



## KSTP Covid Wellness Policy

**POLICY NAME:** KSTP COVID-19 Wellness Policy  
**DATE OF ISSUE:** June 2020  
**DATE OF REVIEW:** October 2021  
**DATE OF NEXT REVIEW:** June 2022  
**CONTROLLING BODY:** KSTP Management

<p>Rationale and Purpose</p>	<p>This Policy applies to all members of Kachan School of Tumbling and Performance; employees, officers, administrators, volunteers, visitors coaches, judges, athletes and officials.</p> <p>This policy should be read in conjunction with the Covid-19 Safety Plan Members Handbook.</p>
<p>Statement of Commitment</p>	<ul style="list-style-type: none"> <li>• KSTP is committed to ensuring our staff, athletes and parents are safe.</li> <li>• KSTP is committed to following the Health Orders and guidelines from the NSW State Government, AIS, Gymnastics Australia and Gymnastics NSW.</li> <li>• KSTP is committed to an environment which is at the highest level of cleanliness.</li> <li>• KSTP is committed to provide clear guidelines to our families during the Covid period.</li> </ul>
<p>Objectives</p>	<p>The objectives of KSTP Covid Wellness Policy are to:</p> <ul style="list-style-type: none"> <li>• Provide clear guidelines of what KSTP will do to promote that the gym is a covid safe environment.</li> <li>• Be upfront with our members regarding any changes to this policy.</li> </ul>
<p>Roles and Responsibilities</p>	<p><b>Management</b></p> <p>The role of the management at KSTP is to implement this policy by:</p> <ul style="list-style-type: none"> <li>• Employ coaches and staff who are fully vaccinated or have a valid Covid-19 Vaccine Medical Contraindication form from a health professional</li> <li>• Ensure all athletes over the age of 16 years and adults entering the gym are fully vaccinated or hold a valid Covid-19 Vaccine Medical Contraindication form from a health professional</li> <li>• Ensuring coaches, staff, parents and athletes from 12 years wear a face mask while not exercising.</li> <li>• Implement and promote 'Drop, Train, Leave'</li> <li>• While we have 'Kiss and Drop' in place, ensure that a member of KSTP Staff are at the drop off zone at the front door to ensure children are safe.</li> </ul>

- To ensure we provide the marked space for athletes and coaches to adhere to the 1.5metre spacing requirement.
- Follow current guidelines regarding the capacity in the building
- Ensuring that equipment and the facility is cleaned to a high standard and recorded for auditing purposes
- Providing all members with access to this policy and other club information in an easy-to-read format on our website, email and available in the foyer of the gym.
- Ensuring that all coaches are trained and following the guidelines of what is expected at KSTP to follow the directions of the abovementioned.

### **Coaches**

The role of coaches at KSTP is to:

- Ensure they are following the guidelines as set out by KSTP.
- To space out our athletes in the required 1.5metre spacing.
- Keep the equipment clean by wiping over equipment in between use.
- Ensure athletes use hand sanitizer prior to entering the gym and before leaving at the end of their session.
- Limiting the use of hand spotting to necessity and safety based only.
- Use words to encourage instead of handshakes, high fives etc to avoid physical contact.
- Bring a clean mask to wear while coaching.
- Monitor children throughout class for any flu like symptoms and communicate any concerns with the front office.

### **Parents**

The role of parents at KSTP is to:

- Provide proof of vaccination if intending to enter the facility.
- Advise KSTP immediately if you or a member of your family have become a close or casual contact
- In the case where a child has missed a class due to a covid related matter, It is the responsibility of the parent to arrange a makeup class in a timely manner
- Read the communication from the club and understand the protocols in place.
- Not send your child if they have flu like symptoms or have been around someone in the home with flu like symptoms.
- Use the 'Kiss and Drop' space to avoid coming into the foyer.
- Respect and understand that front desk staff and coaches are following the guidelines provided to them, any questions, concerns, or complaints should be emailed through to [Rebecca@kstp.com.au](mailto:Rebecca@kstp.com.au)

