within 18-24 months. In the absence of a vaccine, some of the best ways to keep your immune system working well are getting enough sleep, staying physically active, and maintaining a healthy diet.

Note: This document incorporates many concepts included on the New Zealand Government website www.covid19.govt.nz the guidelines established by The Exercise Association of New Zealand for re-opening in alert level 2, the guidelines for businesses set out by the Ministry of Business, Innovation and Employment and the document Public Health Principles for a Phased Reopening During COVID-19: Guidance for Governors developed by the Johns Hopkins Bloomberg School of Public Health.

BACKGROUND ON ALL STAR'S MEMBERSHIP AND STAFF

All Star's membership is primarily made up of females aged 5-18 years. Its staff ranges in age from 16 to adult. Our membership and staff can be characterised as "young". It is important to remember this background against what we know about COVID-19: it can severely affect young healthy people, including children, however, this is rare.

ASSUMPTIONS

All Star has developed its guidelines and procedures making the following assumptions:

- All customers are treated as if they may have COVID-19
- Restrictions are likely to be in place for some time in New Zealand, and these restrictions will have an impact on the way exercise facilities and businesses like All Star operate
- The guidelines, procedures and decisions outlined in this document are based on best information as of 13 May 2020. Our guidelines, procedures and decisions may need to be reviewed and/or changed over time to respond to COVID-19.

OBJECTIVES

All Star's objectives are:

1. To provide a safe environment for staff and customers to return to taking classes at its premises that meets New Zealand Government standards and business/industry best practice guidelines.
2. To provide "trust and confidence" to the New Zealand Government, Worksafe New Zealand, our customers and staff that All Star takes its obligations in relation to the COVID-19 pandemic seriously and is taking all practicable steps to meet those obligations.
3. To provide transparency around the basis for re-opening entry to our premises to some customers and how we intend to keep all stakeholders safe.
4. To help our customers reduce their risk profile in relation to the virus by providing physical activity.
5. To support our customers mental wellbeing and social skills by providing safe ways to re connect with one another.

APPLICABLE MITIGATION MEASURES

There is no legislation which specifies the exact mitigation measures a business should implement to mitigate the residual risk of COVID-19 infection to individuals. Widely accepted mitigation measures which appear to be applicable to All Star and its ability to allow customers to take classes at its premises are:

1. **Physical Distancing** — wherever possible reducing physical contact between persons.
2. **Cleaning** — Having robust cleaning protocols that are well communicated.

All Star's operating procedures, guidelines and class syllabus have been amended to reduce physical contact between customers and between customers and staff to zero and a clear three step daily cleaning process created and communicated to both customers and staff.

APPLICABLE LEGISLATION

All Star is required to comply with the Health Act 1956 and any Orders enacted subsequent to it. Legislation pertaining to alert level 2 is yet to be passed into law. All Star intends to comply with this legislation once passed and undertakes to review its systems, processes, guidelines, and, ultimately any decision to operate at that alert level once it is enacted.

GOVERNMENT, BUSINESS AND INDUSTRY GUIDELINES

In lieu of the enactment of legislation, All Star has undertaken an assessment of whether it can operate its primary business safely in accordance with the rules and guidelines set out for business at alert level 2 by the New Zealand Government (www.covid19.govt.nz), MBIE (www.business.govt.nz) and [The Exercise Association of New Zealand](#)

The New Zealand Government's golden rules for businesses considering re-opening at alert level 2 are:

"Do everything you can to reduce the risk of COVID-19 transmission at work — we all have a part to play in keeping each other safe.

1. COVID-19 is still out there. Play it safe.
2. Most businesses can operate if they can do so safely. Alternative ways of working are still encouraged where possible.
3. Talk with your workers to identify risks and ways to manage them.
4. Ask everyone, workers, contractors and customers, with cold or flu-like symptoms to stay away from your premises.
5. Keep groups of customers at least 1 metre apart.
6. Keep contact-tracing records of anyone who will have close interaction (workers, contractors or customers).
7. Reduce the number of shared surfaces, and regularly disinfect them.
8. Wash your hands. Wash your hands. Wash your hands."

The Government also states All Star, as a business, can have customers on its premises if we can meet public health requirements. Meeting public health requirements looks like:

- Having good contact registers, or contact tracing records, in place to record everyone who you interact with on our premises
- Maintaining physical distancing of 1 metre between groups of customers, or 2 metres if not possible to keep contact tracing records
- Not having groups larger than 10 people
- Maintain a 2 hour time limit for customers to be on your premises.

