

COVID Event Protocol

This protocol is part of the F&S requests for outdoor training in the Brussels Parcs (Bois de la Cambre, Parc Royal/Warandepark and Parc du 50naire) during the months of May, June, July and August 2021.

As such it is also part of the F&S Guidelines for hosts.

Structure of this protocol (following the documents published by the CERM published online dd 24 April 2021.

Part 1: the set of 23 parameters with F&S related comments for outdoor activities (and the score obtained by F&S during the introduction dd 03 May 2021. The scores are either **GO**, **GO with advice** or **NO-GO**). Overall F&S scored a **GO**. F&S obtained 22 times a **GO** and 1 **GO with advice**.

Part 2: the 7 COVID Safety Plans as applicable to F&S Jympa outdoor activities.

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Part 1: the set of 23 parameters with F&S related comments for outdoor activities

1. COVID-coordinator (**GO**):
 - a. Coordination and final responsible person: Jeroen Overstijns, president of F&S;
 - b. Back-up: Anne Laure Léger, treasurer of F&S;
 - c. Operational on site: F&S hosts (extension of their role), by default present at each training.
2. Outdoor / ventilation (**GO**):

This protocol concerns the F&S outdoor activities during the months of May, June, July and August 2021.
3. Dynamics of the event (**GO**):

Work-out on music with a choreography with controlled movement within the space designated to each participant and thus with respect of social distancing.

Participants have to register before the start of the training. A F&S host checks this upon arrival of the participants. Participants are free to choose their place in the area used for the training.

If persons walking by in the public park want information F&S-host(s) will gladly help them but the event is a training for registered participants only.

Possible visitors are people occasionally passing by. As such they are not invited and possibly not a part of the F&S association.

There is no food &/ beverage sale &/ distribution planned during the training.
4. Density/capacity masks (**GO**) – (Crowd Management Plan and Hygiene Plan, parameter 16):

Only registered participants will follow the training and this with respect of the imposed upon physical distancing norm of minimum 1m50. In case this would not be possible e.g. upon arrival or leaving the area participants will be invited either to wear a mask. The F&S host(s) are in charge and if needed the F&S instructor will provide support to the host.
5. Capacity use (**GO**) – (Crowd Management Plan and Hygiene Plan, parameter 17):

In the planning of the F&S-outdoor training the instructor will communicate the number of participants she/he feels comfortable with training. This number will always be lower than or equal to the one allowed by the authorities.

The number of available places will be published on the F&S-website in order to allow interested persons to register. The number of participants can thus never exceed the one published on the website.

The operational COVID-coordinator i.e., the F&S host present at the training will check the names of the participants. Not registered persons will not be allowed to participate. There can thus be no mixing between registered participants and visitors/ persons passing by.
6. Vulnerable persons (**GO**) – (Awareness/Information Plan and Hygiene Plan):

The F&S-classes are open to all healthy persons. For privacy reasons F&S refrains from inquiring into the health condition of the participants. Even so the organisation explicitly asks persons who are ill to refrain from participating and if possible, to seek medical help.
7. Local vs international public (**GO**) – (Awareness/Information Plan and Hygiene Plan):

The majority of the participants live in the Brussels area. Even so F&S is open to all persons interested in and keen to enjoy moving on music during 60 minutes. Registration is mandatory for all participants and will be checked by the F&S-hosts before the start of the training.

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8. Mobility (meaning a plan to assure that participants can arrive at the most COVID-safe way at the training) (GO) – (Mobility Plan):

The arrival and departure of participants is managed by the on-site COVID-coordinator i.e., the F&S host. The host will wear a mask:

- a. Before the training: when controlling the registration of participants and providing information when asked for
- b. During the training: in case her/his intervention is needed (e.g., first aid, crowd management,)
- c. At the end of the training when providing a short briefing (less than 1 minute)

Participants are left free to choose the means of transport they prefer. It is assumed that when they travel by public transport, they respect the applicable rules. Most travel on their own or with members of their bubble/family.

F&S does not provide any transportation.

