

# PHASE ONE – Quick Reference

## Policies and Procedures I



<b>VACCINATED INDIVIDUALS</b>	<ul style="list-style-type: none"> <li>All residents, regardless of vaccination status are required to follow all mask, social distancing, and other fitness center safety guidelines.</li> </ul>
<b>DO NOT ENTER THE FITNESS CENTER IF....</b>	<ul style="list-style-type: none"> <li>You have had a temperature of 100.4 or greater within the last 48 hours.</li> <li>You have returned from out of state and/or country travel within the last 14 days.</li> <li>You have a cough, shortness of breath, or any other symptoms typical of COVID-19.</li> <li>You have had contact with a person known to be infected with COVID-19 in the past 14 days.</li> </ul>
<b>FITNESS CENTER RECOMMENDATION</b>	<ul style="list-style-type: none"> <li>Any person with a compromised immune system or chronic disease should take extra caution regarding the decision to use the fitness center. Consult with your physician for appropriate guidance.</li> </ul>
<b>STAFF Screening</b>	<ul style="list-style-type: none"> <li>Staff are required to complete a self-questionnaire assessing travel, health, and any possible exposure to Covid-19 prior to coming back to work.</li> <li>Staff is expected to self-monitor for temperature and other Covid-19 symptoms and should not come to work if conditions exist.</li> </ul>
<b>If There Is A Positive COVID-19 Diagnosis</b>	<ul style="list-style-type: none"> <li>The fitness center would close for a required period of time to allow for deep cleaning and disinfecting.</li> <li>Due to privacy requirements, GRF and the Fitness Center are not able to verify or disclose any information about a positive COVID-19 case if we are made aware of such a case.</li> <li>Please reference county, state, or national authorities for information about Covid-19. The fitness center and staff are not Covid-19 resources.</li> </ul>
<b>WAIVER</b>	<ul style="list-style-type: none"> <li>Residents who have never visited the fitness center or do not have a fitness center waiver on file, must complete one at their first visit.</li> </ul>
<b>PATIENCE</b>	<ul style="list-style-type: none"> <li>Expect delays in the check-in process, phone and email response time, availability of equipment, and front desk service.</li> <li>Expect restrictions on classes, services, equipment, access to certain areas, seating, etc.</li> <li>Expect high demand for use of the facility with limited space, which may result in competition for reserved spots.</li> <li>We expect you to exercise patience as well as your body. We recognize not all policies and procedures will work for everyone, but we are committed to providing the best service we can under very challenging circumstances.</li> </ul>
<b>FOLLOWING POLICY</b>	<ul style="list-style-type: none"> <li>Residents are expected to follow ALL policies and adapt if/when new policies are put in place.</li> <li>Residents who are not willing to follow policies and other staff guidance may be asked to leave the facility and may lose access.</li> </ul>

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## Policies and Procedures II



<b>RESERVATIONS</b>	<ul style="list-style-type: none"> <li>• Fitness center can be used by <u>reservation only</u></li> <li>• To avoid possible group gatherings, no walk-ins allowed</li> <li>• Staff will be exercising the 6' physical distance rule</li> </ul>
<b>CANCELLING RESERVATIONS</b>	<ul style="list-style-type: none"> <li>• Residents are required to cancel a reservation a minimum of 2 hours in advance to open the spot for others.</li> <li>• Cancel online, via the App, or by calling the fitness desk at 925-988-7850 during operating hours</li> <li>• Failure to cancel in advance may result in loss of reservation privileges for a period of time.</li> </ul>
<b>FACILITY CAPACITY LIMITS</b>	<ul style="list-style-type: none"> <li>• Capacity limits are set by the county and state and can change at any time. These limits are non-negotiable.</li> <li>• The fitness center may decide to operate at less than county capacity limits if GRF feels it is safer to do so.</li> </ul>
<b>CHECK-IN &amp; PAYMENTS</b>	<ul style="list-style-type: none"> <li>• ALL residents are required to check-in using their key fob AND by checking in at the front desk to confirm you have a reservation. No exceptions!</li> <li>• Residents should arrive outside the fitness center doors no earlier than the start time of their reservation. This will help minimize group gatherings for extended periods of time. Wait in your car until it is time to check-in.</li> <li>• Help promote touchless payment transactions by not using cash or check.</li> <li>• Credit card swiping will be completed by residents to reduce shared handling of cards</li> </ul>
<b>SPACING</b>	<ul style="list-style-type: none"> <li>• Maintain 6' (12'x12') space at all times while working out</li> <li>• Staff will be exercising the 6' physical distance rule</li> <li>• A general rule is to keep at least one machine between you and others.</li> </ul>
<b>CLEANING</b>	<ul style="list-style-type: none"> <li>• Residents must thoroughly clean all equipment with disinfecting wipes <b>before and immediately after use.</b></li> <li>• Staff will have specific standards in place for cleaning office, work, and fitness floor areas.</li> </ul>
<b>MASKS</b>	<ul style="list-style-type: none"> <li>• <b>Residents must wear a mask at all times, including while working out.</b></li> <li>• <b>Masks should cover your entire mouth and nose.</b></li> <li>• <b>Please do not pull your mask down when talking to others.</b></li> <li>• Those with medical conditions that may be negatively impacted by wearing a mask can wear a face shield instead.</li> <li>• Residents should bring their own mask.</li> <li>• Staff is required to wear a mask at all times while in the fitness center.</li> </ul>