All Star's operating procedures and guidelines for alert level 2 exceed what the government says we should do to allow our customers on our premises:

- Centralised attendance and customer record management system already in place which is monitored by head office support staff and the leadership team.
- Attendance limited to existing members and staff only. All contact details for these members and staff are in our centralised customer record management system.
- Customers will not be permitted to enter our premises in groups. Customers will enter as individuals. Physical distancing of 2 metres will be maintained between individual customers at all times. There will be NO contact between individuals in a premises except in an emergency.
- Grouping and allowing contact within groups is not allowed. Customers will enter as individuals and be required to stay in their designated square with their belongings for the duration of their class.
- No customers will be permitted inside the premises for more than 2 hours. Class duration is strictly limited to a maximum of 1hr and 50minutes.
- 20 minute gaps scheduled between classes designated two way entry/exits set up to prevent bottlenecks at all premises.

The government's alert level 2 guidelines indicate All Star could operate its business even where close personal contact would be required to deliver cheerleading instruction to our members provided we meet public health requirements. All Star has made a conscious decision not to return to delivering cheerleading instruction that would require close personal contact at this alert level as an additional precaution. Reducing contact intensity and contact between customers and staff to zero is supported by The Exercise Association of New Zealand guidelines as an acceptable method to minimise the risk of exposure to COVID-19. All Star plans to operate its classes with zero close personal contact between customers or between staff and customers by:

1. Removing stunting, basket tosses and pyramids i.e. all skills which would require physical contact from its "in gym" syllabus.
2. Not permitting the use of equipment or external aids to teach or develop skills e.g. crash mats, boulders, wedges, weights.
3. Not permitting the teaching or performance of new skills to minimise the risk of accidents or contact required due to mistake or error.
4. Requiring customers to stay in their grid square with their belongings for the duration of the class other than to go to the toilet or in an emergency e.g. fire

The key public health requirements are the same at Alert Levels 3 and 2. To re-open safely, that means All Star must maintain hygiene measures, including physical distancing, hand washing and regularly cleaning surfaces. That means, in addition to our comprehensive physical distancing policy and procedures, a deep clean will be carried out at all premises prior to re-opening, and, once open, All Star will be implementing a three step cleaning process:

1. Before class: Full floor vacuum
2. Inbetween classes: Wipe down all high touch surfaces
3. After classes: Disinfect all surfaces including spraying the floor

In addition to these cleaning procedures, all customers and staff will complete a brief health survey prior to being permitted entry into our premises. Customers and staff will also sanitise hands with provided sanitiser on entry and again before and after they use the toilet.

RISKS SPECIFIC TO A CHEERLEADING BUSINESS

All Star has identified additional risks specific to running its cheerleading business in relation to COVID-19:

1. Stunting, basket tosses, pyramids and traditional routine runs would involve customers from multiple bubbles exercising together with a high level of contact.
2. Respiration rates increase during activities in a cheerleading class, with a potential increased risk of spreading virus particles
3. Traditional elite cheerleading practises are 2hrs often immediately followed or preceded by an hour tumbling class meaning proximity to others (both staff and other customers) for prolonged duration – in some cases up to three hours of training
4. Shared equipment is common in tumbling classes
5. Very young customers may pose an additional risk in terms of not being able to comprehend risk and consequence and being able to adhere to our guidelines and procedures rigidly
6. Inexperienced customers may pose an additional risk in terms of being more likely to make errors which might result in staff being forced to come into physical contact with these customers e.g. preventing a fall or accident or caring for a customer in the event of accident or injury.

The mitigation strategies outlined in this document, our updated guidelines, operating procedures and syllabus take into account these business specific risks save for the unique issue posed by very young and inexperienced customers. In the spirit of "playing it safe" and ensuring both staff and other customers are protected and risks minimised to the best of our ability All Star believes its best mitigation strategy to respond to these risks is to continue to restrict these customers to attending classes online.

STAFF TRAINING AND IMPLEMENTATION

All Star has undertaken and set the below staff training and implementation/follow up procedures:

TRAINING:

1. Operating in Alert Level 4- Sunday 29 March 2020
2. Term 2 syllabus updates & ZOOM platform training- Monday 4 May 2020
3. Alert Level 2 preparation: proposed guidelines, operating procedures and syllabus updates
- Tuesday 12 May 2020
4. Confirmed alert level 2 guidelines, operating procedures and syllabus updates- Thursday 18 May 2020

All training is led by the Company Director and supported by content and contributions from the wider All Star leadership team.

FOLLOW UP AND COMMUNICATION WITH STAFF REGARDING IMPLEMENTATION:

The All Star leadership team meets daily with the Company Director between 10 and 11am.

