



EAST SAN GABRIEL VALLEY
JAPANESE COMMUNITY CENTER **ESGVJCC**

RE-OPENING GUIDELINES

1. Policies and Practices to Protect the Health of All Persons

- Vulnerable coaches, staff, or instructors (those above the age 65, those with chronic health conditions) should stay home.
- If anyone has been exposed to a person who has COVID-19 or if they have COVID-19, they should not attend class or practice. They should follow the DPH guideline for self-isolation and quarantine.
- If there is a known case of COVID-19, notice must be given to the ESGVJCC office ASAP so the office can alert the local health department as well as alert all those who may have been in contact. All persons should make arrangements for all those to be tested for possible exposure.
- Symptom checks should be conducted before class or practice. Checks must include a verbal check-in concerning cough, shortness of breath, fever or any other symptoms that may provide cause for concern.
- Face coverings are to be worn by all instructors and coaches.
- Face coverings should be washed daily.
- Restrooms should be disinfected after each class or practice.
- All spectators and participants must wear masks.
- Masks are only to be taken off when drinking.
- Ensure that masks are worn consistently and correctly. Please refer to the posted guidance.
- The following cleaning and disinfecting supplies will be provided:
 - All-purpose cleanser
 - Bleach solution
 - Paper towels
 - List of high touch areas that must be addressed
- Gloves are recommended to use while cleaning. Unfortunately, they cannot be provided as they are in high demand and difficult to obtain. It is recommended that each program/class provide their own gloves.
- Hand sanitizer will be provided and should be used before and after each class or practice.
- Follow the guidelines when using the Kitchen:
 - Clean and disinfect all shared utensils, equipment and tools etc.
 - Clean and disinfect all high touch surfaces after each use
 - Limit the number of counter staff in order to practice physical distancing guidelines
 - Food should be placed on the table, counter or other surface rather than handing food directly to customers.
 - Those who handle money should not handle food.
 - Monitor lines to ensure physical distancing between each person.
 - Sanitize tables, chairs and counters after each use.
 - Sanitize trays after each use.



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- Pre-wrap utensils or provide individual dispensers.
- Single use or personal use condiments should be utilized.
- Trash disposal should be monitored on a more frequent basis.
- High touch surfaces in the kitchen. Please see Sanitizing High Touch Surfaces located in each cleaning caddy.
- Follow the guidelines when using the Dining Room:
 - Food should be placed on the table, counter or other surface rather than handing food directly to customers.
 - Those who handle money should not handle food.
 - Monitor lines to ensure physical distancing between each person.
 - Sanitize tables, chairs and counters after each use.
 - Position furniture to allow for physical distancing.
- Follow the guidelines when using the Classrooms:
 - Sanitize tables, chairs and counters after each use.
 - Position furniture to allow for physical distancing.
 - Space seating/desks at least 6 feet apart when feasible.
 - Turn desks to face in the same direction (rather than facing each other), or have students sit on only one side of tables, spaced apart.
- Gym Users - All those who use the gym must wear gloves, including all players, participants, coaches and senseis.

2. Measures to Ensure Physical Distancing

- Gym occupancy is limited to 50% or less. Only patrons involved in the practice should be inside the gym.
- Modify group training classes to ensure a minimum of 6 feet for physical distance between each person.
- Move classes outdoors if possible.
- Classes should only be offered if distancing requirements can be maintained and there is no person-to-person physical contact.
- High contact programs that require close contact less than 6 feet in distance should be suspended.
- There should be no waiting inside the classrooms, gymnasiums, multi-purpose hall or any other room.
- Social Hall occupancy is limited to 25% or less.

3. Measures for Infection Control

- Everyone should be temperature and/or symptom screened upon arrival.
- Everyone is required to use hand sanitizer and wear face coverings when entering and leaving the building.
- When a person is not wearing a face covering while exercising, there should a minimum 6 foot distance from others.
- Contactless payment systems should be utilized.
- Perform thorough cleaning throughout after each class and practice in high traffic, high touch area. List of high contact areas is provided.
- Disinfect commonly used surfaces. List of high contact areas is provided.



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- Exercise equipment including mats, balls, or other practice equipment should be disinfected before and after use with provided bleach solution or disinfectant wipes.
- Keep doors open while cleaning and disinfecting in order to provide proper ventilation (air flow).
- Use of public water fountains is not advised. Bring your own water bottles and supplies.
- Restrooms are to be cleaned and sanitized after every practice or class.
- Remind all participants to avoid touching eyes, nose and mouth.
- Encourage hand washing before and after practice or class.
- Use of shared objects (e.g., gym or physical education equipment, art supplies, toys, games) should be limited when possible, or cleaned between use.
- Ensure increase circulation of outdoor air as much as possible, for example by opening windows and doors. Do not open windows and doors if doing so poses a safety or health risk (e.g., risk of falling, triggering asthma symptoms) to children using the facility.
- As of February 8, 2022, the ESGVJCC Board of Directors approved the following policy:
 - Anyone 5 yrs. and over must show proof of vaccination or a negative COVID-19 test 72 hours prior to the class/meeting/practice.
 - For those who are 4 yrs. or younger, anyone living in the same household with the child will need to provide proof of vaccination or a negative COVID-19 test within the last 72 hours prior to their class/meeting/practice.