

The following policies, practices and conditions are set forth to incorporate guidance from the Centers for Disease Control and Prevention (CDC), the Minnesota Department of Health (MDH), and the federal Occupational Safety and Health Administration (OSHA) into our daily practices at the Kokoro Wellness Center.

Knowing that eliminating all risk is impossible, Kokoro Volleyball is committed to providing an environment that is as safe and healthy as reasonably possible for all coaches, athletes and families. To that end, we have developed the following Safety Procedures and Preparedness Plan in response to the COVID-19 pandemic. We will continually monitor the COVID-19 pandemic; and as it evolves the below policies and procedures will be modified. Any changes to the policies and procedures will be sent in writing to all coaches and families.

By continuing with Kokoro Volleyball for the remainder of the 2019-20 season all adults and guardians of minors assume ALL risks associated with participation including but not limited to exposure to COVID-19. Exposure to COVID-19 can lead to temporary or permanent health consequences and death.

Club Directors, coaches, athletes and families are all responsible for implementing and complying with all aspects of the policies and procedures in this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our facility, and that requires full cooperation. Kokoro Volleyball's staff is charged with enforcing the policies and this plan during their scheduled training times, with Kokoro Volleyball's directors responsible for further disciplinary actions. **All coaches, athletes and guardians will be required to sign the "Assumption of Risk and Liability Waiver" on page 5 of this document as assumption of risk, waiver of liability, understanding of and agreement to comply with all aspects of the below Safety Procedures and Preparedness Plan. Any violations by athletes can result in revocation of facility usage privileges with no refunds given. Any violations by coaches can result in termination.**

Club directors, or an appointed staff member, will be on site at all times to ensure compliance.

Section 1.01 Facility Layout via Zones for Social Distancing

- 1) Kokoro Volleyball will NOT be open for public use. No parents, siblings, spectators or any additional individuals will be allowed in the building.
- 2) Kokoro Volleyball will be physically divided into zones with separate entrances and separate restrooms. Once in the facility, individuals will not be permitted into other zones.
- 3) The below details, as well as the attached photo, will indicate zoning areas.
 - a) Zone 1 (Volleyball Court): Approximately 9,000 square feet. Maximum 11 athletes with 2 coaches. (675 sq ft+ per person)
 - b) Zone 2 (Volleyball Court): Utilized as a free zone; only in use for practice when additional social distancing limitations lift. While zone 2 is utilized as a free zone it will have two netted dividers that prevent access to coaches, athletes and volleyballs onto other courts. (5000 sq ft)
 - c) Zone 3 (Volleyball Court): Approximately 9,000 square feet. Maximum 11 athletes with 2 coaches. (675 sq ft+ per person)
 - d) Zone 4 (ETS): Approximately 4,000 square feet. Maximum 10 athletes with 1 coach. (350sqft+ per person)
 - e) Zone 5 (Common area and ChiroWay Office): Approximately 2,000 square feet. Currently open to ChiroWay staff and ChiroWay clients. ChiroWay is following all Covid-19 Safety Procedures in place for chiropractic service providers. Should you also be a client of ChiroWay and want to get adjusted before or after practice, you must enter and exit building per this COVID-19 Safety Procedure and Preparedness Plan. There will be no crossing into other zones during your time at Kokoro Volleyball. (650sqft+ per person)
 - f) Zone 6 (Storage area behind kitchen): Quarantine area for any coach or athlete that enters with temp or begins not feeling well during practice/ETS. (200sqft+)
- 4) Zones 1, 3 and 4 will be open for scheduled 1-hour or 1.5-hour time periods. After each time period, the space will be emptied and all equipment, floors, restrooms and touched surfaces will be cleaned prior to allowing coaches and athletes to enter for the next scheduled practice. 30 minutes has been scheduled before and after each practice to allowing for athlete/coach departure and cleaning.
- 5) Restroom use will be limited to "emergency" use only. (If you absolutely cannot wait until you get home to use the restroom it would be considered an emergency) All coaches and athletes are asked to utilize the restroom prior to arriving or after leaving the facility. If emergency restroom use is required, Kokoro's staff will clean after each use.
- 6) Social distancing signs will be displayed at Kokoro Volleyball along with appropriately labeled zones.

