

# Aikido Tendokai COVID-19 safety plan

This document outlines the steps taken by Aikido Tendokai to keep members and other people protected during the Covid-19 pandemic. All members and visitors will be expected to abide by the procedures in this Safety Plan. The Safety Plan has been developed to ensure that all Aikido Tendokai members are in compliance with public health regulations required by the Government of Ontario and the City of Toronto.

## Company details

Business name:	Aikido Tendokai	Revision date:	Oct. 26, 2021
Date completed:	July 22, 2021	Developed by:	Robert Carroll
Division/group:	N/A	Others consulted:	Y. Nakamura, R. Fudge, L. Kestin
Date distributed:			

The COVID-19 pandemic is an evolving situation – Aikido Tendokai will review this plan regularly and make changes as required.

# 1. How will Aikido Tendokai ensure all members know how and are able to keep themselves safe from exposure to COVID-19?

Aikido Tendokai has implemented the following procedures to reduce the risk of exposure to Covid-19 for all members and visitors:

- Instructors and members over age 12 must be fully vaccinated for Covid-19 to participate in class. Proof of vaccination is required.
- Anyone entering the dojo must complete the Covid-19 pre-screening form
- Hands and feet must be sanitized before stepping on the mat area
- One member will be assigned to verify pre-screening, keep attendance and contact tracing records and explain the procedures in this Safety plan to all members or visitors on entry
- Masks must be worn at all times in the dojo but may be removed while practicing Aikido
- Limited contact practice only maintaining 2m distance whenever possible

Aikido Tendokai has developed this Safety Plan in compliance with the latest Covid-19 measures mandated by the province of Ontario and the City of Toronto. This plan will be reviewed to ensure continued compliance as Covid-19 related health regulations evolve.

The Safety Plan and procedures are printed and available at the dojo as well as posted on the Aikido Tendokai web site. Our pre-screening form is available online from the web site, or may be completed on paper at the dojo. These procedures will be explained to all members and visitors before being allowed to train at the dojo.

Signage detailing the Safety Plan, maximum capacity for classes and Contact tracing requirements in the event of a positive exposure are posted in the dojo.

## 2. How will you screen for COVID-19?

All members will be required to complete the pre-screening form (online or in person) before entering the dojo on each occasion they plan to attend.

- On arrival members and visitors will be greeted by a sign-in host member assigned to verify compliance with the screening checklist, track attendance and record contact tracing information
- Members and instructors must provide proof of vaccination status on request.
- Anyone displaying possible symptoms of Covid-19 will not be allowed to enter
- Anyone answering 'yes' to one of the screening questions will not be allowed to enter
- On arrival the check-in person will verify all members have signed the updated Aikido Tendokai waiver

### 3. How will you control the risk of transmission in your workplace?

**Limit class size and access to changing rooms to maintain required physical distancing.**

- 'limited contact' practice while in Step 3 of re-opening
- masks required at all times in the dojo except while participating in Aikido practice (optional)
- hand sanitizing on entry and before stepping on the mat area
- no visitors or family members, unless potential new student
- mat surface will be cleaned and disinfected before and after each class
- high contact surfaces (door handles, light switches) disinfected daily
- no shared weapons or other equipment in class
- increase ventilation in practise area

## 4. What will you do if there is a potential case, or suspected exposure to, COVID-19 at your workplace?

Aikido Tendokai will do the following if there is a potential case, or suspected exposure to Covid-19 at the dojo:

### **Exclude symptomatic members or visitors from the dojo**

- Members should not come to the dojo if they are feeling ill or have any Covid-19 symptoms as outlined by the Ontario Ministry of Health, or if they answered 'yes' to any questions on the pre-screening form
- Members who develop symptoms of Covid-19 should take the self-assessment test (<http://covid-19.ontario.ca/self-assessment>) and follow the recommendations.
- Members must promptly notify Aikido Tendokai of their symptoms or suspected exposure if they have practiced at the dojo in the last 14 days.

### **Contact Public Health**

- Aikido Tendokai will contact the local public health unit for guidance on what to do if a member develops symptoms at the dojo or if informed that a member has Covid-19. Public health will provide instructions and conduct contact tracing if needed.

