

CJ's Back to Circus Preparedness Plan 2020-2021 Academic Year

Circus Juventas has developed the following plan using state and federal guidelines, particularly the MDH [Industry Guidance for Safely Reopening: Gyms and Fitness Centers](#) and [COVID-19 Sports Guidance for Youth and Adults](#). In case of illness or student absences, we utilize the [COVID-19 Decision Tree for People in Schools, Youth, and Child Care Programs](#) to ensure to the best of our ability the health and safety of our students and staff. A version of our full Circus Juventas Employer Preparedness Plan and Checklist is available at this online on our [COVID-19 Response and Updates page](#).

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 - o What if another household member is not feeling well? Or if a student has been potentially exposed in some other way to someone who has COVID-like symptoms or has been diagnosed with COVID-19?
 - o What if a student, student's household member, coach or other staff member is diagnosed with COVID-19?
 - **To report a case of COVID-19, please email adminstaff@circusjuventas.org or call 651-699-8229 as soon as possible.**

Instructions for students and parents

- **The New Daily Routine**
 - o Daily health survey
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The New Daily Routine

Welcome back to the big top! Please read this document thoroughly so you fully understand what will be required of our students and parents to maintain a safe and healthy community as we return to in-person circus training this year! If you have any questions, please feel free to email us at adminstaff@circusjuventas.org.

Daily health survey

- Prior to arriving at Circus Juventas each day, all families must first administer the following [Daily Health Survey](#) to your student(s) to ensure they are ready to participate. This should be done as a verbal check with an adult at home prior to leaving for class. In order to attend classes at the big top, all students must be healthy, fever-free, and have truthfully answered “no” to all health survey questions:
 - 1) **Do you feel sick or do you have any of the following symptoms of COVID-19?**
 - Fever of 99.5 degrees Fahrenheit or higher, or feeling feverish
 - New cough
 - Shortness of breath
 - Chills
 - Headache
 - Muscle pain
 - Sore throat
 - Fatigue
 - Congestion
 - Loss of taste or smell
 - 2) **Have you cared for or have you had close contact within the last 14 days with someone who has COVID-19 or who has symptoms of COVID-19?**
- If the answer to any of these questions is “yes,” please do not bring your student to circus. Call us at 651-699-8229 to notify our administrative team, or email absences@circusjuventas.org. Our administration team will then follow up with a survey to determine the student’s ability to return to CJ.
- Even if the symptoms above do not apply, if your student is not feeling well, please do not bring them to circus.
 - o If a student misses class for any reason, even if it is unrelated to any illness, please be sure to call or email absences@circusjuventas.org to inform our staff of the reason for your student’s absence.

Daily drop-off and pick-up procedures:

- All students must enter the building through the front entrance where they will receive a temperature check before they are admitted.
- Parents dropping off students must stay outside or in the parking lot until their student has been admitted into the building. If a student has a temperature, appears unwell, or cannot answer “no” to the Daily Health Survey questions, they will not be admitted into the building and will need to be taken home immediately.
- Please have your student(s) arrive dressed appropriately and ready for class and minimize outside items being brought into the space and over-crowding in the bathrooms.
- We recommend parents arrive 15 minutes prior to your student’s class for drop-off and line-up for temperature check. Students will be admitted into the building starting 10 minutes prior to class to allow time for the previous hour’s students to exit the building.
- Families will not be admitted into the building – only students and trained CJ staff are allowed in the building at this time. All students must wash their hands immediately upon entering.

Student Drop-off

- Once at CJ, either escort your student to the front entrance or remain in your vehicle until your student has been admitted to class.
 - o Please dress students appropriately for the weather. There may be a slight wait outdoors as students are checked in. Barring severe weather, students must wait outside until they are checked-in.
 - o Please always bring your students to the front door to enter the building. Students cannot enter through any other doors.
- CJ staff will administer a no-touch temperature check, Daily Health Survey, and ensure proper mask wearing.
 - o The student or parent/guardian on behalf of the student must be able to truthfully answer “no” to all questions on the Daily Health Survey.
 - o If a student has a fever of over 100.4 degrees F, they will be sent home.
 - o If student appears ill, they will be sent home even if the temperature check does not show a fever and they have answered “no” to all questions in the health survey.
- All students must wear a cloth face covering at all times at CJ. If a student does not have a mask with them, CJ will provide a disposable mask for use while in class.
 - o If a student refuses or is unable to wear a mask while in class, they will not be allowed to attend class.
- Once the student has passed the on-site health assessment, the student will proceed with CJ staff to the building to wash their hands prior to joining their class.