West

North

East

South

1 FIRST LEVEL PLAN

ETS
Access Point

entrance

entrance

Zone 3
practice

Free Zone
Zone 2
divider

Zone 1
practice

Quarantine
Zone 4

Quarantine
pick up

Zone 4
ETS

Zone 5
drive

restroom

FIRST LEVEL PLAN

SHEET
NO. A1.1

NORTH ST. PAUL
COMMUNITY CENTER

NORTH ST. PAUL MN



BRW

BERNARD, ROBERT, WOLFE, JARVIS, GARDNER, INC.
100 HUNTER SQUARE, 700 THIRD STREET S., MINNEAPOLIS, MN 55415 612-330-0750

ARCHITECT
TRANSPORTATION
ENGINEERING

ENCLOSURE

Section 1.02 Procedure for Pre-Arrival, Arrival and During and After Practice

PRE-ARRIVAL

- 1) Coaches, athletes and families will be required to watch a hand washing video to ensure the proper process is implemented including turning off the water without potentially re-soiling hands.
- 2) Kokoro will also provide videos to demonstrate athlete procedures upon arrival as well as cleaning procedures implemented.

ARRIVAL

- 3) Coaches and athletes will be allowed entrance into Kokoro Volleyball 5-minutes prior to their scheduled session; absolutely NO earlier.
- 4) Coaches and athletes are required to enter at their assigned zone door (located on the south side of Kokoro Volleyball or northwest side for ETS). Coaches and athletes will NOT be admitted if they attempt to enter through a non-assigned door. Keep in mind the main entrance is ONLY for chiropractic services. Coaches and athletes are absolutely not allowed to enter through that entrance unless they are seeking chiropractic care. If chiropractic care is received coaches and athletes must then exit the facility through the main entrance and enter through their assigned zone door for practice or ETS.
- 5) All doors will be open and labeled appropriately at Kokoro Volleyball and within the practice schedule google document.
- 6) All coaches and athletes will be asked to wear masks for the duration of their time at Kokoro Volleyball. Only approach your assigned zoned door when you have been directed to do so by Kokoro Volleyball club director or staff member AND when your mask is securely in place. If you do not have a mask, one will be made available to you. DO NOT congregate outside your zoned door. Stay in your car until you are asked to enter.
- 7) Coaches and athletes will be greeted by an assigned Kokoro Volleyball staff member who will document attendance and temperatures of all athletes and coaches.
- 8) Coaches and athletes entering Kokoro Volleyball will be required to leave all extra items including bags, purses, additional clothes, shoes and all other personal items locked in their car. Be sure to take normal precautions including locking valuables in the trunk or out of sight in a vehicle that does not have a trunk. It is recommended to leave all items of value at home. Exit your vehicle ready to practice or train. If an athlete drives themselves to practice or training, they are required to place their keys and driver's license in a Ziplock bag next to their water bottle. Kokoro Volleyball will supply Ziplock bag.
- 9) Once in the gym all coaches and athletes will be directed to an assigned location within their zone and wait to be released in groups of two to proceed to zoned restroom to wash hands and arms. This process will continue by twos (two go; two return; next two go) until all athletes and coaches have completed hand and arm washing.

Example Assigned Location (marked out on floor) – Line up in your jersey # box; leave keys and water bottle in your assigned jersey # area

1	2	3	4	5	6	7	8	9	10	11
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- 10) Athletes attending ETS will enter through the glass doors located on the northwest side of Kokoro Volleyball. Doors enter directly into the ETS space and will be labeled appropriately. ETS will have areas that are labeled, then assigned upon entry for training to ensure proper social distancing.
 - a) If an athlete will be attending ETS immediately after their scheduled practice they will be escorted by their coach from their designated zone, out of the building and into ETS's entrance. If an athlete will have a space of time between their practice session and their ETS session they will be required to leave the facility and wait in their car prior to entering ETS at their scheduled time. Kokoro Volleyball is not responsible for supervision during this time. If it is raining, athletes will be led through the kitchen while avoiding contact with the other zone's participants.
 - b) If an athlete will be attending practice immediately after their scheduled ETS session they will be escorted by ETS staff from ETS, out of the building and into their practice zone's entrance. If an athlete will have a space of time between their ETS session and their practice they will be required to leave the facility and wait in their car prior to entering their practice zone's entrance at their scheduled time. Kokoro Volleyball is not responsible for supervision during this time. If it is raining, athletes will be led through the kitchen while avoiding contact with the other zone's participants.
- 11) All drills utilized within practice will be developed by club directors to assure a cohesive training method with a strong emphasis on social distancing.