All Star runs centralised daily huddles led by the General Manager at 3pm each day. All staff rostered to take classes on a given day are required to attend the daily huddle.

A daily communication update is posted between 12 and 2pm each day to communicate any changes required. These updates are recapped at the 3pm daily huddle for coaching staff.

CONCLUSION:

All Star is a privately held exercise activity business operating in a controlled workplace. Access is controlled via paid membership and services are delivered by paid professional staff. There is an established centralised attendance and customer record management system which is monitored by head office support staff to enable rapid contact tracing should that be required. In addition All Star can:

1. Implement accepted mitigation measures of individual physical distancing and robust cleaning protocols
2. Amend its syllabus to reduce physical contact to zero (save for emergencies)
3. Restrict membership of young and inexperienced customers to online tuition
4. Restrict admission to its premises to customers taking classes and staff only
5. Prohibit the use of shared equipment
6. Limit the maximum length of time a customer can be at its premises

The above guidelines, procedures and syllabus amendments All Star intends to implement, in our view, exceed current legal obligations together with government, business and exercise industry guidelines for exercise activity businesses to re-open safely in alert level 2.

All Star will undertake a test of its guidelines, procedures and amended syllabus with its most experienced, high level senior athletes at its North Shore and Christchurch based locations on Thursday 21 May 2020. A further review will be of our guidelines, procedures and syllabus will be undertaken by the leadership team in consultation with staff and customers on Monday 25 May 2020.

All Star intends to re-open in alert level 2 in accordance with its updated guidelines procedures and amended syllabus to its EliteCHEER customers aged 8 years and older commencing 25 May 2020. We intend to look at re-opening to Flips, Lifts & Dance, CheerSPORT and GymnasticTUMBLE classes and to young children aged 8 years & under on 2 June 2020.

SCHEDULE OF MATERIALS

RE-OPENING PLAN:

Updated: 13/05/2020

Your safety is our number one priority

WHEN IS ALL STAR REOPENING?

We are very excited to get back into the gym just as much as you are. But please hold on a little longer! We want to make sure that the environment you are going into is as safe as possible, so we'll be opening our doors Monday 25th May. We want to take next week (Week of 18th May) to test all of our systems and processes with our team under the new Level 2 restrictions, making sure that our gym will continue to be a safe place for you and for us. So, keep an eye out on your emails and get ready to start classes. We can't wait to see you in person again!

ARE THERE ANY CLASSES THAT WILL NOT BE HELD AT LEVEL 2?

In the short term until the Government relax's the guidelines around social distancing we unfortunately will not be running the following classes, these will remain virtual via zoom.

- Recreational classes remain virtual
- Mini, Tiny & Youth Elite teams remain virtual
- Any athlete under 7 is required to continue with zoom classes We are we not running these classes as we can not be confident that we can manage the social distancing of some of our younger athletes and we do not want to put other athletes or our staff in harms way. Likewise with our recreational classes the familiarity with our staff regarding our systems and disciplined training may not translate well in terms of social distancing. We hope to review this on the 25th May when we have more guidance from the Government.

WHAT IS ALL STAR DOING TO KEEP ME SAFE?

Everything we can. We have put in place extensive new systems & processes to ensure your safety. We are following the Orders and guidelines set by Ministry of Health, MBIE & the Exercise Association of NZ.

- Staggered start & finish times
- Separate Entry and Exits where venues allow
- People spacing upon entry
- Attendance taken on entry
- Health survey on entry
- Three phase cleaning
 - *deep clean start of day including vacuuming mats, high touch point sanitizing between classes and disinfecting all surfaces including the mats end of the day.*
- Limiting numbers in venue, 25 for 1 floor and 50 for Legacy & Fame.
- Physical distancing of approx 2 metres in every venue.
- 2 metres will be marked in grids on floors to ensure social distancing
- Floors will be marked with arrows in relation to toilets and shared spaces
- No equipment to be used except tumble track which will be cleaned after use
- Water drinking stations will be off. Please bring a full drink bottle & named
- Hand sanitisation stations available, hand sanitizing on entry, during and exit for all athletes.
- COVID-19 signage in the gym
- Some of our staff will be wearing masks/gloves
- Full training communication and education to all our customers and staff before re-opening

WHY CAN'T WE STUNT & PYRAMID?

We understand that you do not have to social distance at school and contact sport is allowed. However at All Star we feel an immense amount of responsibility to ensure we are not the cause of a second wave or cluster. So we want to be extra cautious to minimise any potential spread. We will review this at the start of June and watch for the Government as the relax social distancing measures we will do the same.