Student Pick-up

- Student pick-ups will occur outside. Please arrange to have your student meet you outside of the building after classes.

Update 12/30/20 – In order to keep our maximum building capacity under mandated maximums, all students **MUST** leave after class if not immediately going to another class. **No students will be allowed to spend down-time in the building between classes. Please plan pick-ups and drop-offs accordingly!**

While Under the Big Top

Hand washing and sanitization

- Students are required to wash their hands or sanitize immediately upon entering the building and between classes.
- We will provide sanitation stations throughout the building and encourage students to use hand sanitizer as needed.
 - o We also recommend students sanitize cell phones upon arrival at CJ. **Absolutely NO cell phones are allowed in class.**

Appropriate Social distancing

- **The best way to protect yourself and others is to ensure your student is maintaining a minimum of 6-foot distancing as much as possible.**
- **Update 12/30/20 – Additionally, 12’ distancing is required between any student training on an apparatus/engaged in an exertive physical activity and other students.**
 - o Students will maintain 6’ distancing when waiting to train on an apparatus or when not actively engaged in an activity. Non-exertive stretches and warm-ups may be done at 6’ distancing, but if it is a more active warm-up 12’ distancing should be applied.
 - o Coaches will maintain 12’ distancing from students where possible but will continue to prioritize the physical safety of the student over social distancing when needed. In some cases, coaches may need to maintain only 6’ distance or less in order to spot or assist a student – particularly when working on an apparatus. Coaches will do their best to minimize close contact and maintain full social distance as much as possible.
 - o Staff, students and coaches must maintain 6’ distancing outside of classes. Students who are members of the same household must still adhere to social distance guidelines while at Circus Juventas.
- Please ensure your student is aware that maintaining proper distancing is incredibly important for the health and safety of our entire CJ community. It is the responsibility of the student to self-monitor and maintain proper distancing while at the big top as best as possible. Our coaches and staff will remind students to keep distance both in classes and outside of class, but we cannot be everywhere at all times and will need your support implementing this important safety measure.

Entering and exiting the building

- All students must enter through the front doors after receiving their temperature check.
- Students enrolled in 400, 500, or 1000-level classes:
 - o Before Class
 - Proceed behind the bleachers on the south side of the building (by the German Wheels) to the cubbies located outside the women’s dressing room and/or on the back wall of the arena by the rigging station. Place all belongings in the cubbies.
 - Immediately sanitize or wash hands in the restrooms at the back of the building. PLEASE NOTE- THE LOCKER ROOMS ARE CLOSED FOR USE – only the restrooms side is open.
 - Wait for your coach to call you to class either by the women’s locker room or in the area directly in front of the trampoline.
 - o After Class

- When you are leaving the building, collect your items and exit through the doors by the men's locker room.
 - If you have another class immediately, sanitize or wash your hands and wait in front of the trampolines for your coach to call you to class.
 - **Update 12/30/20 - If you have a break between classes, you must exit the building and return when it's time for your next class.** All students are only allowed in the building if they are enrolled in class or participating in the work-study program for that hour. Please arrange to have your students picked up as needed or wait in a vehicle outside between classes.
- All students in 0000, 100, 200, or 300 level classes
 - Before class
 - Place your belongings in a front lobby cubby
 - Immediately wash hands in the appropriate lobby bathroom.
 - Wait in the lobby tunnel for your coach to come get you for class. **DO NOT ENTER THE ARENA UNTIL A COACH HAS CALLED YOU TO CLASS.**
 - After class
 - If a student has classes back-to-back, a secondary waiting area in front of the trampolines is available to avoid cross-traffic and over-crowding.
- All students should exit the building using any other door to avoid over-crowding at the entrance and use hand sanitizer when exiting after class.
 - **Update 12/30/20 - If you have a break between classes, you must exit the building and return when it's time for your next class.** All students are only allowed in the building if they are enrolled in class or participating in the work-study program for that hour. Please arrange to have your students picked up as needed or wait in a vehicle outside between classes.
 - If a student leaves the building between classes, the student must re-enter at the front entrance. Students will not need to have their temperature re-taken but will need to be admitted by the temp checker at the front entrance.

