

FLIPS & TUMBLES AT THE NEW ALERT LEVEL 2



FLIPS & TUMBLES

Below is outlined our Policies and Procedures that will be required to be followed by both Flips & Tumbles staff, customers and participants as well as anyone else who may be allowed to enter our building at Alert Level 2.

The government regulations put in place we need to comply with, these are in place until the government lifts them.

We will continue to keep you updated.

We are hoping that these measures are just temporary, as long as we keep working together and moving forward, together as a team!

GENERAL

- **There is a maximum capacity in the building; only staff members and participants of the class or session may enter the building.**
- **If you are unwell or showing flu like symptoms, you must not enter the building.**

Policies & Procedures

TERM CLASSES

General:

- All classes has limited numbers already, all children in the class must be on our class rolls -if you are unsure please email us before arriving and we can confirm for you.
Anyone not on our class lists may be turned away at the door.
- Anyone who enters a Flips & Tumbles building will be asked to wash/sanitise their hands upon entry and as they leave.
- Anyone who enters our building; workers, contractors, customers, children etc, with cold or flu-like symptoms will be asked to stay away from our premises - anyone who is unwell will not be allowed to enter a Flips & Tumbles building until they are 100% better.

What Our F&T Staff Will Be Required To:

- All staff will wash or sanitise their hands upon arrival as well as before and after each class.

- If any staff member is feeling unwell, they will be told to stay home and will not be allowed to come into the building until they are 100% better.
- Staff will be cleaning and disinfecting surfaces before and after each session.
- Flips & Tumbles staff will be marking off children into their class - if they are not on our class lists and our classes are full, they may be turned away at the door.
- Staff will also be required to sign in on our staffing system.
- Staff have been instructed to limit their contact with the children, this means that there will be minimal spotting of the children, no High 5s or fist bumps etc.
- Staff and management will continually communicate with each other to identify risks and ways to manage them.

Arrival Process:

- We are requiring a "Drop-and-Go" service, so minimal foot traffic enters our building - you may bring your child to the door to be checked in but you must leave after this - we are sorry for any inconvenience this may cause but this is in the best interest of complying with the Covid-19 health guidelines.
- We will be allowing entry into our building 5 minutes before their class is due to start - this will minimise crossover with other participants.
- Children will be required to use the hand sanitiser upon entry, this is available by the door or as they enter the gym area.
- They must then see reception desk to be checked into their class.
- Once completed, they may enter the gym area and wait on the gym floor until the coach is ready to begin the class.

If you arrive earlier than 5 minutes before your class time is due to start, we ask that you wait in your car until there is 5 minutes before your class time.

Departure Process:

- After class children will be waiting outside with a staff member in a coned off area of the carpark, please collect your child/ren from here.

TODDLER TUMBLE

Toddler Tumble Sessions will be running!!

Although, we have a few procedures that will need to be followed.

We are now requiring everyone to use our online booking system, this is so we can keep our contact tracing records as part of the health regulations in place by the government.

This process can be found on our website under the Toddler Tumble tab.

It is a very easy-to-use process; select the day and session time that works best for you, then enter your details -for contact tracing purposes- followed by payment.

When you arrive it will be super quick so you and your little one can get more jumping time in!

Process on Arrival:

- We will be allowing entry into our building 5 minutes before each session is due to start - this will minimise crossover between each session.
- Please use the hand sanitiser upon entry, this is available by the door or as you enter the gym area.
- Then make your way to the reception desk so we can check you into your session.
- Once completed, you may enter the gym area and let your little ones begin playing.

If you arrive earlier than 5 minutes before your session time is due to start, we ask that you wait in your car until there is 5 minutes before your session time.

One ticket = one entry into the session.

Any child that will be staying in a carrier or will be held in your arms the entire time is not required to have a ticket.

As stated above, our staff will have wiped down, disinfected and cleaned all surfaces before the children use the gear and after as well.

Process on Departure:

Please see reception to sign you out.

Please wash your hands or use the sanitiser available as you leave.

FOR FURTHER INFO + Booking Links;

[Click here](#)

There are limited spaces.

We can't wait to see the little ones over this time!

OPEN SESSIONS

Same as Toddler Tumble, these sessions will run a little differently and numbers will be limited.

We now require everyone to book online, this is so we can keep our contact tracing records as part of the health regulations in place by the government.

This process can be found on our website under the Open Sessions tab.

It is a very easy-to-use process, select the day and session time that works best for you, then enter your details -for contact tracing purposes- followed by payment.

When you arrive it will be super quick!

See below for arrival process.

Process on Arrival:

- We will be allowing entry into our building 5 minutes before each session is due to start - this will minimise crossover between sessions.
- Please use the hand sanitiser upon entry, this is available by the the door or as you enter the gym area.
- Then make your way to reception desk so we can check you into your session.
- Once completed, you may enter the gym area and begin your session.

If you arrive earlier than 5 minutes before your session time is due to start, we ask that you wait in your car or outside the doors until it is 5 minutes before your session time.

These sessions are Drop-and-Go this is to minimise the amount of people in our premises.

One ticket = one entry into the session (the ticket = the participant that will be entering the gym).

As stated above, our staff will have wiped down, disinfected and cleaned all surfaces before the children use the gear and after as well.

Process on Departure:

Please see reception to sign you out.

Please wash your hands or use the sanitiser available as you leave.

[BOOK HERE | 1HR](#)

[BOOK HERE | 2HR](#)

BIRTHDAY PARTIES

We will still be able to take birthday party bookings as normal.

Please note:

- Only the participants plus the coach will be allowed in the gym area - please limit the parents to only those of the birthday child, other childrens' parents can drop and go, then come back to pick up.
- If you have added on the party room, we ask that you do your best to do everything you would like to do between 30-35 minutes so the final 5-10 minutes of the clean up/pack up process can happen as quickly as possible to ensure there is enough time between the crossover so that staff can wipe down and disinfect surfaces used in the party room before the next session enters the building.
- If you are the next party, we ask that you wait in your cars until the final people of the previous party have exited the building before you enter.

Remember, it is up to each one of us to keep the rest of New Zealand safe.

These are the most important things that you can do:

- COVID-19 is out there. Play it safe.
- Keep your distance from other people in public.
- If you're sick, stay home. Don't go to work or school. Don't socialise.
- If you have symptoms of cold or flu call your doctor or Healthline and get tested.
- Wash your hands. Wash your hands. Wash your hands.
- Sneeze and cough into your elbow, regularly disinfect surfaces.
- If you have been told to self-isolate you must do so immediately.
- Keep a track of where you've been and who you've seen.

People at higher-risk of severe illness from COVID-19 (e.g. those with underlying medical conditions, especially if not well-controlled, and seniors) are encouraged to take additional precautions when leaving home.

We thank you for your understanding and continued support during this time.

If you have any further questions on the above information or any concerns we can help you with, please do not hesitate to ask.

**Cheers,
The Flips & Tumbles Team**