

Covid-19 Safety Re- opening Plan

Industry: Gym & Fitness Center

Address: 242-05 Northern Blvd. 2nd fl, Douglaston, NY
11363

Tel: 516-870-8200 | yogajourney.ny@gmail.com

Owners: Debra Junio & Nina Li

Site Safety Monitor:

Central Point of Contact:

Please direct all questions and concerns about this Safety Plan, including its implementation and compliance to Nina Li (yogajourney.ny@gmail.com).

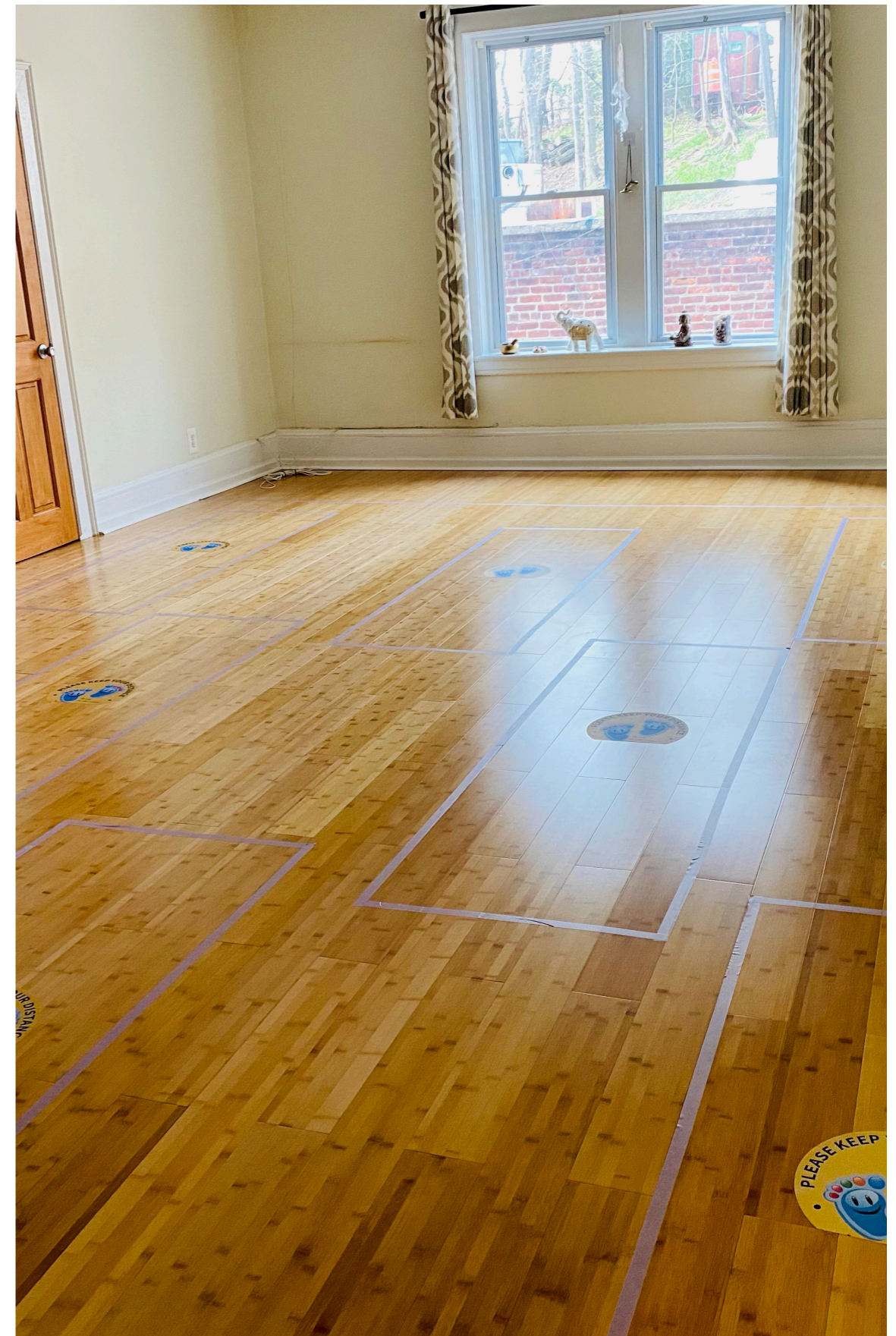
This safety plan is established in compliance to the New York State DOH “Interim Guidance for Gyms & Fitness Centers During the Covid-19 Public Health Emergency” as of March 25, 2021.