Traffic control and space/service adjustments

- To better ensure space availability for proper 6' and 12' distancing and other protocols, Circus Juventas has adjusted what spaces and services will be available to students. Please thoroughly review the instructions below with your student so they are aware of these changes at Circus Juventas:
 - All locker rooms are closed and not available for student use.
 - Cubbies will be available in the lobby and/or arena for storage while students are in class. Personal items are not allowed to be kept overnight, bring only what you need and bring home at the end of each day.
 - Vending machines will be off and not available for purchase
 - The kitchen will be off limits to students. This includes microwaves and refrigerators.
 - Students may bring snacks/food, but must pack it in a self-sustaining lunch box that does not require refrigeration
 - Students should not share food, water bottles or snacks with other students.
 - The fountain feature of the drinking fountains will be turned off
 - The water bottle refill option on the drinking fountain WILL be available.
 - Do NOT send your student with a glass water bottle. Glass bottles can shatter and create a hazard for our students.
 - The parent viewing area will be closed to parents as only students, coaches and staff are permitted in the building at this time.

- When not being utilized for a specific class, this space will be available as additional lobby space for students to use when waiting to be called for class.
- Shared rosin and chalk socks will no longer available – please plan to bring your own to Circus Juventas classes. Spray-on rosin will be available for student use as needed but it is encouraged to get your own!
- Students are not allowed in the administrative offices area of the big top. Please stand at the provided 6' markers in front of the front desk to talk with staff or request to use the landline phone. To enter the main arena, please enter through the central entrance way or sides, do not use the administrative offices as a pass-through.
- **Update 12/30/20** - All best efforts will be made to maintain 12' distance between classes in the arena. A minimum of 12' distancing will be maintained between equipment in use.
 - To assist with this CJ will use additional visual barriers such as cones and tape-lines on the mats to indicate 12' distancing barriers.

Masks and face coverings

- **All students, coaches and staff are required to wear a cloth face covering at all times when in the CJ building.**
- **Update 12/30/20** - Under the new order, **students are NOT permitted to remove their face covering during activities that involve a high level of exertion.**
 - Masks may only be removed **temporarily** if there is a risk of the mask getting caught on an apparatus and become a choking hazard or could impair vision. The student must resume wearing their face covering as soon as possible after temporarily removing it for the activity. As described in the youth sports guidance, examples of this type of exception are:
 - High-Contact sports/activities – such as wrestling or CJ Stay Safe category 4 classes.
 - Advanced tumbling, partner acrobatics or flying tricks – such as is seen in competitive cheerleading and high-level circus acts.
 - Training on an apparatus where the mask may get caught and possibly impair vision or become a choking hazard – such as some aerial fabric acts and similar apparatuses.
 - If a student feels they need to remove their mask for any reason, please always check with your coach to receive permission and ensure you are as socially distant as possible while the mask is temporarily removed. Excepting for these special circumstances, students must wear face coverings at all times and especially during any physical activity.
 - Please note, students are not permitted to consume food or beverages (other than water) at the big top. Students should keep water breaks brief to ensure the smallest amount of time where students are unmasked, and ensure they are properly socially distanced before removing their mask to drink.
- If providing your own cloth mask, please ensure you are wearing it properly and that it fulfills the [CDC Guidance on how to wear a cloth face covering and care instructions](#).
 - Cloth masks should be cleaned regularly. A washing machine should suffice in properly washing a face covering, or handwashing by lathering masks with soap and scrubbing for at least 20 seconds with warm to hot water before tossing in the dryer. For peace of mind, you may also iron masks on the cotton or linen setting to kill any remaining germs.

Important Reminders and best hygienic practices

- Throughout the day, follow these [Important Reminders](#) by:
 - o Continuing to wash your hands and sanitize often, especially before and after each class, and after touching your face or mask, blowing your nose, coughing, or sneezing.
 - o Avoid touching your eyes, nose, and mouth
 - o Always be sure to [Cover Your Cough](#) and sneezes!
 - o Wear your mask as consistently as possible throughout the day.
- Sanitation Stations will be located throughout the building to allow easy access to hand sanitizer and tissues, as needed. Sanitation stations will also allow for students, coaches and staff to properly clean an area before and after use.

Limited capacity, scheduling, and act selection

- Limited capacity and adjusted class scheduling
- Circus training and the CJ Stay Safe Categories

Limited capacity and adjusted class scheduling

- **Update 12/30/20 - Building occupancy will not exceed 100 persons at any time. This includes students, coaches, staff and student coaches.**
- Most classes will be 45 minutes in length to allow time to clean and disinfect the arena between classes and control traffic throughout the building.
 - o When classes end, students will be directed to use hand sanitizer prior to exiting.
 - o Arriving students will be admitted into the building 10 minutes prior to class, directed to sanitize/wash their hands and then will wait in the front lobby for coaches to bring them to their class space as soon as the area has been fully sanitized.
- Classes will begin with the coach checking in with all students to ensure that they have received their temperature check and sanitized before class.

