

# Member Education

Returning to UBC Okanagan

## Step 1:

# Before Arriving at the Gym

- Before arriving at the gymnasium:
  - Purchase your [Summer Semester Membership](#) online (valid until August 31, 2020).
    - Students - \$30
    - Faculty/Staff - \$50
    - No Drop In or Community Memberships will be offered at this time.
  - [Reserve](#) your workout time for the Hangar Fitness Centre.
    - The deadline to reserve an appointment is 11:59pm the day prior. No “same day” reservations will be accepted.
  - Complete the [BC COVID-19 Self Assessment Tool](#).
    - You will be required to show proof of completion upon check in (save a copy on your phone).
  - IF YOU ARE SICK, STAY HOME.

## Step 2:

# Educate Yourself

- Physical Distancing
  - Members **MUST** respect physical distancing at all times.
  - Always remain two meters away from each other.
  - Avoid unnecessary contact, such as handshakes, high fives, and hugs.
- Do not share personal items (waterbottles, towels, etc.).
- Lost and Found waterbottles will be discarded immediately. All other items will be kept at the Customer Service Desk for one week before being discarded.
- If you have a mask or face covering, please bring it with you. You are not required to wear a mask during your workout, but it may be required for areas where physical distancing is difficult (washrooms, hallways, etc.)
- Follow all instructions provided on posted signage or by staff.

## Step 3:

# Understand the Cleaning & Disinfecting Protocols

- Cleaning (first step) AND Disinfecting (second step)
  - Members will be responsible for cleaning all of their equipment before & after use and disinfecting all of their equipment after use.
    - 1. CLEAN:
      - Use the Virex 256 II Spray Bottle.
      - Spray all items (all sides) before and after use.
      - Wipe dry.
      - Record your name on the Cleaning Card.
    - 2. DISINFECT:
      - Place all items (free weights, bars, plates, mats, kettlebells, accessories, attachments, etc.) into the Drop Zone.
        - Cardio equipment, benches, and other large items stay where they are and are not moved into the Drop Zone.
      - Use the Virex 256 II Spray Bottle (10 minute dwell time).
      - Spray all items (all sides) that you just cleaned.
      - Leave all items to dry (do not wipe).
      - Record the disinfection time on the Cleaning Card.
      - Record the time that the equipment will be ready for use (10 minutes after disinfection time) on the Cleaning Card.

## Step 4:

# Arriving at the Gym

- Arriving at the gymnasium:
  - Please arrive at your scheduled workout time.
    - Do not arrive early. We need to limit the number of members waiting in common areas.
    - If you are early, please wait outside or in your vehicle until your workout time.
  - At your scheduled workout time enter the facility through the Accessibility Door.
    - Use an object to activate the automatic door button.
  - As you enter the facility, STOP to read the posted screening questions.
    - If you answer 'no' to all screening questions, please continue to enter the facility.
    - If you answer 'yes' to any questions, please leave the facility.
  - Once you have entered the facility:
    - Immediately wash your hands in the washroom or sanitize your hands at a sanitization station.
    - Proceed to the Hangar Fitness Centre to check-in.

## Step 5:

# Checking In

- Checking in at the Hangar Fitness Centre:
  - If you arrive with other members, ensure that you continue to practice physical distancing.
  - Enter the Hangar Fitness Centre through the Accessible Door (wait until it's clear).
    - Use an object to activate the automatic door button.
  - Staff will ask the following questions:
    - Have you washed/sanitized your hands?
    - Have you completed your BC COVID 19 Self Assessment?
  - Scan your Student ID.
    - Staff will verify your membership and ensure the correct waivers have been completed.
    - All memberships and waivers need to be completed prior to arriving at the gymnasium.

## Step 6:

# Cleaning Before You Workout

- Once you have successfully checked in at the Hangar Fitness Centre, you will be provided with a Personal Cleaning Kit, including:
  - Spray Bottle (Virex 256 II)
  - Cloth Towels
  - Cleaning Card
  - Gloves (optional)
- Members must clean all of their equipment before use.
  - 1. CLEAN:
    - Use the Virex 256 II Spray Bottle.
    - Spray all items (all sides) before and after use.
    - Wipe dry.
- Workout!!!

## Step 7:

# Cleaning & Disinfecting After Your Workout

- Members must clean & disinfect all of their equipment after use.
  - 1. CLEAN:
    - Use the Virex 256 II Spray Bottle.
    - Spray all items (all sides) before and after use.
    - Wipe dry.
    - Record your name on the Cleaning Card.
  - 2. DISINFECT:
    - Place all items (free weights, bars, plates, mats, kettlebells, accessories, attachments, etc.) into the Drop Zone.
      - Cardio equipment, benches, and other large items stay where they are and are not moved into the Drop Zone.
    - Use the Virex 256 II Spray Bottle (10 minute dwell time).
    - Spray all items (all sides) that you just cleaned.
    - Leave all items to dry (do not wipe).
    - Record the disinfection time on the Cleaning Card.
    - Record the time that the equipment will be ready for use (10 minutes after disinfection time) on the Cleaning Card.
    - Leave the Cleaning Card on the equipment in the Drop Zone.
    - Once the 10 minute dwell time has elapsed, put away all equipment.

## Step 8:

# Leaving the Gym

- Ensure all equipment has been put away.
- Empty all towels from the Personal Cleaning Kit into the Laundry Bin.
  - If the gloves were used, they can be discarded into the garbage can.
  - Leave all other items (unused gloves, spray bottle, cleaning card) in the Personal Cleaning Kit.
- Leave the Personal Cleaning Kit in the Personal Cleaning Kit Drop Zone.
- Exit the Hangar Fitness Centre through the Accessible Door (wait until it's clear).
  - Use an object to activate the automatic door button.
- Immediately following your workout, wash/sanitize your hands.
- Leave the facility through the marked exits (upstairs main doors).
- Leave the facility immediately, do not socialize in the facility.

## Step 9:

# Workout Appointments

- As limited workout time slots are available, members are only able to book one workout per day.
- If you need to cancel a workout, please do so as soon as possible so that other members may book that time slot.
- Cancelling a Workout
  - Log into your [UBCO Recreation Account](#).
  - Select “My Account” (upper right hand corner).
  - Select “Historical Transaction List” (under Account Activity).
  - Select “Withdraw” for the workout you would like to cancel.
  - Select “Add to Cart”.
  - Select “Finish”.
- Members that continue to book multiple workouts in a day or do not show up for their workout will have their membership revoked.

Step 10:

Thank You

*To ensure respectful access for all users, UBC Recreation has a three strike policy for no shows and double bookings within a 24 hour period for all Hangar Fitness Centre workouts. After three strikes, the registered user's account will be suspended, and unable to book a time slot for a one-week period. Cancelling workouts can be done online through your account or by calling 250-807-8659.*

Thank you for your cooperation and understanding during this time.  
We are excited to welcome you back.

- UBCO Athletics & Recreation -