I. People

Physical Distancing

- Studio capacity is reduced to maximum of 8 student each class.
- A distance of at least 6ft is to be maintained at all times.
- The lobby area is rearranged to allow more space and better traffic flow. Maximum of two students and one instructor are allowed in lobby at the same time, and all signing-in and purchasing transactions are contactless to ensure social distancing.
- Bathroom is for private use only.
- Students are asked to bring their own private mats and props. Studio mats and props are not available for now.
- Only one instructor will be at the studio for each class. An additional staff or teacher may assist remotely as needed.



II. Places

A. Studio Improvement

- AC: a MERV-13 filter was installed by a certified professional to ensure our central HVAC system filtration meets the highest rated filtration.
- Lobby:
 - Common area is reorganized to allow more empty space and social distancing during students signing in and finishing up after classes. A maximum of three people can be in the lobby at the same time to ensure social distancing at all times.
 - All transactions are cash free and can be performed contactless.
 - Automatic hand-sanitizer dispenser is provided in the lobby.
 - Shoe racks and clothes hangers are provided with spacious distance for students to store personal belongings in a non-congregated way.
- Bathroom: automatic soap dispenser is provided. The area and high touch surfaces are to be sanitized every two hours of studio opening time.
- Signage: Signs on the walls and floors help reminding of safety precautions. Markers on classroom floors to ensure proper separation of yoga mats and social distancing.
- Wi-Fi and live streaming service: we upgraded our high speed wi-fi with Verizon and installed live streaming devices so that each live class will be streamed on Zoom for students who cannot come into the studio, and also make it possible for the teacher to utilize two classrooms at the same time for better air circulation and student spacing.



B. Protective Equipment

- All teachers are provided with Yoga Journey three-layer cloth reusable masks and extra disposable masks at the studio. Face coverings must be cleaned or replaced after use and may not be shared. When damaged or soiled, masks shall be disposed in the capped bathroom trash bin or safely stored away with personal belongings. Clean or unused masks should be stored in the closet away from common area.
- Teachers are encouraged to limit the sharing of objects or touching of shared surfaces; when it is necessary to be in contact with shared objects or frequently touched areas such as performing duties of signing-in, cleaning and sanitizing, disposable gloves are provided. Teachers are encouraged to wear gloves or, sanitize or wash hands before and after contact.

C. Hygiene and Disinfection

We comply with the CDC and DOH guidance on cleaning and disinfection of our studio facility.

- Hand hygiene stations: touchless hand soap station is provided in the bathroom. Touchless hand sanitizer station is provided in the common lobby with >60% alcohol hand sanitizer. Signages are posted for reminder of proper hand hygiene.
- Capped receptacles are placed in common areas for disposal of soiled items.
- Studio mats and props are not to be shared at this moment. Students are required to bring their own mats and props. The studio is making an effort with vendors to help students purchasing mats and props at reduced price.
- Food and beverage are prohibited inside studio. Students are encouraged to bring their own water for hydration. Bottled water is available for purchase at studio lobby. Sharing is strictly prohibited.
- Regular cleaning and disinfection of common areas, including the private bathroom, and high touch surfaces between classes. A maximum of 2 hour studio usage is allowed between cleanings. If soiled or heavily used, cleaning and disinfection shall follow immediately.
 - Sanitizing sprays and wipes identified as effective by EPA against COVID-19 are provided for disinfection.
 - Soap and cloth are provided for cleaning soiled surfaces and sweeping floors.
 - Disposable gloves are provided for teachers and staffs protection.
- Studio iPad and other electronics are to be sanitized between use by different teachers.
- Disinfection and Reopening at time of suspected or confirmed COVID cases:
 - Close off areas used by the person suspected or confirmed to have COVID-19.
 - Open doors and windows for better air circulation.
 - Classes will be cancelled for the rest of day and the following day.
 - After 24 hours of the notice of the incident, clean and disinfect all areas used by the person suspected or confirmed to have COVID-19.
 - Studio will reopen to classes on the day following the cleaning and disinfection.
 - If more than seven days have passed since the person suspected or confirmed to have COVID-19 used the facility, no additional cleaning is necessary. Continue with routine cleaning and disinfection.

D. Phased Re-opening

Yoga Journey is adapting a two-phase reopening plan.

- First phase (soft reopen) is scheduled to be on May 3, 2021. During the time, at most two classes can be scheduled for each day with a minimum two hours apart; a staff will be remotely standing by for assistance and monitoring the compliance of all protective protocols; one classroom is opened and the other serves as private room.
- Second phase is tentatively scheduled to be determined when both classrooms will be open for group practice. Going forward, classes will be scheduled with a minimum 30min apart to allow cleaning and disinfection.