Circus training and the CJ Stay Safe Categories

- All CJ classes and acts have been given a CJ Stay Safe Category as defined below.
 - o Category 1: Can maintain 6ft of distancing from other students/no shared equipment/ minimized coach contact.
 - o Category 2: Can maintain 6ft of distancing from other students/some shared equipment/minimized coach contact.
 - o Category 3: Will maintain 6ft of distance whenever possible from other students, but there will be times that 6ft of distance cannot be guaranteed/some shared equipment/ minimized coach contact.
 - o Category 4: High Student to Student contact/cannot maintain social distancing during training on shared equipment
- For the fall session, we will only be offering category 1,2, and 3. No category 4 classes will be offered.
- **Update 12/30/20** – For the first two weeks of winter session, all CJ Stay Safe Category 4 classes and a few Category 3 classes will be placed on hiatus. The classes that will not be meeting the week of January 4 or January 10 are:
 - o Russian Cradle
 - o Hanging Perch
 - o Triangle Trapeze
 - o Duo Trapeze
 - o Russian Swing
 - o Russian Bar
 - o 3-Man Hand Balance
- Class times have been adjusted as follows to allow time to clean and disinfect the arena between classes:
 - o 55 minute classes are now 45 minutes
 - o 40 minute classes are now 35 minutes
 - o 30 minute classes are now 25 minutes
- Training/activity areas will be fully sanitized before and after each class. Cleaning will include:
 - o Full sanitization of mats/flooring where able

- Full sanitization of all props and equipment used
- *Please note: We will not be able to sanitize all props and equipment between each student’s use within their class, only between class rotations.*

Creating a safe environment at the big top

- **General cleaning and disinfection protocols**
- **COVID-19 preparedness and the “What If” scenarios**
 - o What if a student recently traveled?
 - o What if a student arrives at CJ ill or becomes ill while at circus?
 - o What if a coach or staff member arrives ill or becomes ill while at circus?
 - o What if another household member is exhibiting symptoms or if a student is exhibiting symptoms or has been potentially exposed to a diagnosed case of COVID-19?
 - o What if a student, student’s household member, coach or other staff member is diagnosed with COVID-19?

General cleaning and disinfection protocols

- All students, coaches and staff must sanitize upon arriving, before and after meals and between classes.
- In addition to our regular twice-a-week professional cleaning service, CJ will be taking these additional cleaning measures at opening and closing:
 - Opening:
 - o Sanitize all interior and exterior door handles of front doors
 - o Sanitize the light switches and alarm pad
 - o Sanitize front counter and handrails on steps
 - o Sanitize all bathroom stall doors, flushing handles, and faucet handles
 - o Check the sanitation stations located throughout the building to make sure they are fully stocked.
 - Closing:
 - o Sanitize all interior and exterior door handles
 - o Sanitize railing going up to loft and coaches lounge
 - o Sanitize all toilet seats, flushing handles, and sanitary disposal bins in bathrooms.
- Staff Workstation cleaning: At the start and end of every shift staff will clean their own workstation with the sanitizer solution. Desks need to be kept clear of debris as much as possible to ensure we can properly clean all areas.
 - o Focusing on all high touch areas: keyboards, desk, chairs
 - o In addition, recommend wiping down any personal high-touch items being brought into the space at beginning and end of shifts (particularly cell phones)
- Coach Workstation cleaning: Coaches will clean their own workstation with the sanitizer solution before and after each use.
 - o If using more than one station per class, coaches will sanitize each station after student use to ensure it is ready for the next station
 - o Any equipment used throughout the shift will be sanitized
 - o In addition, we recommend all coaches and staff wipe down any personal high-touch items being brought into the space at beginning and end of shifts (particularly cell phones, and also things like coach binders if bringing in from home)
- Sanitation stations will be set up throughout the building to ensure students, coaches and staff are able to properly sanitize as needed, and also so hand sanitizer and tissues are readily available. These stations will be used frequently throughout the day to cleanse high-touch areas and items, as well as all activity areas before and after use.
 - o Sanitation Stations will include:
 - Cloth or paper towels