DURING

- 12) Drinking fountains will be turned off. Athletes will be required to bring their own, FULL, water bottle and keep their water in a socially distanced box labeled on the gym floor against the wall.
- 13) All doors on the interior of the facility that lead to restrooms will be propped open to reduce contact with handles.
- 14) All volleyballs will be disinfected before each practice.
- 15) Ball carts will be lined with trash bags for each practice and replaced with new bags at the conclusion of practice.
- 16) All Coaches, Staff and Athletes are required to wear a face mask at all times while in the facility.
- 17) No handshakes, high fives, fist bumps, nor other physical interaction.
- 18) All huddles and coaching will occur with a minimum of 6' of distance between all athletes and coaches.

- 19) In emergencies only, ETS staff and participants will utilize the men's restroom only; located in Kokoro Wellness Center's lobby. Court 3 will utilize the women's restroom only; located in Kokoro's lobby. Court 1 will use the women's locker room restrooms only. If emergency restroom use is required, Kokoro's staff will clean after each use.

AFTER

- 20) At the conclusion of practice all coaches and athletes will be directed to their appropriated zoned restroom to wash hands and arms.
- 21) All parents should have a towel or bath robe waiting for their daughter when they arrive home so they can change in the garage, drop clothes in the laundry for immediate washing and head right into the shower.

Section 1.03 Screening and Policies for ANYONE exhibiting Signs and Symptoms of COVID-19 || entering or within Kokoro Volleyball

All coaches, athletes and families are required to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess health status, of all, prior to entering Kokoro Volleyball. This process is not all encompassing and does not guarantee the health of any individual entering Kokoro Volleyball.

- 1) All individuals entering the facility will have their temperature checked at their specific zone door and only individuals with a temperature lower than 99.5 degrees will be allowed to enter the facility.
- 2) All individuals entering the facility will be required to be cold/flu/COVID-19 symptom free for three days prior to entrance. If anyone is displaying any symptoms of the above, they must be kept home. If, upon their arrival or during their training time they display any of the above symptoms they will be immediately moved to Zone 6 (quarantine zone) and must be picked up by their parents immediately on the west side of Kokoro Volleyball. Then, the zone of the facility they utilized as well as Zone 6 will be immediately disinfected. The sanitizing process will be implemented by Kokoro Staff and will take approximately 15 minutes. Athletes that could have come into contact with the athlete displaying signs of illness will immediately wash their hands and arms and resume training once the zone has been disinfected.
- 3) Should anyone participating with Kokoro Volleyball, coach or athlete, be diagnosed with COVID-19, they should immediately contact Kokoro Volleyball's Club Directors and follow proper healthcare procedures as laid out by their health care professional, including quarantining. Athletes, coaches, and staff must have, in writing, signed, clearance from their health care professional to resume activity after a COVID-19 diagnosis OR the original, dated, "order" to quarantine with the specified duration from their health care professional so Kokoro can verify their compliance with that "order" upon their return.

Section 1.04 Contact Tracing

- 1) Detailed records of individual attendance at Kokoro Volleyball will be kept and provided to health authorities upon request to allow for contact tracing should it be necessary. Upon official request, parent contact information will be provided.
- 2) Information will ONLY be provided to government/health authorities, it will not be shared with coaches, staff, athletes or families. Government/health authorities will contact individuals to relay any additional actions that must be taken. Because Kokoro's staff are not licensed medical experts, other than in direct cases of diagnosis, Kokoro's staff will not implement additional mandatory quarantine of secondary or tertiary contacts. However, athletes/families/coaches are required to notify Kokoro's Directors if they are ordered to quarantine by a government or health authority; and that order must be adhered to by the athlete or coach.

Section 1.05 Handwashing

Basic infection prevention measures are being implemented at Kokoro Volleyball at all times.