9. More than one day (GO) – (Awareness &/ Information Plan, parameter 19):

The F&S outdoor training plan:

May, June 2021: Monday, Tuesday and Thursday 19:00-20:00 plus Sunday 11:00-12:00

July and August 2021: Tuesday and Thursday 19:00-20:00 plus Sunday 11:00-12:00

A plan of the site and the possible means of transport to get there will be published on the F&S-website in due time.

10. Time Spent Indoors (GO):

There is no indoor presence. This is a 100% outdoor event of maximum 1 hour.

No food &/ beverages are sold &/ provided by F&S.

No material is provided by F&S and in case tools are used they are systematically disinfected (before and after being used).

11. Interaction (GO):

There is no physical interaction between the participants (trainer, host, registered participants) during the F&S-training. Each person occupies her/his COVID-safe-distancing area.

F&S-hosts wear a mouth-mask and gloves at the start and the end of the training or in case of an intervention.

The training is conceived as such that no interaction between participants is needed except for the Family-training where a parent and her/his child (same bubble) are interacting.

Participants do not leave their dedicated space of 10m² (2mx5m/3mx3m).

12. Noise (GO):

Participants do not speak, sing during the training.

The only sound is the music provided for by the F&S-instructor.

In case an F&S representative needs to speak, she/he will wear a mouth mask. E.g., the F&S-host at the start/during/end of the training (point 8). The sound level will be the one of a normal conversation (60 dB).

13. Drinks (GO with advice)

F&S does not sell/provide any drinks. Participants are invited to bring their own beverage (preferably water in the case of hot weather).

14. Food (GO):

F&S does not sell/offer any food.

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Participants are not supposed to eat during a 1-hour work-out. In case this should happen the F&S-hosts will intervene in order to invite the person eating to either stop eating or leave the area.

15. Registration (GO):

Participants must register their presence online before attending the training. Registration is mandatory. This tool is available on the F&S website <https://www.friskissvettis.be/> Registration will be checked by the F&S-hosts upon arrival of the participants.

16. Counting the number of participants (GO) (parameter 4):

F&S traditionally counts the number of participants by default in order to finetune its offering.

17. Cleaning & disinfecting protocol (GO) (Hygiene Plan, parameter 5):

The setting of the F&S outdoor training are Brussels parks (Parc du Cinquantenaire, Parc Royal/Warandepark, Bois de la Cambre) so no cleaning of venues is imposed upon.

Each participant takes care of her/his own belongings. There is no exchange of goods. The only interaction is between F&S-hosts and participants for a.o. checking the registration, providing information, helping in case of an emergency. F&S-hosts should thus wear a face mask on this occasions and gloves in case of physical contact.

F&S hosts in their role as COVID-coordinator dispose of a bag containing by default a first aid kit including elastic tape and cold cream, spare face masks, gloves, disinfectant hand gel, flyers, a list of registered participants and a quick-COVID-test -set. They also have their mobile phone with them as an extra check for registration and in case of emergencies. In case F&S owned materials / tools are used F&S-hosts take care of disinfecting the them before and after its use by participants.

F&S cares for the environment and the volunteers clean the area before and after the training.

18. Crowd Management Plan (GO):

F&S organizes outdoor training classes respecting the maximum number of participants allowed by the authorities. Even so F&S-instructors who do not feel comfortable with that number can restrict the number of participants for safety reasons. The number of participants is shown on the F&S online registration tool as all participants need to register in order to be able to attend the trainings.

F&S also stresses the need to respect the COVID safety rules in its mails to subscribers. On the training site F&S hosts, wearing a mouth mask, are present at every training. They control the participants (registration, membership), provide information and assure that participants keep the necessary physical distances (minimum 1m50).

F&S volunteers do wear a F&S-uniform and are easily recognisable.

19. Awareness of information about COVID-measures (GO) (Awareness &/ Information plan, parameter 9 and 22):

F&S systematically mentions the respect of the COVID-measures in its announcements.

20. Enforcement of the COVID-measures (GO) (COVID safety plan, Enforcement plan/procedure):

Persons receiving the regular F&S updates on the activities of the association are systematically reminded of the need to respect the COVID-measures.

