



Best Practices for Businesses to Reopen

FITNESS CENTERS, MARTIAL ARTS AND DANCE STUDIOS



PREPARE THE BUILDING

- Develop a plan or checklist for reopening consistent with [CDC](#) guidance that includes:
 - Employee training.
 - Leave policies, absenteeism, plans and employee screenings.
 - Facial covering requirements for guests and employees.
 - Physical facility evaluation for any damage or issues caused by vacancy. Follow [CDC](#) and [Maryland Department of the Environment](#) guidance on reopening buildings, including checking mechanical, air and water/ice systems. Ensure all water lines are flushed, including equipment water lines and connections, according to manufacturer's instructions.
 - Develop a plan to maximize social distancing and minimize opportunities for disease transmission at entrances, bottlenecks, pinch points, and customer interactions through barriers, signage, process controls, and other means.
 - Social distancing protocols and procedures for employees, vendors, and guests, with special consideration for entrances and exits, queues, bottlenecks, facility layouts and safe capacity limits.
 - Communications and signage.
 - Routine and frequent environmental cleaning and disinfecting, especially high-touch surfaces, in accordance with CDC recommendations.



OPEN FOR MASKS ON MARYLAND

- Face coverings are required for all employees, parents or guardians, and participants, including children older than 5 years of age, when indoors. When outdoors, face coverings are required if unable to consistently maintain at least six feet of distance from other non-household individuals and are advisable under all conditions.
- Customers with disabilities who are unable to wear a face covering must be provided with an opportunity to receive the same goods and services as customers without disabilities. For more information, please see the [Face Coverings FAQ](#).
- There is an exception for those actively engaged in physical activity when using the face covering creates a bona fide safety risk. For exceptions to this requirement, please see latest [Executive Order](#).



PREPARE THE WORKFORCE

- Employees should be trained in and understand current COVID-19 health and workplace guidelines, such as hand hygiene and cleaning protocol, along with proper PPE use and disposal.

- Implement a daily screening process for workers, which includes [CDC](#) or MDH recommended health questions, and consider temperature testing.
- Direct sick workers to follow [CDC](#) and state guidelines regarding home isolation for suspected or confirmed COVID infections and returning to work.
- Encourage employees to maintain social distancing, including during breaks, and modify procedures to avoid staff congregation.
- Train employees on the proper responses to guests who challenge social distancing, facial covering, and other protocols.
- Tools and equipment that are shared should be sanitized prior to giving to another employee and at the beginning or end of each shift.



SOCIAL DISTANCE PLANNING

- Minimize congregating in common areas through signage, floor markings, barriers, and employee communications. Restrict access to areas where social distancing and social gathering requirements cannot be followed.
- Arrange work stations, cardio and strength equipment, workout areas to accommodate social distancing guidelines.
- Encourage guests to exercise individually, taking appropriate safety precautions when using equipment.



Best Practices for Businesses to Reopen FITNESS CENTERS, MARTIAL ARTS AND DANCE STUDIOS

- Consider scheduling “by appointment” only. Allow enough time between clients for cleaning.
- Schedule classes so that there is time between them to allow guests to exit the facility from the class prior to the next class arriving and for staff to adequately clean between class sessions.
- If possible, set aside special hours for vulnerable or at-risk guests
- Offer virtual client training when possible.
- Post signage advising customers to not enter the store if they are sick or symptomatic
- Evaluate space and capacity based on executive orders and social distancing guidelines. Determine capacity in order to ensure guests can properly physically distance themselves at all times, including in areas that may be prone to congregation, such as equipment rooms, gym floors, entrances, exits, and other amenities.



REDUCE TOUCH POINTS / CONTROL ACCESS & INCREASE CLEANING

- Clean and disinfect the facility in accordance with CDC guidelines.
- Encourage guests to use one piece of equipment at a time. Wipe down all furniture, gear, training mats, equipment, etc., after each use.
- Create sanitization stations stocked with hand sanitizers and disinfecting wipes for easy access by the public and employees.
- Remove magazines, newspapers, and other collateral from public areas.
- Encourage customers and employees to bring their own water bottles. Provide bottled water or water in single service disposable cups from a touchless or easy to clean dispenser. Provide sanitizing wipes and clean water dispensers frequently.
- Encourage customers to bring their own towels.
- Encourage touchless payment and check in methods.
- Utilize check in procedure to maintain proper capacity limits.
- Move any retail inventory to a “no-touch” area (i.e. behind counter) to minimize touching.



COMMUNICATION PROCEDURES

- Language Access: Provide training content in Spanish and alternate languages prevalent in our small business community.
- Post signs outlining CDC guidelines to encourage and remind employees and customers of safe distancing and cleaning procedures and to not enter if feeling sick or ill.
- Hold daily or weekly team meetings to ensure clear communication, to clarify protocols, and discuss any necessary process modifications.
- Prior to the guest’s visit, if possible, explain processes in place for their comfort, which includes face covering requirements, social distancing, and increased hygiene practices per the [CDC](#) and [MDH](#) guidance and that you are open for business.
- Contact your local health department if you are concerned about transmission of COVID-19 in your facility.

All Executive Orders still in effect must be complied with. See most up to date orders here: governor.maryland.gov/covid-19-pandemic-orders-and-guidance.