	<p><b>Athletes</b></p> <p>The role of athletes at KSTP is to:</p> <ul style="list-style-type: none"> <li>• Bring a mask to wear if 12years and over.</li> <li>• Use hand sanitizer when arriving at KSTP and after going to the bathroom and when re-entering the gym.</li> <li>• Put shoes in the shoe rack and move to the marked bay as advised by a KSTP team member.</li> <li>• Wear socks during training, if needing to take off socks for tumbling put sanitizer on feet.</li> <li>• Follow the physical distancing guidelines in place.</li> <li>• Listen to your coach and follow all instructions.</li> </ul>								
<p>When an athlete is unwell – makeup classes</p>	<p>During such time until the Australian or NSW Government say otherwise, KSTP will adopt the revised policy on makeup classes for illness.</p> <ul style="list-style-type: none"> <li>• As per the NSW Health Order athletes should NOT attend class should they have flu like symptoms or a close or casual contact</li> <li>• Makeup classes will be offered within the term for classes where an athlete is unwell, as per the table below.</li> <li>• A credit will only be provided for missed classes when an athlete has been away with illness or injury for over two weeks and has a doctor’s certificate.</li> </ul>								
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<p>Administration and payments</p>	<p>Our administration team will be in the office, however as we are following the physical distancing guidelines, we ask that contact is made by email <a href="mailto:info@kstp.com.au">info@kstp.com.au</a> or phone 0435 155 834 rather than parents coming into the foyer.</p>								
<p>Drop, Train, Leave</p>	<p>As per the recommended guidelines from Gymnastics NSW, KSTP have adopted the Drop, Train, Leave method. This means</p>								

	<ul style="list-style-type: none"> <li>• Students are dropped off at the time of their class.</li> <li>• We will be adopting the Kiss and Drop method; parents are asked to park in a space until the coach is at the drop off point at the turning circle.</li> <li>• Parents and siblings are asked not to enter the foyer for social distancing (excluding KinderGym and Tumble Tots).</li> <li>• Students will need to come prepared for class, this means come dressed, bring clean socks, and a full bottle of water.</li> <li>• To ensure hygiene is at the forefront, students will put hand sanitiser on when entering the foyer, and between every apparatus.</li> <li>• At the conclusion of class, students will collect their belongings and put hand sanitiser on.</li> <li>• Parents are asked to place a sign with their child's surname on their dashboard.</li> <li>• Students will wait in the foyer with their coach, parents are asked to drive to the Kiss and Drop area and the coach will bring the student to the car.</li> </ul>
Contact tracing	<p>Anyone who is entering the facility is required to check in using the Service NSW App. Our class roles will allow us to know what athletes are in the gym for each session.</p>
Hygiene	<p>We will be taking the following measures to ensure good hygiene at KSTP.</p> <ul style="list-style-type: none"> <li>• All coaches and athletes are required to put on hand sanitizer before entering the gym.</li> <li>• Masks will be worn by coaches, staff, students from 12 years and parents who enter the gym.</li> <li>• Instructions on how to correctly rub in hand sanitizer and wash hands are placed in the bathrooms and at sanitizing stations.</li> <li>• Clean socks must be worn inside the gym, and when going to the toilets shoes must be put on. If an athlete is needing to take their socks off for tumbling, they are required to put sanitizer on their feet.</li> <li>• Common areas such as doors, tables, the front counter, chairs, bathrooms will be wiped over daily. Where there is increased traffic in the gym, we will wipe down door handles more regularly.</li> <li>• Coaches will wipe over high touch equipment after each rotation.</li> <li>• Equipment will be sprayed and wiped over regularly.</li> <li>• Carpets will be vacuumed regularly</li> <li>• A log sheet is ticked off upon cleaning.</li> </ul>
Notices	<p>KSTP have placed posters in prominent places around the foyer and inside the gym to remind all members to adhere to the guidelines. The posters include.</p>

	<ul style="list-style-type: none"><li>• Stay home if unwell</li><li>• Mask wearing is mandatory.</li><li>• Drop, Train, Leave</li><li>• Athlete drop off and pick up points in the car park</li><li>• Physical distancing</li><li>• Reminder to sanitize and clean hands and feet</li><li>• Correct procedure to cough (into bent elbow)</li><li>• Arrows and markings on social distancing</li></ul>
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