On site the F&S-hosts take care of the safety of the participants and thus also the respect of the COVID-rules.

21. Hygiene facilities (GO) (Hygiene plan):

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F&S-volunteers wear a mask when speaking to the participants in case the imposed physical distance of 1m50 cannot be respected. F&S-hosts wear gloves at the start and end of the training. No food and beverages are distributed or allowed and participants are invited to follow the COVID-rules in the communication announcing the F&S-activities. Disinfectant gels are used to clean F&S material/tools before and after use.

22. COVID safety communication (GO) (parameter 19):

F&S COVID safety rules are explained to all participants on the F&S website and by the F&S-hosts on site.

Persons subscribed to the F&S newsletter regularly received the latest news including a reminder to respect the COVID measures.

Participants must register online before being allowed to participate thus allowing tracing in the eventuality of a contamination.

F&S volunteers are not allowed to give/follow classes when ill and must seek a replacement.

Participants are encouraged to stay at home when feeling ill.

On top of that F&S-hosts on site are invited to deny an ill person to participate. The F&S hosts will also dispose of a quick COVID test set just in case this might become necessary.

23. Managing potentially infected persons (GO) (Infected persons management plan/procedure):

F&S-volunteers who are not feeling well should by default not participate in the F&S-activities and look for replacements.

Participants who are not feeling well are invited to stay at home and seek medical assistance.

If a person already showing signs of COVID-contamination wants to participate, F&S-hosts will ask that person to refrain from participating and coach her/him to seek medical help.

F&S-hosts will also have a quick COVID detection test set.

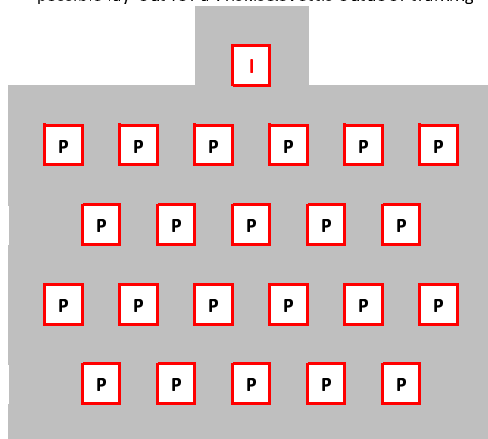
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Part 2: the 7 COVID Safety Plans as applicable to F&S outdoor activities

1. Crowd management plan (parameter 18)

- 1.1. F&S organizes outdoor trainings respecting the maximum number of participants allowed by the authorities. Even so F&S-instructors who do not feel comfortable with that number can restrict the number of participants for safety reasons. The number of participants is shown on the F&S online registration tool as all participants need to register in order to be able to attend the trainings.
- 1.2. F&S also stresses the need to respect the COVID safety rules in its mails to registered persons.
- 1.3. On the training site F&S hosts, wearing a mouth mask, are present at every training. They control the participants (registration, membership), provide information and assure that participants keep the necessary physical distances (minimum 1m50).
- 1.4. Places chosen for the F&S summer 2021 outdoor Jympa (workout on music) training
 - 1.4.1. Parc du Cinquanteaire football-field;
 - 1.4.2. Parc Royal/Warande parc: area along the Rue Royale corner with the Place des Palais;
 - 1.4.3. Bois de la Cambre: field in front of the kiosk, access avenue de l'orée/zoomlaan.
- 1.5. Place needed = $10\text{m}^2/\text{participant} \times \text{the number of participants}$. The number of participants = maximum or less than the number allowed by the authorities.
 - 1.5.1. The 10m^2 per participant = $2\text{M} \times 5\text{M}$ or $3\text{M} \times 3\text{M}$ depending upon the disposition of the site. Example:

possible lay-out for a Friskis&Svettis outdoor training



I Friskis&Svettis instructor
P F&S registered participant including F&S host

length 33M
width 33M

- 1.5.2. Either circular or square as the F&S instructor deems most appropriate taking into account the setting, the proposed exercises and number of participants. All this in order to respect the COVID safety guidelines.
- 1.5.3. All participants store their belongings within "their" attributed area (clothes, bags,..) in order to avoid extra moving around and for safety reasons as each person is responsible for her/his belongings.

