**Event COVID-19 Policies and Procedures**

**Volunteer Responsibilities**

The volunteer and participants are responsible for abiding by the following policies at all times while in Department of Wellness facilities

* Prior to their first training session, volunteers will be responsible for assuring that the participant(s) is fully aware of all policy and procedure updates pertaining to the COVID-19 pandemic.
* If at any time the volunteer does not feel well, they are encouraged to stay home until they are feeling better. They must make sure supervisors are informed if they are unable to work.
* The volunteer is responsible for aiding in making sure facility occupation numbers do not exceed the mandatory limits upon arrival with participants.
* In the event that max building/area specific numbers are met, volunteers will help direct participant to another area.
* Face masks are required at all times unless the volunteer is demonstrating a movement/exercise.
* Six feet of distance must be maintained between participants and volunteers at all times.
  + The only exception is when spotting is necessary and both the volunteer and participant are wearing masks.
* Volunteers will be responsible for disinfecting equipment during and after participant usage.
  + Volunteers may also ask participants to clean equipment after each usage.
* Volunteers will need to make sure participants maintain a 6-foot distance between one another.
* Encounters of 6 feet or less require facemasks to be worn at all times even if exercising.
* Participants may take their face masks off while exercising if there is at least 6 feet between them and another person/participant.

**Participant Responsibilities**

The participant is responsible for abiding by all the safety rules stated above and below.

* In the event that max numbers are met, participants may be asked to wait in another area.
  + Please be flexible, patient, and understanding if this occurs.
* If at any time these rules are broken or not followed:
  + The participant may be disqualified and charged fully for the event.
  + Event/heats may be put on hold until further notice.
* If you, the participant, do not feel well, you are encouraged to cancel sessions and stay home until you feel better.
* Face masks are required at all times when in the building, unless you are performing an exercise in place. Movement from one location to another requires a face mask to be worn.
* All participants and volunteers are required to have a 6 foot distance between each other at all times.
  + Distance of 6 feet or less between participants/volunteers will require face masks to be worn, even if exercising.
* There will be no shared equipment of any kind between participants.
* Participants may be asked to help disinfect used equipment between and after events.

**Volunteer Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Participant Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**