COMMUNITY SPORT IS LIMITING NUMBERS TO 10 WHY DO WE HAVE MORE THAN 10 IN OUR CLASSES?

We are not recognised by Sport NZ as a sport and are not governed by them. We are a business and fall under MBIE guidelines, we operate in a controlled business environment. The MBIE, MOH & Fitness Association of NZ guidelines advise that if we can operate with 2m social distancing, can contact trace, have strict cleaning policies and excellent hand hygiene practices then we can operate with up to 100 in our venues. We have exceeded all of the required guidelines and therefore within our business sector we are confident that we are providing a safe environment for our athletes and staff.

WHAT PERSONAL HYGIENE DOES EVERYONE HAVE TO FOLLOW?

We ask that every athlete takes responsibility for personal hygiene and also respects the space of others including:

- Washing / sanitising hands after going to the bathroom.
- Coughing and sneezing into your elbow.
- Keeping within your 2m grid box and refraining from going too close to the next person.
- Bringing your own sweat towel and using it when needed.
- Bringing your own filled drink bottle named and placed in the corner of your grid.
- Not sharing or touching anything not necessary to training.

DO I NEED TO WEAR A MASK/GLOVES?

The wearing of a mask is your choice and not mandatory. Some staff will be wearing masks and gloves. It is mandatory for coaches taking privates to wear a mask if they are spotting or within 2m of any athlete.

ARE YOU DOING ANY EXTRA CLEANING?

Yes, we will be. We have designed a three phase cleaning system to ensure all surfaces are cleaned thoroughly. Before class, during class and after class. Including vacuuming mats daily, high touch point sanitizing between classes and disinfecting all surfaces including the mats end of every day.

HOW WILL YOU DO CONTACT TRACING?

We will be using our CRM (Customer Relationship Management System) attendance portal. We will know all athletes & staff who have been in our gym and will be able to do rapid contact tracing should it be required by the Ministry of Health. We do ask however, if you think your information is out dated please advise us. Coaches will have access to all athletes details on our CRM system.

WILL SANITISING STATIONS BE AVAILABLE?

Yes, we will have athletes hand sanitize stations available throughout the venue. We will also sanitise before, during and after practice.

WHAT ABOUT PHYSICAL DISTANCING?

At Level 2, we will be marking the floors in approx 2m grids to ensure athletes stay socially distanced. As well as using floor marking and arrows to keep distance while moving around the venue. Plus we will be staggering class start and end times to allow a 20min buffer between classes to ensure there is no congregating.

COMING BACK TO THE GYM - WHAT WILL BE DIFFERENT?

Things will be slightly different to how they were the last time you were in the gym, as we need to ensure distancing and athlete number limits. We will not be stunting, running routines or doing pyramids at this stage. Nor will coaches be allowed to spot any skills. You will also notice the gym floor is marked into grids and other social distancing markers throughout the facility.

WHAT ABOUT YOUR STAFF?

Our staff have undergone training and will be abiding by all physical distancing. Coaches have been given scripts for the health survey on entry and the health & safety reminder to go through at the start of every class. Along with training on our new entry and exit system. We communicate with our staff daily and will advise and monitor all systems for updates or changes.

HOW WILL YOU LET PEOPLE KNOW ABOUT THE RESTRICTIONS?

We will be educating all our athletes on zoom over the next week before we re-open. As well as advertising our new guidelines extensively on social media and via email. And then before you enter the venue, you will see COVID-19 signage. And at the start of every class the coach will go over all the guidelines and remind athletes how to stay safe during class.

I'VE RECOVERED FROM COVID-19 – CAN I CAME BACK TO THE GYM?

If you have been off sick we will require medical clearance for you. You can then return to the gym as long as you follow all COVID-19 processes and protocols including personal hygiene expectations.

WHAT ARE THE HEALTH QUESTIONS I NEED TO ANSWER BEFORE ENTERING THE GYM?

1. Are you feeling sick or have any Flu like symptoms, cough?
2. Have you been in contact with a sick person recently?
3. Have you traveled overseas in the past 14 days?

WHAT WILL I NEED TO BRING TO THE GYM?

Please bring a filled water bottle with your name on it and your towel. We also prefer you come already dressed in your training gear as our changing rooms will be closed.

WHAT SHOULD I EXPECT THE FIRST TIME BACK?

Firstly, you are likely going to have to queue to enter the gym. Not a long wait hopefully, and we'll keep things moving as quickly and as safely as possible, but we will need to maintain physical distance and entrance protocols.

ARE OUR TRAINING TIMES THE SAME?

