



## Energy Pilates Fitness Yoga's COVID-19 Preparedness Plan

Energy is committed to providing a safe and healthy workplace for all our staff, members and guests. To ensure that, we have developed the following **Preparedness Plan** in response to the COVID-19 pandemic. All staff will be responsible for implementing this Plan. Our goal is to mitigate the potential for transmission of the COVID-19 virus in your studio, and we are all committed to take care of you.

Our staff are our most important assets. We are serious about safety and health and keeping our staff safe. Staff involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved all our staff in this process by adjusting the class schedule and reviewing the Covid-19 Preparedness Plan prior to implementation.

Our Plan follows CDC and Minnesota Department of Health Guidelines and Federal OSHA standards related to COVID-19 and addresses:

- Hygiene and respiratory etiquette
- Engineering and administrative controls for social distancing
- Housekeeping – cleaning, disinfection and decontamination
- Prompt identification and isolation of sick persons
- Communication and training that will be provided to all staff
- Management and supervision necessary to ensure effective implementation of the Plan

### **SCREENING AND POLICIES FOR ALL STAFF EXHIBITING SIGNS AND SYMPTOMS OF COVID-19**

All staff have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess all staffs' health status prior to entering the workplace and for staff to report when they are sick or experiencing symptoms.

Energy has implemented leave policies that promote that all staff stay at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household. Accommodations for staff with underlying medical conditions or who have household members with underlying health conditions will be implemented.

Energy requires all 1099 Independent Contractors and Employees who are exhibiting symptoms to notify the studio manager immediately and not come into work. If it is believed that an instructor or staff member is symptomatic while at the studio, they will be sent home immediately.

At this time, we err on the side of caution and any presumed cases will be treated as confirmed cases.

**If staff believes they have been exposed to someone that is exhibiting symptoms, or have tested positive with Covid-19:**

They are required to self-quarantine for 14 days and must not report to work during this time.

Energy has also implemented a policy for informing staff if they have been exposed to a person with COVID-19 at their workplace and requiring them to quarantine for the required amount of time.

Our studio manager, Samantha, will work with any exposed individual to clearly define the dates and times they were at the studio for 14 days prior and will notify any clients, staff, or third-party individuals they may have come into contact with, so that each can monitor their health and self-report accordingly. Anyone who believes they could be infected, will also self-quarantine at home for 14 days.

In addition, a policy has been implemented to protect the privacy of our staffs' health status and health information. No personal information will be given during notification.

**HAND WASHING**

Basic infection prevention measures are being implemented at our studio at all times. All staff are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift, prior to any mealtimes, and after using the restroom. All guests in our studios will be required to wash their hands prior to or immediately upon entering the facility.

**RESPIRATORY ETIQUETTE: COVER YOUR COUGH OR SNEEZE**

All staff are being reminded to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and avoid touching their faces, in particular their mouth, nose and eyes with their hands. We will dispose of tissues in the trash and wash or sanitize hands immediately afterward.

**SOCIAL DISTANCING**

Social distancing is being implemented in the studio as follows:

Class sizes will be limited to no more than 9 per class to allow a distance of 6 feet between all members and guests. We will also be allowing approximately 30 minutes between classes and

sessions in the same studio, to allow adequate time for cleaning and disinfecting of surfaces and equipment and the studio.

Only instructors and designated staff will be allowed into the equipment and storage rooms, to ensure we maintain the 6-foot social distance and reduce the risk of cross-contamination.

Front desk staff will be provided gloves and masks, and will wear said personal protective equipment to clean and disinfect. A fresh pair of gloves will be worn for each class/cleaning session.

All staff, members and guests are prohibited from gathering in groups and confined areas.

**HOUSEKEEPING**

Regular housekeeping practices are being implemented including routine cleaning and disinfecting of work surfaces, equipment, studios, offices, restrooms and other areas in the studio. Frequent cleaning and disinfecting will be conducted in high touch areas, phones, keyboards, touch screens, controls, door handles, railings, etc.

Staff are expected to spray a pre-diluted mixture containing enviro care neutral disinfectant on all equipment used, let sit for 2 minutes, and wipe down. Mats are to be sprayed with the same disinfectant and swiftered after each class. Lysol wipes will be used on stereo knobs and the microphone, if used.

Front Desk will wear gloves and assist the instructors in cleaning equipment using Enviro Care disinfectant. They will also wipe down all fixtures in the foyer, including but not limited to, door handles, light switches, bathroom fixtures, faucets, countertops, toilet handles and more.

### **COMMUNICATIONS AND TRAINING**

This plan was communicated to all staff on Monday, April 27 via email. Additional communication and training will be ongoing on a daily basis and provided to all staff who did not receive the initial training. All managers will monitor this hourly to ensure we have the safest and cleanest studio in the Twin Cities.

## Resources

### HOW TO PREVENT GETTING SICK

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/index.html>

### HAND WASHING

<https://www.cdc.gov/handwashing/index.html>

### RESPIRATORY ETIQUETTE: COVER YOUR COUGH OR SNEEZE

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

<https://www.health.state.mn.us/diseases/coronavirus/prevention.html>

[https://www.cdc.gov/healthywater/hygiene/etiquette/coughing\\_sneezing.html](https://www.cdc.gov/healthywater/hygiene/etiquette/coughing_sneezing.html) \

### SOCIAL DISTANCING

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.htm>

### HOUSEKEEPING

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cleaning-disinfection.html>

### SELF-CHECK: SYMPTOMS AND TESTING

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/index.html>

### IF YOU ARE SICK OR TAKING CARE OF SOMEONE WHO IS SICK

<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/index.html>