

## **COVID-19 Preparedness Plan for Full Circle Martial Arts Academy**

Full Circle Martial Arts Academy is committed to providing a safe and healthy martial arts training environment for all instructors and students as well as their families. To make sure to the best of our ability that we have a safe and healthy martial arts training environment, we have developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Master, Lead and Assistant instructors are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our martial arts community as well as the greater community as a whole. We require the full cooperation of our instructors, students, and families in this endeavor and through this cooperative effort, we can establish and maintain the safety and health of our martial arts community.

Our COVID-19 Preparedness Plan follows Centers for Disease Control and Prevention (CDC) and South Dakota Department of Health (SDDH) guidelines, federal OSHA standards related to COVID-19 and Executive Order 20-48, and addresses:

- Hygiene and respiratory etiquette;
- Engineering and administrative controls for social distancing;
- Cleaning, disinfecting, decontamination and ventilation;
- Prompt identification and isolation of sick persons;
- Communications and training that will be provided to instructors; and
- Supervision necessary to ensure effective implementation of the plan

### **Preventative Measures & Screening**

Instructors and students have been informed of and are encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess instructors' and students' health status prior to entering the martial

arts gym and for instructors and students to report when they are sick or experiencing symptoms.

- If you suspect that you have COVID-19, or you test positive for COVID-19 you will be asked to quarantine at home until the end of your symptoms or you receive a negative test result. All students will be asked to wear a mask the following week in class to help minimize the continued spread of the virus.

### **Handwashing**

- Instructors are instructed to wash their hands for at least 20 seconds with soap and water or sanitize with a hand sanitizer dispenser before, in between, and after every class.
- All students will be encouraged to sanitize their hands while in the facility. Hand sanitizer dispensers (that use sanitizers of greater than 60% alcohol) are at entrances and various other locations in the facility.
- Appropriate signage will be placed throughout the facility to remind instructors and students of the importance of frequent hand washing and hand sanitizing.

### **Respiratory Etiquette**

- Procedural masks will be worn by all instructors while teaching classes. Students who have recovered from COVID-19 will be asked to wear a face mask of their choice while training for one week.
- Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available to all instructors and students.

### **Social Distancing**

- The number of students and instructors allowed in the facility at the same time will be determined by CDC, state health department, and local health department recommendations.

### **Cleaning, Disinfection, and Ventilation**

- Regular housekeeping practices are being implemented, including routine cleaning and disinfecting of work surfaces, equipment, doors and handles and areas in the gym environment, including restrooms, dressing rooms, and the front desk.

- All payments (registration fees, monthly tuition, and equipment orders) will be facilitated via online electronic invoices to avoid the handling of any high transmission surfaces.
- Appropriate and effective cleaning and disinfectant supplies have been purchased and are available for use in accordance with product labels, safety data sheets and manufacturer specifications and are being used with required personal protective equipment for the product.
- The maximum amount of fresh air is being brought into the gym, air recirculation is being limited, and ventilation systems are being properly used and maintained.

## **Communications and Training**

This COVID-19 Preparedness Plan will be communicated via email, on the Full Circle Martial Arts Academy website, social media platforms, and in person to all instructors and students. Additional communication and training will be ongoing via online platforms and email.

Instructors will monitor how effective the program has been implemented by checking in with the students and their parents. Instructors will continue to work to regularly update training and implement new strategies as new needs become apparent. This COVID-19 Preparedness Plan has been certified by Full Circle Martial Arts Academy and was posted throughout the facility. It will be updated as necessary to make sure that current and updated CDC and state health department guidelines are being met.

Although Full Circle Martial Arts Academy is doing our best to eliminate the possible transmission of illness by setting out these requirements and guidelines, we cannot guarantee that transmission of any contagious virus or disease will not occur within the facility and as such should not be held liable for any act of transmission of a contagious virus or disease that may occur.

## **COVID-19 PREPAREDNESS POLICY RECEIPT ACKNOWLEDGEMENT**

I understand that any and all policies and practices may be changed at any time by FCMAA, and the company reserves the right to change class times, schedules, and policies at any time. All such changes will be communicated through official notices, and I understand that revised information may supersede, modify, or eliminate existing policies. Only the owner of FCMAA has the ability to adopt any revisions to the policies in this

preparedness plan.

Furthermore, I acknowledge that I have received the COVID-19 Preparedness Plan, and I understand that it is my responsibility to read and comply with the policies contained in this plan and any revisions made to it.

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Guardian Signature

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Date

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Guardian Name (Print)

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Participating Students Name (Print)

TO BE PLACED IN STUDENT'S FILE