Our timetable has changed to allow for social distancing and to make allowance for our online classes that will still be continuing. Please check with your Coach or Gym Manager for your new hours.

WHAT ABOUT CHANGING ROOMS?

Changing rooms will be closed for the time being, please come dressed for training.

WHY AREN'T WE ALLOWED TO FILL UP OUR WATER BOTTLES?

With COVID-19 known to sit on surfaces and transfer through the air we are being extra cautious to minimise its potential spread.

WILL THERE BE CLASS NUMBER LIMITS?

Yes. We are working on the social distancing measurement of 2m so this means that on a full floor we can safely have up to 25 athletes in a class or our bigger gyms Legacy & Fame can have up to 50 athletes. We are working on approx 4sqm for each athlete and will be adjusting numbers based on floor space.

WILL I BE ABLE TO USE ALL THE EQUIPMENT I HAVE IN THE PAST?

No, we will not be using any equipment, except the tumble track.

WILL ALL STAR VIRTUAL CLASSES STILL BE HAPPENING?

Yes, we will still be running our Unlimited Class Package as well as any team zoom classes for athletes who can not attend.

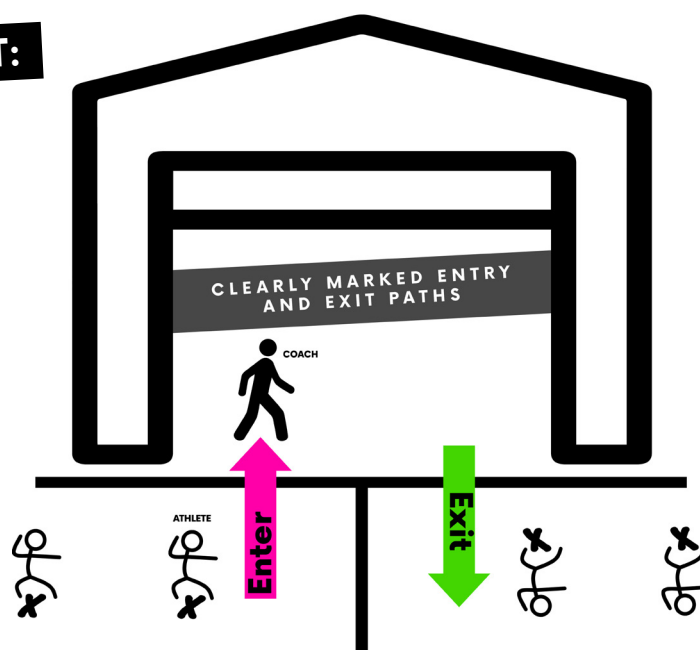
DO I HAVE TO COME TO CLASS?

No, you are more than welcome to attend classes virtually.

