

evolution MARTIAL ARTS ACADEMY

evolutionMaa Standard Operating Procedures for Re-opening Clubs - 27/07/20

Introduction

Due to the worldwide Coronavirus (COVID-19) Pandemic, evolution Martial Arts has produced guidance for reopening.

Before returning to your club all evolutionMaa Students/Members will be required to read our new Standard Operating Procedures (SOP's). These SOP's will contain information for your wellbeing and the wellbeing of other Students/Members and families. These SOP's have been produced in an accordance with advice and guidance from the UK Government.

evolutionMaa will enforce all Policies and Procedures and any Students/Members found breaking any of the Policies and Procedures will be asked to leave the premises with immediate effect.
Policies and Procedures

1. Health

- To prevent the transmission of COVID 19 or other infectious illness (i.e. influenza) between Students/Members of evolutionMaa we have implemented new Policies and Procedures, which ALL Students/Members must follow. Instructor James Cockill is the designated COVID 19 Officer
- Any Students/Members with a new, persistent cough or fever must not come into their club and must inform evolutionMaa of your illness.
- Any Students/Members who lives in the same household as someone who has a new, persistent cough or fever (37.8 degrees in adults or 38 degrees in children) must not come in to their club and must inform evolutionMaa of your situation
- Any Students/Members who develops any signs or symptoms must self-isolate for a minimum of 7 days, and NOT come to their club
- Any Students/Members with a family member who develops any signs or symptoms must self-isolate for a minimum of 14 days, and NOT come to their club.

2. Arriving at any evolutionMaa academy.

- All Students/Members are to arrive at their club freshly showered wearing clean clothes or ideally ready to train.
- Students/Members will NOT be allowed to arrive straight from work.
- Students/Members to thoroughly wash/sanitise their hands immediately upon arrival on site in accordance with guidelines

- evolutionMaa will provide hand sanitiser at the clubs entrances (soap and water is preferable; however, 60% alcohol hand sanitiser is acceptable where soap and water is not practical) – Students/Members must use these facilities upon arrival as noted above
- evolutionMaa is to prohibit all non-essential visitors. Parents are advised not to stay and watch the session unless absolutely necessary
- evolutionMaa will monitor access points to enable social distancing and where practicable implement a one way in and out system
- evolutionMaa is to ensure that anyone waiting to enter has sufficient space to queue at least 2m apart
- evolutionMaa will use signs and/or cones, or marking tape to mark out 2m distance at entrance to club and other areas where Students/Members may need to queue or congregate
- evolutionMaa is to use signs to remind Students/Members not to attend if they or anyone they live with have any symptoms of COVID 19
- evolutionMaa is to regularly clean common contact surfaces in training areas, and access points
- evolutionMaa will reduce the number of people in attendance during any classes/sessions
- Students/Members will maintain a gap of at least 2m between each other unless essential for a specific training task – any such close contact shall be limited to the absolute minimum needed to complete the task
- Students/Members shall not shake hands or make other physical contact with each other or with other trades
- Students/Members must not pass each other food, or drink

3. During training

- Any Students/Members who develops a new, dry cough or fever must not come into their club and must inform evolutionMaa immediately and leave their club immediately to return home.
- Students/Members within their club shall always remain no less than 2m apart
- Any person leaving their class shall thoroughly wash their hands for at least 20 seconds or sanitise
- Anyone who coughs or sneezes should do so into a tissue that they immediately put in the bin – if no tissue is available, they should cough or sneeze into the crook of their elbow
- Non-essential physical training that requires close proximity or contact is prohibited
- Students/Members will always maintain a gap of at least 2m between each other
- Where training requires Students/Members to train in close proximity the task must be reviewed –if it is not essential to the training it must not go ahead.
- Training requiring skin to skin contact is strictly prohibited
- evolutionMaa will plan training sessions to avoid overcrowding and minimise the risk of infection – this may include reducing the number of people at the class
- Students/Members to wash or sanitise their hands after using any equipment. Lesson content will be devised to minimise the use of equipment
- Personal training equipment (pads, gloves) are NOT to be shared with other students/members. NO HORSEPLAY – anyone who coughs at another person, who touches them deliberately, or otherwise deliberately breaches these SOP's will be immediately asked to leave the club – this may result in your permanent removal from evolutionMaa.

4. Toilets / Welfare

- Try to ensure you have been to the toilet before your lesson commences
- Students/Members MUST thoroughly wash/sanitise their hands for at least 20 seconds before leaving the toilet in accordance with NHS guidelines
- Maximum capacity of Students/Members to be calculated by evolutionMaa or the sports centre, based on maximum number of people who can enter while remaining 2m apart. evolutionMaa will actively monitor this number and not to permit any more than the maximum capacity inside at any one time
- Students/Members must only enter the welfare facilities when essential (i.e. to use the toilet, wash hands, etc.)
- Students/Members are to place their own rubbish in the bin - do not leave rubbish anywhere
- evolutionMaa is to ensure all equipment is cleaned between each use
- evolutionMaa is to implement measures for monitoring compliance

5. Leaving the club

- Students/Members are to thoroughly wash their hands for at least 20 seconds before leaving in accordance with guidelines
- Students/Members are NOT to leave any clothes or training kit.
- As above, Students/Members to make their own way home unless unavoidable.
- All Students/Members must thoroughly wash their hands for at least 20 seconds immediately upon arriving home in accordance with guidelines – do not touch any family members before doing this
- It is advised that Students/Members get changed out of their training clothes immediately upon returning home
- Any water bottles, or similar should be thoroughly washed with hot soapy water before being reused

6. Training Families

- evolutionMaa will where necessary put students/members into small groups creating training families
- While in your training families social distancing still applies, unless you are doing a partner specific drill
- Once any partner drills are complete students/members are to wash or sanitise their hands
- Once student/members are part of a training family, they are to remain in that group.
- Personal training equipment (pad, gloves) are NOT to be shared with other students/members

7. Track and Trace

- evolutionMaa will keep an attendance log of all students/members.
- evolutionMaa will keep a log of all training families
- Should someone become ill, this information will be submitted to the appropriate authorities
- A register of all sessions will be kept

8. Declaration

I(PRINT NAME) confirm that I have read, understood and agree to follow these polices and procedures as well as UK Government's advice.

I will follow the rules set out in these documents and any subsequent versions of them, at all times while at any evolutionMaa club.

In addition, I confirm that (delete as appropriate):

- I AM / AM NOT a person deemed at increased risk
- I AM / AM NOT an extremely vulnerable person
- I DO / DO NOT live with a person who is deemed to be at increased risk
- I DO / DO NOT live with a person who is deemed to be an extremely person

I agree to follow any new policies and procedures implemented by evolutionMaa