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- 1.5.4. Exercises will be done within that personal area too.
- 1.5.5. The grey areas in the example are safe lanes to allow the F&S-host(s) to reach each participant for whatever reason (assistance, rule enforcement, ...).
- 1.6. At the start of the training F&S-host(s) will check whether the participant has registered her/his presence online beforehand. At that moment the F&S-host will wear a mask and gloves.
- 1.7. F&S-host(s) will check the respect of physical distancing (1m50) during the training.
- 1.8. As long as the social distancing is respected during the training, mouth masks are no longer mandatory. Speaking, singing is not a part of the training.
- 1.9. F&S-instructors design the choreography of the Jympa-class in order to avoid participants moving around. The physical exercises will be limited to each person's "space". There is by default no talking or shouting during the training.
- 1.10. At the end of the training the F&S-host will put her/his mask on again in case some information needs to be provided.
- 1.11. In case of an accident during the training: the F&S-host will intervene. At that moment she/he will wear a mask and gloves and take the necessary action(s) in order to respect everyone's safety and help the person in trouble.
- 1.12. There is no sale/distribution of food &/ beverages.
- 1.13. Participants choose their own way of transport and are advised to travel in a COVID safe manner.
- 1.14. As the training takes place in a public area persons passing by cannot be avoided. Even so F&S hosts will avoid visitors mixing with the registered participants. If visitors request information a F&S-hosts will leave the safe area, put on a mouth mask and provide help.
- 1.15. F&S volunteers wear a F&S uniform and are easily recognizable.

2. Seating arrangement (parameter3).

- 2.1. Place needed = $10\text{m}^2/\text{participant} \times \text{the number of participants}$. The number of participants = maximum or less than the number allowed by the authorities
- 2.2. This principle of distancing holds also for members of the same bubble. Reason: avoid accidents, disturbing the training, discourage speaking as participants are not obliged to wear mask during the training.
 - 2.2.1. Exception: family training where a parent and her/his child are doing exercises together
- 2.3. F&S-instructors design the choreography of the Jympa-class in order to avoid participants moving around. The physical exercises will be executed in each person's "space". There is by default no talking or shouting during the training.
- 2.4. Each participant will dispose of 10m^2 .
- 2.5. The F&S-instructor decides whether she/he will work in circle or square.
- 2.6. Queueing will be reduced to a minimum as only registered persons are allowed. The F&S host will check registration and assign places upon arrival of the participants.

3. Mobility plan (parameter 8)

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- 3.1. The arrival and departure of participants is managed by the on-site COVID-coordinator i.e., the F&S host. The host will wear a mask:
 - 3.1.1. Before the training: when controlling the registration of participants and providing information when asked for
 - 3.1.2. During the training: in case her/his intervention is needed (e.g., first aid, crowd management,...)
 - 3.1.3. At the end of the training when providing a short briefing (less than 1 minute)
 - 3.2. Participants are left free to choose the means of transport they prefer. It is assumed that when they travel by public transport they respect the applicable rules. Most travel on their own or with members of their bubble/family.
 - 3.3. F&S does not provide any transportation.
 - 3.4. In case of need the F&S host will intervene and indicate appropriate parking spots (bicycles, car).
- 4. Hygiene guidelines (parameter 17 and 21)**
- 4.1. F&S volunteers wear a mask and gloves at the start & end of the training
 - 4.1.1. Start: checking the registration. Only registered participants are allowed.
 - 4.2. F&S hosts have a bag with the following items:
 - 4.2.1. Extra face masks
 - 4.2.2. Gloves
 - 4.2.3. Quick COVID test kit
 - 4.2.4. Disinfectant gel
 - 4.2.5. Tissues
 - 4.2.6. Bottle of water and sugar
 - 4.2.7. First aid kit
 - 4.2.8. Mobile phone &/ printed list of participants
 - 4.2.9. Flyers
 - 4.2.10. List with emergency numbers (emergency- numbers, nearby hospitals, police, F&S COVID-coordinator,...)
 - 4.2.11. Rubbish bag(s)
 - 4.3. The training-ground lay-out has safe lanes to allow F&S hosts to move around.
 - 4.4. Participants are confined to their personal area for doing the proposed exercises
 - 4.5. Training takes place outdoor and lasts maximum 1 hour
 - 4.6. In case F&S materials &/ tools are used the F&S hosts are in charge of cleaning &/ disinfecting it before and after its use.
 - 4.7. The F&S hosts is in charge of the content of his/her F&S bag and will store in his/her attributed space.
 - 4.8. The training area is cleaned after the training. Participants are strongly advised to clear the place of rubbish and use the bins installed in the parc. In case this is not possible the F&S volunteers will do this.
- 5. Awareness/Information Plan (parameter 19)**
- 5.1. Information to provide to participants of outdoor Jympa classes:
 - 5.1.1. Accessibility of the site where the training takes place.
 - 5.1.1.1. Possible transportation modes and indication of available parking