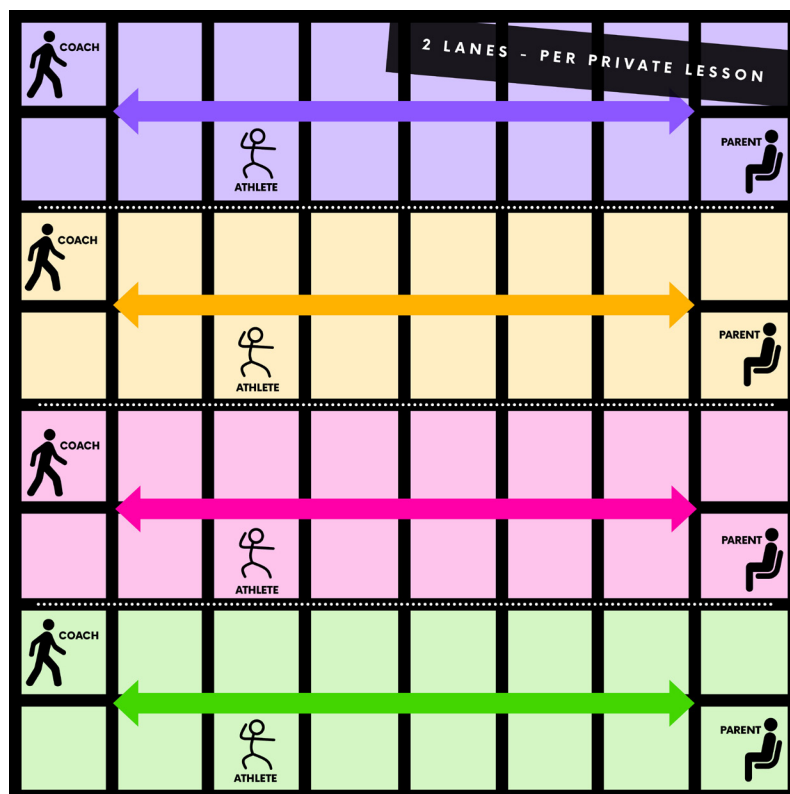
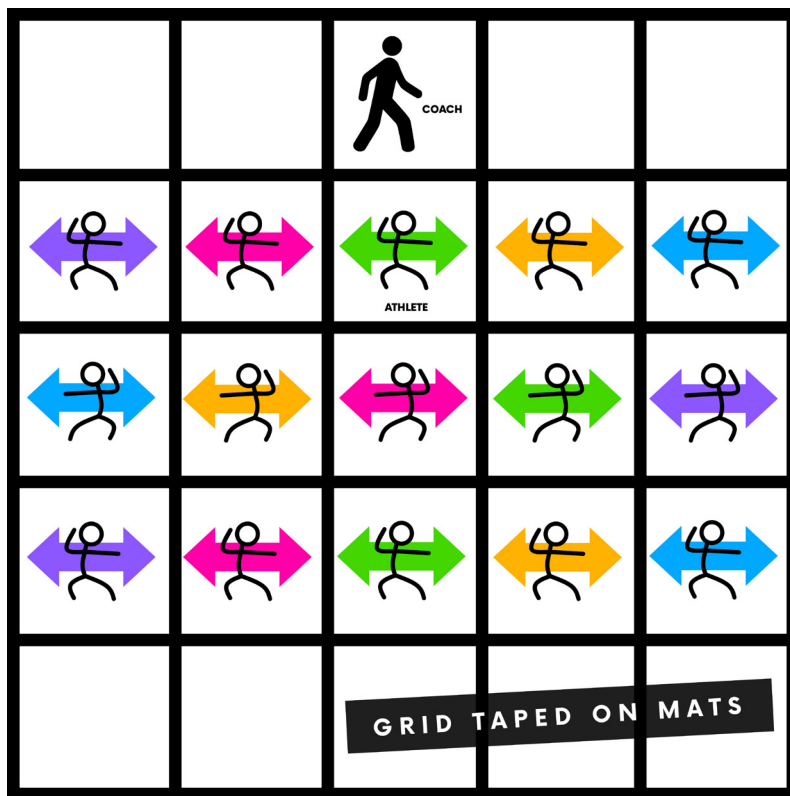
HOW WILL YOU MANAGE AN EXPOSURE OR SUSPECTED EXPOSURE TO COVID-19?

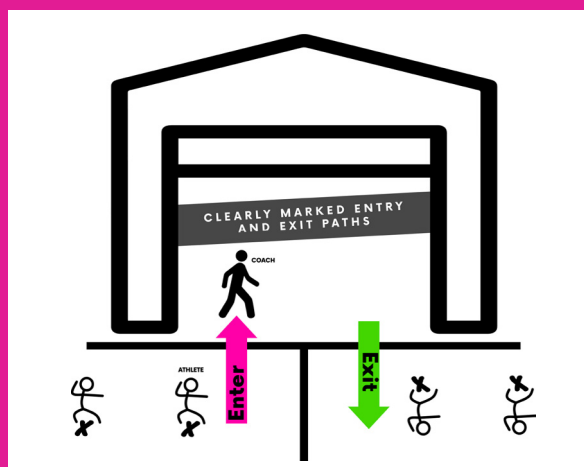
If any attendee or staff member has a positive COVID19 result we will follow all health guidelines, self isolate and close for a minimum of 72hours. We will immediately contact healthline and provide all contact tracing information. We will also advise all who attended venue and staff. If we have to close at short notice we will put signage up advising we are closed and direct people to MOH hotline. And ensure all athletes and staff have safe transport home and we will stay with all athletes until someone arrives to pick them up. Then we will do a deep clean of the venue including disinfecting all surfaces. Provide staff & customers with support and advise on contacting GP and or healthline.

ENTRY & EXIT:



VENUE:





PICK-UP & DROP-OFFS:

- Please drop off & collect from outside training venues.
- Parents please remain in cars.
- Staggered Start & Finish Times implemented.
- Separate entry and exit doors where venues allow.