E. Reduced Class Schedule

- All classes will be limited to 60 minutes or less.
 - To ensure social distancing, classes will be capped at 8 students in each class.
 - There will be a minimum 30min buffer between the end of one class and the start of another in each practice room to enable us to clean and disinfect high touch areas as well as reduce congestion in common areas.
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 - To ensure social distancing, classes will be capped at 8 students in each class.
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F. Communication Plan

- Yoga Journey affirms that we understand and will implement the state- issued guideline regarding COVID-19 safety.
- Yoga Journey Reopening Safety plan including Communication Plan will be posted and updated on our website. A hard copy will also be posted in the studio.
- Newsletter regarding reopening safety plan and process will be emailed to all current students.
- Signs are posted throughout the studio to remind of proper hygiene, social distancing rules, appropriate use of PPE, and cleaning and disinfecting protocols.
- Zoom trainings are to be performed one week ahead of reopening on studio safety plan, including but not limited to cleaning and disinfection protocols and communication plans. Make up training and one-on-one overview will be available for teachers and staff who does not attend the initial training or needs more assistance.
- All group usage (2+ people) needs to have pre-registration and is strictly recorded via Tula software.
- All teachers and staff must immediately notify Yoga Journey if they are diagnosed with COVID-19 or were exposed to a confirmed or suspected COVID-19 case. Students are also urged to do likewise. All medical information will be kept strictly confidential.
- If a teacher or staff tests positive for COVID-19, state and local health departments will immediately be notified by studio owners, Debra Junio and Nina Li, and Yoga Journey will cooperate with contact tracing efforts, including notification of potential contacts of students, teachers and staff who had close contact with the individual, while maintaining confidentiality required by state and federal law and regulations.
- Yoga Journey will email all individuals who came into close contact with a confirmed or suspected COVID-19 case. (Close contact is 15+ minutes of exposure to an infected person within a 24 hour period, coming within 2 days of that person's diagnosis or onset of symptoms.) The emails will instruct recipients to self-isolate at home and contact their health care provider to discuss the appropriate next steps.

III. Process

A. General

- New York state guidelines mandate that face covering is required at all times within the studio. Yoga Journey reusable cloth face masks can be purchased at the studio. Wash and clean reusable masks daily. Bring extra masks to replace those that get wet or dirty. If you have a medical condition that precludes wearing a mask, you may use a face shield, although it may not provide sufficient protection. Extra disposable masks are provided at studio as well. Bandanas, buffs and gaiters are not acceptable substitutes for masks under NY State guidelines. For more information on appropriate mask, visit <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html>
- Completing a health screening is also mandated by New York State guidelines before coming to the studio each time. You must pass the screening to be allowed to come to the studio. A link to the screening form will be emailed to each student upon class registration. Teachers are encouraged to save the link for ongoing screening submission. The screening form is urged to be filled out and submitted electronically. As a last resort, a hard copy can be filled upon arrival at the studio lobby. The Health Screening consists of a few yes or no questions. If you answer yes to any of the questions, you must not enter the studio. The information collected will be electronically stored and kept confidential. Yoga Journey abide by state guidelines regarding reporting.



- Full name, address and phone number is collected electronically for use in contact tracing effort. Such collected data are strictly kept confidential and for the sole purpose of COVID -19 contact tracing as required by the New York State. We will NOT publicly disclose the identities of any infected individuals, as well as those who were potentially exposed.
- Temperature is taken for all entering the studio. If your temperature is 100F or higher, you will not be allowed to enter the studio and please stay home and rest.
- Yoga Journey will maintain the sign-in data for a minimum period of 28 days and make such data available to state and local departments upon request.
- Debra Junio is designated as central point of contact. She is responsible for receiving and attesting to have reviewed all questionnaires. An individual shall contact Debra via yogajourney.ny@gmail.com if later is experiencing COVID-19 related symptoms.
- Nina Li is designated as site safety monitor. She will be responsible for overseeing Yoga Journey's continuous compliance with all aspects of the site safety plan.
- Returning to studio after you are suspected of COVID exposure or confirmed of COVID-19 infection:
 - If you develop COVID-19 symptoms, you may return to the studio once:
 - At least 10 days have passed since your symptoms first appeared.

AND

- You have been fever-free for 24 hours without the aid of anti-fever medicines.

AND

- Your other symptoms have improved.

- If you do not develop COVID-19 symptoms, you may return to the studio if:

- At least 14 days have passed since your suspected exposure.

OR

- At least 10 days have passed since you first tested positive for COVID-19. Please consult your doctor or medical provider before ending any COVID-19 isolation and resuming normal activities.

- Yoga Journey urges all to:

- Stay home if you are feeling sick. Rest and speak with your doctor.
- Quarantine if you have recently been in a state with significant community transmission of COVID-19, pursuant to the DOH travel advisory at <https://coronavirus.health.ny.gov/covid-19-travel-advisory>
- Adhere to physical distancing signs and instructions.
- Practice good hand hygiene.
- Cover your mouth and nose at all times.
- Report symptoms of or exposure to COVID-19 according to III.D. Incident Response.

