

PRIVATE & PUBLIC GYM SOP

Health and Hygiene



Gym staff health and hygiene

1. Gym staff who have a fever or other symptoms of COVID-19 should be instructed to stay home. ($>37.5^{\circ}\text{C}$)
2. Maintain an adequate supply of paper towels, soap and hand sanitizer to allow staff to practice proper hand hygiene.
3. Gym staff should take these steps:
 - Record daily body temperature upon arrival at work (recorded daily)
 - Wash and sanitize hands upon arrival at work
 - Wear a mask at all times

Athlete/user health and hygiene

1. Athletes/user who have a fever or other symptoms of COVID-19 should be instructed to stay home. ($>37.5^{\circ}\text{C}$)
2. Each athlete/user must only use the same equipment during the entire duration of their training in the gym. (for example, one athlete/user with one set of dumbbells and one set of rubber bands)
3. No sharing of equipment is allowed during the entire training session
4. Once the training session is over, each athlete/user has to clean and disinfect the equipment that has been used and placed back into their original place.

Entrance/Allowance



Gym user entrance and allowance

1. The number of people allowed in the gym depends on the size of the gym. The recommended space allocated for each person in the gym is $3\text{m} \times 3\text{m}$ (9m^2). For example, if the gym 100m^2 , only 10 person are allowed to be in that gym at one time.
2. Users must undergo temperature scanning prior to entering the gym (all temperature will be recorded in a log book for reference) – Done by gym staff or a warden to monitor the user complying to SOP.
3. Users are required to enter the gym once and exit once during the entire duration of their training (avoid contamination from the outside)

GENERAL GUIDELINES

Check in Procedures



Gym entrance

- Temperature taken upon entering gym premises
- Sanitization of hands upon entering gym premises
- Name registration upon starting gym session

Hygiene Procedures



Contact surfaces

- Surfaces include door handles, counter top, tables, chairs
- Equipment include cardio, strength, free weights, mats and loose fitness equipment
- Changing room include shower cubicles, toilets, urinals, wash, basin, mirrors, tap handle and lockers
- Minimum 3 times sanitization per day

Disinfection

- Hand sanitiser must be provided at entry point
- Alcohol solutions with at least 70% alcohol or diluted household bleach solution
- 1/3 cup bleach per 3.8L water (follow MOH guideline)

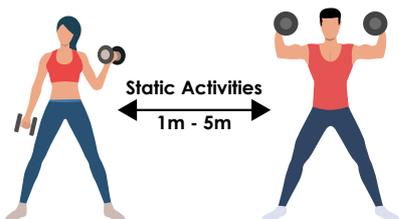
Gym staff, athletes and user

- Use of surgical mask encouraged, but not during high intensity activity
- Member to sanitize hands upon entry and exit
- Enforce personal hygiene and respiratory etiquette

Assurance

- Cleaning schedule in place to ensure regularity
- Cleaning checklist or log to govern hygiene quality

Social Distancing



Access management

- Gym management to predetermine user capacity at any one time
- All users entering the gym will be registered upon entering the gym and temperature taken

Member flow

- Directional signage to guide athletes and coaches safely around the premise
- Signage to show no gathering zone
- Signage to indicate standing area when queuing

Gym floor

- Pin loaded and cardio equipment to be arranged at least 1m-2m apart
- Close or sign any equipment that cannot be used due to space constraints
- Signage to remind members social responsibility for high traffic areas

No gathering before and after using the gym (Train and get out as soon as they are done)

Toilet and changing room

- Only one person to enter toilet at one time.
- Hands must be washed and sanitized after using the toilet
- No one is allowed to use the changing rooms at all times

Waiting area/Lobby/Eating area

- No one is allowed to be at the waiting area/lobby/eating area at all times
- No one is allowed to eat food in the gym at all times