HEALTH SURVEY & CONTACT TRACING:



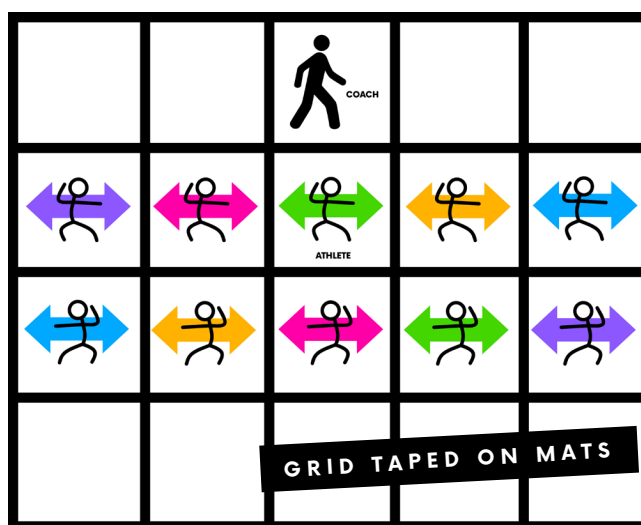
- Attendance taken on entry
– for contact tracing purposes.
- Health survey on entry
– flu symptoms, living with anyone sick or travel in past 14 days
– Sorry not able to attend.
- Anyone with flu symptoms sent home.
- If any attendee or staff member has a positive COVID19 result we will follow all health guidelines, close for a minimum of 48hrs start contact tracing and advise all who attend the venue.

SOCIAL DISTANCING:

- Numbers will be limited to 25 including staff per floor max.
(Limit: 50 at Fame and Legacy)
- 20 mins between practises to allow for class change overs.
- We will maintain social distancing of approximately 2m between everyone in the venue.
- 2m will be marked on floors to ensure social distancing during classes.
- Floors will be marked with arrows and lines to ensure social distancing in relation to toilets and shared spaces.
- Venues will be separated into zones if there are multiple classes in order to keep classes separated at all times.
- No congregating allowed by athletes, coaches, parents or staff in any areas including hallways, reception areas or outside facilities.
- All spectator areas closed.

ATHLETES:

- Please arrive changed
(changing rooms & lockers will be closed)
- Limit the amount of items you bring into the gym
- Please name water bottles
(these will be safely positioned during practice to avoid others & accidental sharing).
- Please take all belongings, do not leave anything behind.
- Sorry no social contact with anyone
– no hugs, high fives or hand shakes.
- If unwell or living with anyone unwell please stay home.
- If you have an underlying health condition
– you should not come to practice.



CLEANING:

- Deep clean daily will be done before classes.
- Hand sanitiser on entry & starting class after stunting and at end of the class.
- All commonly used areas, surfaces, handles and touch points will be cleaned & sanitised after each class.
- All waste and disposable PPE will be securely and safely disposed of.
- Cleaning & Sanitising equipment will be available in all areas.
- Athletes are asked to wipe down any surfaces they touch.
- Practice times changed to allow for cleaning between classes.

TRAININGS:

- Coaches to ensure that they maintain appropriate social distance from other coaches, athletes & staff.
- Coaches to amend their use of whiteboards so that athletes do not congregate around them.
- Coaches should try to avoid sharing equipment with others, including music, ipads etc.
- Coaches to sanitise any equipment after use.
- No stunting, basket tosses or pyramids.
- No equipment to be used except tumble tracks.
- No props, poms etc to be used.



TIMETABLING:

No customers will be permitted in the venue for more than 2hrs. Class duration will be limited to 1hr 50 mins. Classes will be staggered with a 20 minute gap in between to prevent the risk of congregation in combination with our two way entry/exit procedure.

ATHLETES:

- If you are unwell or living with anyone who is unwell, stay home
- If you have an underlying health condition, stay home, train online
- If you are aged 7 or younger, stay home, train online until 2 June 2020
- If you are a Flips, Lifts & Dance, CheersSPORT or GymnasticTUMBLE athlete, stay home, train online until 2 June 2020
- Athletes will complete a brief verbal health survey with a coach before being permitted entry into premises.
- Arrive changed
- Arrive on time, not early not late
- Limit the number of items you bring with you
- Bring a named water bottle only filled at home. No sharing water bottles or using cups from any kitchen facilities.
- Take all belongings home with you. Items left at the gym will need to be disposed of for safety reasons.
- Sorry no social contact with anyone e.g. no handshakes, hugs or high 5s
- Sorry no new skills or asking to be spotted for skills
- Sorry no stunting, basket tosses or pyramids

COACHES:

Coaches will complete a brief health survey with their manager before being permitted entry into premises

All Star has undertaken and set the below staff training and implementation/follow up procedures:

Training:

1. Operating in Alert Level 4- Sunday 29 March 2020
2. Term 2 syllabus updates & ZOOM platform training- Monday 4 May 2020
3. Alert Level 2 preparation: proposed guidelines, operating procedures and syllabus updates- Tuesday 12 May 2020
4. Confirmed alert level 2 guidelines, operating procedures and syllabus updates- Thursday 14 May 2020

All training is led by the Company Director and supported by content and contributions from the wider All Star leadership team.

health survey:

CAN YOU ANSWER YES TO ANY OF THESE QUESTIONS...