B. For Teachers

- a. Teachers are asked to comply with all general process requirement. You can wear the face mask of your choice. A yoga journey three layer cloth face mask is provided for you free of charge.
- b. For each class, the instructor is to arrive 30 min ahead of class start time. Signing-in starts 15 min before class. Teachers are encouraged to finish class dismissal and follow up cleaning within 30 after class. In total, each shift shall be about 2 hours or less to further reduce risk of exposure.
- c. The instructor will sign in students contactless using iPad. Cash is not accepted at the studio. All payment shall be via credit/debit card.
- d. Teaching a class:
 - i. A/C is to remain on at all times for ventilation. (Weather permitting, windows are open to allow better air circulation and shut closed before closing the studio.)
 - ii. Place your mat in the slot in the front of the room.
 - iii. Live stream your class via Zoom.
 - iv. You must wear a mask while teaching the class.
 - v. Watch students for signs of distress due to their face masks.
 - vi. Do not to pace around the room. Try to stay on your mat or designated teaching area.
 - vii. Please avoid hands-on adjustments. Verbal cues are encouraged for students' safety and better alignment.
 - viii. Please avoid teaching breathing techniques that forceful inhalation or exhalation.
- e. After each class, remind the students that sanitizers are available for cleaning their mats and props. After all students left, the instructor is to sweep the classroom floor and disinfect the bathroom and lobby area with sanitizing wipes or sprays, including high touch surfaces such as faucets and doorknobs. For more information, please refer to studio *cleaning and disinfection protocols*. Complete an entry in the Cleaning Log, as required by NY State guidelines.

C. For Students

- Online registration is required for all classes. No walk-ins allowed at this moment.
- Students are encouraged to fill in the screening form electronically at least one hour before class. If such form is not accessible, a paper copy will be provided at studio upon your arrival.
- Please arrive about 10-15mins before class and refrain from lingering and socializing after class. Please limit the conversations with the instructor be class related only and all is welcome to reach out to our studio and teachers via phone calls and emails for any questions and comments. (Yes, we miss the

hanging out with our students after classes very much. But now let us do the right thing to protect each other and our families.)

- Please bring you own mat and props. Studio mats and props are not available at this moment. All students are encouraged to bring your own water. Bottled water is available at studio for purchase using credit card. Cash is not accepted.
- When leaving the class, please be mindful of social distancing and avoid congregation in the lobby area.

D. Incidence Response

- Anyone who arrives at the studio exhibiting COVID-19 symptoms will immediately be turned away. If someone becomes ill with COVID-19 symptoms during class, the teacher shall:
 - Stop the class immediately, and
 - Allow the symptomatic person to be isolated in the room until others have evacuated and then he/she can leave if no ambulance is needed.
 - If the symptomatic person needs medical assistance, immediately call 911.
 - Contact Debra Junio.
 - Begin a calm and orderly evacuation of the studio.
 - The teacher should wait outside the main entrance while everyone else goes home.
- The teacher or staffer waiting outside the main entrance should lock the door after the symptomatic person has left the building.
- All teachers and staff must immediately notify Yoga Journey if they are diagnosed with COVID-19 or were exposed to a confirmed or suspected COVID-19 case. Students are also urged to do likewise. Yoga Journey will treat all medical information confidentially.
- All known COVID-19 cases at the studio are required to be reported to the appropriate public health agencies, in accordance with state and city guidelines.
- We will also assist contact tracers in locating people who may have been exposed at the studio. We will identify and email all individuals who came into close contact with a confirmed or suspected COVID-19 case. (within 2 days of the confirmed person's diagnosis or onset of symptoms.) The emails will instruct recipients to self-isolate at home and contact their health care for assessment and testing.

IV. Reference Information

- New York Forward Reopening Webpage:
<https://forward.ny.gov/>
- DOH COVID-19 Webpage:
<https://coronavirus.health.ny.gov/home>
- CDC COVID-19 Webpage:
<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>
- CDC guidance on “symptoms of Coronavirus”
<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
- CDC travel advisory
<https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>
- [Cleaning and Disinfecting Your Facility | CDC](#)
- [Workplaces and Businesses | COVID-19 | CDC](#)
- DOH “Interim Guidance for Public and Private Employees Returning to Work Following COVID-10 Infection or Exposure”
https://coronavirus.health.ny.gov/system/files/documents/2020/06/doh_covid19_publicprivateemployeeereturntowork_053120.pdf

Stop the Spread of Germ

Accessible version <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/symptom-screening.html>

Help prevent the spread of respiratory diseases like COVID-19