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5.1.2. Reminder of basic COVID safety rules in order to avoid contamination:

- 5.1.2.1. Wearing a mask when travelling to a training, keeping it on until the very start of the F&S class and putting it on again at the end and when leaving;
- 5.1.2.2. Arrive on time to avoid disturbing other participants;
- 5.1.2.3. Say on the personal space during the class;
- 5.1.2.4. Bring disinfecting hand gel, tissues and in case of very hot weather a bottle of water. No alcohol & food consumption allowed during the F&S class.
- 5.1.2.5. Avoid singing, loud speaking and physical contact.
- 5.1.2.6. Respect of quarantine rules when arriving in Belgium after a stay aboard
- 5.1.2.7. Strong advice to stay home when feeling ill and to seek medical assistance.

5.2. Means of communication:

- 5.2.1. F&S Website
- 5.2.2. Newsletters sent
- 5.2.3. F&S host present on site

6. Enforcement plan/procedure (parameter20)

- 6.1. On site the F&S hosts take care of the safety of the participants and so also of the respect of the COVID measures.
- 6.2. Risk of an aggressive intervention by one of the participants &/ persons passing by is minimal. In case of discussions the F&S trainer and F&S volunteers present will intervene and avoid disturbances in a diplomatic/assertive way. In extreme cases the police will be called.

7. Managing potentially COVID Infected persons (parameter 23)

- 7.1. Ill persons are upfront discouraged for participating.
 - 7.1.1. Potential participants via messages on the F&S website.
 - 7.1.2. F&S volunteers automatically look for a replacement when not being able to attend a F&S class. This principle will be repeated & emphasised in the F&S Host Guidelines.
- 7.2. When a sick / potentially contaminated person arrives at the check-in
 - 7.2.1. The host will advise the person not to participate, return home and seek medical help
 - 7.2.1.1. In case of doubt and a discussion starts the F&S host can propose a quick COVID test to the person presumably ill. But it is advised to avoid this and to persuade the person concerned to leave and go home.
- 7.3. When a person shows signs of a possible COVID infection during the class the F&S host will invite that person to put on a face mask, leave the attendance and seek medical assistance in order to avoid further contaminations. If possible, a follow-up and information to other participants will be necessary (tracing). They should be advised to undergo a COVID test ASAP
- 7.4. After the class: in case it is confirmed that a participant was COVID contaminated the persons registered for that class should be contacted and advised to take a COVID test. this is the task of the COVID coordinator or his deputy.

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Extra info concerning:

- Sound levels (Dutch): <https://publicaties.vlaanderen.be/view-file/11245>
- BlijfSporten voor sportkampen volwassenen en senioren 2020-2021 (Dutch)
<https://www.sport.vlaanderen/media/13719/protocol-voor-sportkampenvolsen.pdf>
- BlijfSporten sportevenementen en wedstrijden - versie 26 April 2021 (Dutch)
<https://www.sport.vlaanderen/media/13780/protocol-voor-sportevenementen.pdf>
- **COVID Event Risk Model 2021 by CERM (English)**
<https://www.COVIDeventriskmodel.be/>
- F&S website: <https://friskis-be.perfectgym.com/ClientPortal2/#/Classes/1/Calendar>