- 1) Upon arrival to the facility, all individuals, coaches and athletes, are required to wash their hands and arms for at least 20 seconds with soap and water before practice begins and again at the conclusion of practice.
- 2) Hand sanitizer will be available throughout the facility and specifically on each court.
- 3) Ozone cleaner/disinfectant is available for all coaches and athletes to fill home container for use before, during and after practice.

Section 1.06 Respiratory Etiquette

Just a reminder of basic respiratory etiquette while attending activities inside of Kokoro Volleyball.

- 1) Mask should be worn at all times when at Kokoro Volleyball. It is still recommended, however, that you cough or sneeze into your practice t-shirt to reduce any possible initial viral spread.
- 2) Avoid touching your face, in particular mouth, nose and eyes, with your hands. If you do touch your face, cough or sneeze into your arm or shoulder you are required to immediately leave the space and re-wash your hands/arms. If you sneeze or cough into a sleeve you will be asked to utilize the Aqueous Ozone (disinfectant – see below) to quickly disinfect your clothing or if not comfortable doing so, a new t-shirt will be provided to you while the old t-shirt is placed outside for pick up at the conclusion of practice.
- 3) Dispose of tissues in the trash and wash or disinfect hands immediately afterward.

- 4) Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available to all Kokoro Volleyball participants.

Section 1.07 Housekeeping

Housekeeping practices are being implemented, including routine cleaning and disinfecting of all surfaces, training equipment, and practice areas, including restrooms and meeting rooms. Frequent cleaning and disinfecting will be conducted in high-touch areas.

Cleaning of all touched surfaces and floors will be implemented by use of Aqueous Ozone. This is an FDA approved product/process that removes 99.9% to 99.9999% of viruses, bacteria and mold. For most viruses, bacteria and mold, the removal ranges from instantaneous to 5 minutes. The product is safe for use on ALL surfaces including skin and clothes. The product is even safe when sprayed on food and then consumed. For more information about this product/process please click the links in the email sent on 5/1/20 or by visiting the secure area of our website.

- 1) We will disinfect all volleyballs before each practice.
- 2) We will disinfect the floors and equipment in zones 1, 3, and 4 between each practice / training session.
- 3) We will keep sanitizing and cleaning logs for each zone.
- 4) If you sneeze or cough into a sleeve you will have the option to utilize the Aqueous Ozone to quickly disinfect your clothing.

Section 1.08 Communication and Training

This COVID-19 Safety Procedures and Preparedness Plan was communicated to all coaches and necessary training was provided. Additional communication and training will be ongoing, and updates provided to all coaches, and where necessary relayed to all athletes and families.

Section 1.09 Assumption of Risk and Waiver of Liability

Kokoro Volleyball (hereafter referred to as the “Club”) has put in place numerous preventative measures and enhanced cleaning protocols to reduce the likelihood of spreading COVID-19 in Club’s gym environment; however, the Club cannot guarantee that you or your child(ren) will not become infected with COVID-19. Further, attending sponsored activities at the Club could increase your risk and your child(ren)’s risk of contracting COVID-19.

By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily agree to the participation terms described above and assume the risk that my child(ren) and I may be exposed to or infected by COVID-19 by attending the Club and that such exposure or infection may result in personal injury, illness, permanent disability, and death.

I understand that the risk of becoming exposed to or infected by COVID-19 at the Club may result from the actions, omissions, or negligence of myself and others, including, but not limited to, Club Directors, Coaches, Athletes and their families. I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to my child(ren) or myself (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that I or my child(ren) may experience or incur in connection with my child(ren)’s attendance at the Club or participation in Club programming (“Claims”).

On my behalf, and on behalf of my children, I hereby release, covenant not to sue, discharge, and hold harmless the Club, its employees, agents, and representatives, of and from the Claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto.

I understand and agree that this release includes any Claims based on the actions, omissions, or negligence of the Club, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any Club activity.

Participant’s Name(s): _____

Team(s): _____

Participant’s Signature (if 18 or older): _____

Parent/Legal Guardian Name(s) (for participants under 18): _____

Signature(s) of Parent/Legal Guardian: _____

Date: _____