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## Facilities and Programs



<b>FITNESS CENTER HOURS</b>	<p>M – F: 6:00 am – 9:00 pm Sa – Su: 6:00 am – 6:00 pm</p> <ul style="list-style-type: none"> <li>• Each reservation lasts 75 minutes</li> <li>• 15 minutes of “closed” time following each 75 minute time slot for high touch surface disinfecting</li> </ul>
<b>GUESTS</b>	No Guests Allowed
<b>CARE PROVIDERS</b>	<p>Care Providers Allowed Must wear mask at all times Must adhere to 6’ physical distancing from other</p>
<b>PARKING</b>	All Parking Available
<b>GROUP FITNESS CLASSES</b>	Not Available
<b>CLUB CLASSES</b>	Not Available
<b>INDEPENDENT CONTRACTOR CLASSES</b>	Not Available
<b>PICKLEBALL</b>	Not Available
<b>PILATES REFORMER</b>	<p>See schedule and info on website, or call fitness center. Classes taking place in Serenity Studio. Pilates Reformer Studio CLOSED</p>
<b>PERSONAL TRAINING</b>	<p>Available By Appointment Only Contact the fitness desk or your trainer if you would like to schedule a personal training appointment. (925-988-7850)</p>
<b>FITNESS ORIENTATIONS</b>	<p>Available By Appointment Only Contact the fitness desk or your trainer if you would like to schedule an orientation appointment. (925-988-7850)</p>

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## Facilities and Programs



<b>AEROBICS STUDIO</b>	Available for Open Use When No Classes Scheduled No organized groups allowed Maintain 6' physical distance
<b>DANCE STUDIO</b>	Available for Open Use When No Classes Scheduled Being used by staff during Livestream group classes. No organized groups allowed Maintain 6' physical distance
<b>SERENITY ROOM</b>	CLOSED for general use Used only for Reformer Classes
<b>GYMNASIUM</b>	<ul style="list-style-type: none"> <li>• Available for Open Use</li> <li>• No organized basketball allowed, general shooting allowed with 1 person per basket only, no sharing of basketballs</li> </ul>
<b>LOCKER ROOMS</b>	CLOSED
<b>FITNESS FLOOR RESTROOMS</b>	Open for Use
<b>BALCONY</b>	CLOSED
<b>FRONT LOBBY/ LOUNGE AREA</b>	DO NOT congregate in lobby/lounge areas Use designated seats to maintain physical distancing Do not move seating
<b>ASSESSMENT ROOMS</b>	6' distancing & Masks required at all times
<b>FITNESS FLOOR CUBBY STORAGE</b>	Available for Use Please wipe surface before and after use

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## Equipment and Other Materials



<b>CARDIOVASCULAR MACHINES</b>	<ul style="list-style-type: none"> <li>• Certain machines will be shut down to promote 6' distancing</li> <li>• Available machines will be rotated regularly if necessary</li> <li>• <b>Residents must clean with disinfecting wipes, all pads, handles, attachments, seats, etc. before and immediately after use</b></li> </ul>
<b>WEIGHT MACHINES</b>	<ul style="list-style-type: none"> <li>• Keep at least one (1) machine and minimum of 6' distance between you and others.</li> <li>• Complete your sets/ reps and move off of each machine as quickly as possible.</li> <li>• <b>Residents must clean with disinfecting wipes, all pads, handles, attachments, seats, etc. before and immediately after use</b></li> </ul>
<b>MATS</b>	Not Available
<b>CLOTH COVERED/ POROUS EQUIPMENT</b>	Not Available (foam rollers, sandbells, yoga block/straps/blankets, balance pads, etc.)
<b>WATER DISPENSERS / PAPER CUPS</b>	Not Available
<b>SHARED LOBBY MAGAZINES</b>	Not Available Donations no longer accepted
<b>WATER FOUNTAINS</b>	Drinking Fountains – Not Available Touchless Water Bottle Fillers – Available
<b>BLOOD PRESSURE MACHINE</b>	Not Available
<b>PICKLEBALL PADDLE RENTAL</b>	Not Available