- Spray bottle of sanitizer
 - Tissues
 - Hand sanitizer
 - Trash
 - Bin for dirty cloth towels
- Where sanitation stations will be placed
 - Front entrance / check-in table
 - Front Desk counter
 - Concession counter
 - Coach Lounge
 - Coach Mailboxes
 - Kitchen
 - Each office
 - At each Zoom class station
 - 4 locations throughout the arena to be used for regular class sanitation
 - All four bathrooms
- To use the spray sanitizer to clean an area you should do one of the following options to ensure full sanitation:
 - Fully spray the area and walk away to allow to air dry
 - Fully spray the area and allow to rest for at least 2 minutes before wiping down dry
 - Spray a paper towel or cloth rag so it is thoroughly wetted down. Use this damp towel to wipe the surface, then allow to air dry
- Our big top tent is a great asset to our organization as its large, open layout allows us to ensure appropriate social distancing for all equipment during classes and minimize the risks involved with smaller, more enclosed spaces. To further ensure quality of air and increase airflow throughout the big top, Circus Juventas has had all our air conditioners recently serviced and all air filters replaced. Fans have been installed throughout the building to increase air movement. Additionally, we will keep front doors open to allow for fresh air as much as possible and will place fans throughout the building and training area to increase additional air flow.

COVID-19 preparedness and “What If” scenarios

Updated 12/30/20 - What if a student recently traveled?

- Circus Juventas asks families to consider MDH and CDC guidelines regarding quarantine after travel – particularly when travel is across state lines. Please refer to the updated quarantining guidance released by MDH on December 7, 2020 [HERE](#). You may also refer to the current CDC travel recommendations [HERE](#) and we appreciate any steps taken by families to ensure the safety and wellbeing of our circus community.

What if a student arrives ill or becomes ill while at circus?

- If your student is not feeling well, do not bring them to Circus Juventas.
 - If you keep your student home for any reason, please be sure to call (651-699-8229) or email absences@circusjuventas.org to inform our staff of your student's absence!
 - CJ administrative staff will send a [CJ Student Absence Survey](#) to assess next steps regarding the student's ability to return to class.

Updated: 12/30/2020

- Surveys are based on MDH and CDC guidelines. The Stay Safe MN decision tree regarding sick students can be found at <https://www.health.state.mn.us/diseases/coronavirus/schools/exguide.pdf>.
- If a student appears ill or exhibits a fever over 100.4 degrees F during the temperature check, they will not be allowed admittance to classes for that day and will be asked to submit a CJ Student Absence Survey to properly determine next steps regarding the student’s ability to return to class.
- If a student appears ill or becomes feverish while at CJ, the following steps will be taken:
 - The coach will notify the front desk staff, the student will be placed in a comfortable, isolated location to await pickup from a parent or guardian.
 - CJ will contact the parent/guardian of the sick student and ask that the student be picked up as soon as possible.
 - We ask that parents be available via phone any time their student is in class to ensure timely pickup of sick students.
 - CJ administration will make a follow-up phone call to any students denied entry and will administer a survey to determine next steps regarding the student’s ability to return to class.

What if a coach or staff member becomes ill while at CJ?

- Coaches and staff are instructed to take the daily health survey prior to entering the building and are not allowed to come to work if feeling ill. CJ will have back-up staffing options available to cover for an ill staff member if needed.
- If a coach or staff member becomes ill during the day, they will take these following steps:
 - Sanitize their immediate area then exit the building and isolate in their car to call and inform their supervisor.
 - Supervisor will administer a follow up survey to determine when the employee can return to work.
 - These surveys are in following with all MDH and CDC recommendations for home isolation and quarantine.

What if another household member is not feeling well? Or if a student has been potentially exposed in some other way to someone who has COVID-like symptoms?

- If someone in your household is not feeling well, or if your student has been exposed to a symptomatic or confirmed case of COVID-19, do not bring them to Circus Juventas. Instead either call 651-699-8229 or email absences@circusjuventas.org to inform our staff.
 - If a student is potentially exposed, CJ staff will administer [Student Potentially Exposed Survey](#) to assess next steps and the student’s ability to return to circus. We will follow the MDH and CDC guidelines in response to sick students and potential exposures (referred to as “household members” in this PDF) at Circus Juventas. To reference the Stay Safe MN decision tree regarding sick students go here: <https://www.health.state.mn.us/diseases/coronavirus/schools/exguide.pdf>

What if a student, student's household member, coach or other staff member is diagnosed with COVID-19?

- **If a student, or student's household member is diagnosed with COVID-19, the parent/guardian must inform our staff immediately either by emailing absences@circusjuventas.org or calling 651-699-8229.**
 - If a coach or staff member is diagnosed with COVID-19, they are under instructions to also immediately inform their supervisor at Circus Juventas.
- In either instance, Circus Juventas will call the MDH (Minnesota Department of Health) for guidance on cleaning/sanitization recommendation and potential site closure timeframe following a confirmed diagnosis. All parents and staff identified as potentially exposed affected will be notified as directed by the MDH.