1. Have you or a family member been out of NZ in the last couple weeks
2. Do you feel sick? (coughing/sneezing)
3. Have you been in contact with anyone that has been feeling sick?

IF THE ANSWER IS *YES*, PLEASE RETURN HOME IMMEDIATELY AND NOTIFY YOUR COACH...



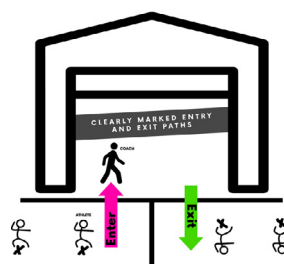
★ allstarsport.co.nz



Follow up and communication with staff regarding implementation:

The All Star leadership team meets daily with the Company Director between 10 and 11am.
All Star runs centralised daily huddles led by the General Manager at 3pm each day.
All staff rostered to take classes on a given day are required to attend the daily huddle.
A daily communication update is posted between 12 and 2pm each day to communicate any changes required. These updates are recapped at the 3pm daily huddle for coaching staff.

COVID-19 COACH CHECKLIST



VENUE CHECKS:

- ☐ Start of Day Cleaning Completed.
- ☐ All Social Distancing Marks Visible.
- ☐ Entry & Exit's Clearly Marked.
- ☐ Hand sanitiser & cleaning equipment in place.
- ☐ Final Venue Check Done – everything as it should be



ENTRY PROCEDURES:

- ☐ Staff member at entry point ready to greet athletes, take health survey and mark attendance.
- ☐ Athlete directed to hand sanitizer station and advised to take square on the floor.
- ☐ Coach to be waiting at the front of the floor as athletes arrive & help athletes find a square.
- ☐ Coach to go through health & safety rules enforcing social distancing guidelines.

HEALTH & SAFETY REMINDERS:

- ☐ No Contact – Sorry No Stunting, Pyramids, Hugs, High-Fives or Handshakes
- ☐ Stay in your square and avoid others next door.
- ☐ No more than one person at the toilet at a time.
- ☐ Use the arrows and marked spaces to ensure social distancing while moving throughout the venue.
- ☐ Cough or Sneeze into your elbow
- ☐ Wash and Sanitize hands often
- ☐ When practice is over athletes will be released one at a time by their coaches
- ☐ Must use personal labeled drink bottle



END OF CLASS PROCEDURE:

- ☐ Coach to wait at exit point for parents to arrive.
- ☐ Coach to call athletes off the floor and release them to their parent.
This will be done to avoid athletes and parents congregating.
- ☐ Another coach to stay on the floor with athletes to ensure social distancing guidelines are followed
- ☐ Remind athletes to hand sanitize on exit.
- ☐ Remind athletes to take all their belongings – nothing should be left behind.
- ☐ All high touch point areas to be sanitized between classes.
- ☐ Or if last class end of class cleaning to be completed



COVID-19 GYM CLEANING CHECKLIST



If you are rostered on for cleaning please complete & tick off the following. Please ensure you wear the provided gloves, masks are available if you would like them. And a reminder to ensure you maintain social distancing when cleaning.

BEFORE CLASS STARTS:



- ☐ **Vacuum** all floors
- ☐ **General tidy** including removing any clothing, loose items or other debris from gym
- ☐ Empty all **rubbish** bins
- ☐ **Sanitise** high touch surfaces, including door knobs, hand rails, etc.
- ☐ **Clean & Sanitise** Bathrooms
- ☐ **Mop/Disinfect** bathroom floors as well as any other high traffic hard surfaces (Entries, exits, offices)

DURING CLASS:



- ☐ **Sanitise** all high touch surfaces
- ☐ **Sanitise** & clean any equipment that may have been used including Tumble Trak, Trampolines.
- ☐ **Sanitise** & clean all staff equipment including:
ipads, music players, bluetooth speakers, white boards, marker pens etc

AFTER LAST CLASS:

- ☐ **Sanitise/Disinfect** anything that may have been used including all gym & staff equipment
- ☐ Put away any and all **equipment**
- ☐ **Spray Cheer Floors** with disinfectant and leave over night to dry



HAND HYGIENE:

Hand sanitise on entry, between stations and when going to or from the bathroom.