# **Campus Recreation & Wellness SuRF Center Reopening Plan**

#### This plan consists of key guidelines and procedures that Campus Recreation & Wellness will implement to provide a healthy and safe environment for all patrons visiting the SuRF Center as well as student staff working at the SuRF Center. These policies were created following the Kentucky governor’s “Healthy at Work” requirements for fitness centers. Further details and in-depth procedures will be made available in a more extensive supporting document.

## **Facility Modifications & Physical Distancing Procedures**

*The following guidelines will be implemented to maintain physical distancing inside the SuRF Center:*

1. ***All stationary*** ***fitness equipment*** (including, but not limited to, treadmills, benches, platforms, power racks, cable machines, and ellipticals) ***will be spaced at a minimum of six (6) feet apart*** as measured from the main operation of each specific piece of equipment. ***Certain pieces of equipment will be closed*** to ensure six (6) feet of distance between active machines.
2. ***The facility will limit the number of visitors present to a maximum of 33% of occupancy,*** excluding employees. Each separate area inside the facility will operate at the following capacities (see reasoning on supporting document):
   1. Lobby: **8 people** max (based on university capacity formula)
   2. Restrooms: **3 people** max (based on # of stalls/urinals)
   3. Weight Room Area: **38 people** max (based university capacity formula)
   4. Free Play Courts: **20 people** max (57-person capacity for scheduled activities and events)
   5. Indoor Tennis Courts: **50 people** max (126-person capacity for scheduled activities and events)
   6. Outdoor Tennis Courts: **50 people** max (based on both varsity athletics Tennis teams’ rosters plus coaching staff and KY outdoor activity guidelines)
3. Microsoft Teams Bookings ***software will be utilized to reserve both individual cardio machines and schedule facility access*** at peak times in the day or when at capacity.
4. ***The use of common areas will be discouraged*** by removing all lobby furniture, closing off personal lockers and shower stalls in both restrooms, and discontinuing the use of the water fountain and vending machines.
5. ***Patrons will be discouraged from exercising in groups*** by limiting the number of attendees in group fitness classes, closing off both free play courts to group activity and ball transfer sports (unless specifically reserved by a varsity athletics team for a sanctioned practice), and enacting a “No Guest” policy.
6. ***Contact will be minimized between employees and patrons*** by discontinuing all equipment rentals and towel service, encouraging contactless payments, and installing plexiglass barriers at the front desk.
7. ***Traffic flow will be modified throughout the facility*** to include designated entry and exit points for the fitness center and all common areas.
8. ***Satellite SuRF Center locations will be set up in and around Residence Halls***that will house some cardio machines and limited workout equipment. These satellite locations will be located in Terzo Lounge, Primo Classroom, and Anniversary Rec Room.

## **Facility Cleaning Procedures**

*The following guidelines will be implemented to ensure stringent cleaning and disinfecting procedures:*

1. Student staff will ***regularly disinfect exercise equipment*** by utilizing a cleaning schedule that consists of wiping down equipment hourly.
2. ***Routine cleaning and sanitization*** of all common areas and other frequently-touched surfaces will be provided by Facilities Management Services on a predetermined schedule.
   1. While Athletics camps are in session, FMS will add an additional time slot to its schedule during the week (Monday through Friday) between 4:00 pm and 5:00 pm to clean and sanitize the common areas and restrooms.
3. ***Facility hours will be reduced*** to accommodate daily and after-hours facility-wide cleaning:
   1. Phase 1, July 13-August 13: The facility will be open Monday through Friday from 5:00 pm to 9:00 pm and Saturday from 12:00 pm to 5:00 pm. The facility will be closed on Sunday.
   2. Phase 2, August 14-TBD: The facility will be open Monday through Thursday from 9:00 am to 9:00 pm and Friday from 9:00 am to 7:00 pm with an “Early Hour” from 8:00 am to 9:00 am for high-risk individuals Monday through Friday. The facility will be open Saturday and Sunday from 11:00 am to 7:00 pm.
   3. Phase 3, TBD: The facility will be open Monday through Thursday from 8:00 am to 10:00 pm and Friday 8:00 am to 8:00 pm with an “Early Hour” from 7:00 am to 8:00 am for high-risk individuals Monday through Friday. The facility will be open Saturday and Sunday from 11:00 am to 7:00 pm.
4. ***Additional disinfectant wipe stations, hand sanitizer stations, and cleaning supply stations will be provided*** at key locations in the facility to encourage personal hygiene and the routine sanitization of all equipment.

## **Facility Signage & Communication**

*The following guidelines will be implemented to provide patrons with important and accurate information:*

1. ***Conspicuous signage will be placed at all entrances and throughout the facility*** alerting staff and patrons of the required occupancy limits, physical distancing guidelines, and our PPE policy. Signage will inform both employees and patrons about good hygiene and new facility policies.
2. ***Frequent digital communication*** will be provided to the Bellarmine community via social media and focused email announcements about our new operating procedures and the steps being taken by our department to prevent COVID-19 transmission.

## **Patron Health & Safety**

*The following guidelines will be implemented to support patron health and safety:*

1. ***Patrons will be required to undergo temperature checks*** administered by a student staff member upon arrival at the facility. No patron with a temperature above 100.4° will be allowed access to the facility.
2. ***Patrons will be required to wear face coverings when entering and exiting the facility*** as well as in all common areas, such as the lobby and restrooms. Patrons are strongly encouraged to wear personal protective equipment (PPE) including a face covering when working out, although they are not required to do so while actively exercising.
3. ***An “Early Hour” will be established on weekdays*** (Monday through Friday) for those patrons who are considered high-risk individuals. According to the CDC, this includes people aged 65 years and older as well as people of all ages with underlying medical conditions, including the immunocompromised. (This accommodation will be offered starting in Phase 2 of our reopening beginning on August 3rd.)
4. Patrons will be strongly encouraged to:
   1. ***Properly wash and/or sanitize their hands*** upon arrival at the facility.
   2. ***Wipe down all exercise equipment immediately before and after use*** with the provided disinfectant wipes.
   3. ***Bring their own personal mats, towels, and other equipment*** as appropriate.
5. ***The “lost and found” bin will be eliminated.*** All items left in the facility will be disposed of or given to the Public Safety Office in the case of valuables (e.g. wallet, phone, keys, etc.).
6. ***Contact tracing protocol will be put into place.*** A Bellarmine University ID card is required to enter the facility by swiping through a turnstile. The information collected via this entry system will include the first and last names of those entering the facility, which will be documented along with the date they entered each patron utilizes the facility. The university will conduct contact tracing using this information if necessary.

## **Student Staff Health and Safety**

*The following guidelines will be implemented to protect the health and safety of our student staff:*

1. Student staff will be required to ***wear a face covering*** ***while working*** and required to ***wear both a face covering and gloves while cleaning***.
2. ***Physical distancing will be maintained among student staff while at work*** by stationing one student staff member at the front desk, another student staff member inside the fitness center, and a third student staff member on a cleaning rotation.
3. Campus Recreation & Wellness will ***provide in-depth training for student staff*** on how to effectively enforce new facility guidelines and operating procedures as well as all cleaning and disinfecting procedures.
4. ***Student staff will be required to undergo daily temperature and health checks***. These checks may either be self-administered at home or administered prior to workplace entry.