#### **Toronto Public Health**

277 Victoria St., 5<sup>th</sup> fl.

Toronto, ON M5B 1W2

416-338-7600

[www.toronto.ca/community-people/health-wellness-care/](http://www.toronto.ca/community-people/health-wellness-care/)

Aikido Tendokai will provide collected information from the screening forms, attendance sheets and member records for individuals with close interactions with an affected participant. This could include information such as:

- Dates and times of interactions
- Approximate length and frequency of interactions
- Full names, contact telephone numbers and email addresses

### **Follow Public Health direction**

The Public Health Unit may require Aikido Tendokai to:

- Notify other members who may have been exposed and ask them to self-isolate at home, self-monitor and report any possible Covid-19 symptoms
- Shut down the dojo while the affected area and equipment are disinfected
- Implement further public health measures

### **Return to Practice**

Members who have been exposed to or tested positive for Covid-19 must be symptom free and have self-quarantined for 14 days, or test negative for Covid-19/test positive for Covid-19 anti-bodies before being allowed to return to practice.

## 5. How will you manage any new risks caused by changes to the way you operate your business?

Proposed changes to operations at Aikido Tendokai will be discussed with the Chief Instructor in consultation with the instructors and senior members. Based on the assessment of new risks or changes to government and public health requirements, this safety Plan will be updated as required and the Instructors and members informed of changes.

## 6. How will you make sure your plan is working?

Aikido Tendokai will review on a regular basis any changes to Public health regulations for prevention of Covid-19.

Dojo management will

- Revise the safety Plan to ensure compliance with changing government regulations, or as required for Aikido tendokai operations
- Solicit member feedback
- Communicate changes to members by email and posted information at the dojo
- Explain the Safety Plan to members and provide additional clarification as needed.

Aikido Tendokai instructors and senior members, in particular those assigned to greet members and visitors on entry are responsible for all members' compliance with the Safety Plan.

## COVID-19 safety plan – snapshot

This snapshot can be posted in a place where it can be seen easily so your workers, clients and other people entering the workplace will know what actions are being taken.

<b>Business name:</b>	<b>Aikido Tendokai</b>	<b>Division/group:</b>	<b>N/A</b>
<b>Date completed:</b>	<b>July 22, 2021</b>	<b>Revision date:</b>	<b>Oct. 26, 2021</b>

### Measures we're taking

How we're ensuring members and visitors know how to keep themselves safe from exposure to COVID-19

- Reviewing daily guidance from the Ministry of Health
- Implementing screening protocols as per government requirements



- Practicing with limited contact until restrictions are lifted
- Sanitizing procedures and stations in the dojo
- Requiring masks at all times except during Aikido practice
- Communicating procedures to members and instructors regularly
- Posting signage documenting the Safety Plan and additional information on preventing infection.

### How we're screening for COVID-19

- Pre-screening required before entry, check-in on arrival to verify screening
- Proof of vaccination status required for all instructors and members over age 12
- Collect members and visitors contact information for possible contact tracing
- Require signed updated waiver

### How we're controlling the risk of transmission in the dojo

- Communicating new rules and procedures to all members and visitors
- Requiring masks at all times except during Aikido practice
- Sanitizing hands on entry, and hands & feet before stepping on the mat
- Limited contact practicing only while in stage 3
- Cleaning and disinfecting the mat before and after each class
- No shared weapons or other equipment
- Sanitize high touch surfaces daily

### What we will do if there is a potential case, or suspected exposure to, COVID-19 at the dojo

- exclude the potential case from the dojo
- contact Public Health
- follow directions from Public health
- support contact tracing efforts
- notify other practitioners who may have been exposed ask them to self-isolate at home, self-monitor and report any Covid-19 symptoms.

## How we're making sure our plan is working

- evaluate Aikido Tendokai's operations with regard to the implementation of the Safety Plan, discussing any issues or discrepancies with senior members and instructors
- consider feedback from members and address any issues
- revise the Safety Plan as required when there are updates to government requirements


## 7. Appendix

- Signage
- Aikido Tendokai Covid-19 screening form <http://aikidotendokai.com/aikido-martial-arts-resources/covid-19-screening-form/?fbclid=IwAR2ecb01hf9iqwBG5yeLzWa1O6vYfmG7neVrdnLOxdnsF3D3YgJWNUCFQpA>
- Government of Ontario Covid-19 self-assessment tool and instructions <http://covid-19.ontario.ca/self-assessment>
- Aikido Tendokai revised waiver

**COVID-19**


Help Stop the Spread of COVID-19

**Keep physical distance**



2 metres  
6 feet

Keep 2 metres/6 feet apart from people you don't live with

 TORONTO

[toronto.ca/COVID19](https://toronto.ca/COVID19)

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