



**FLEXX STUDIOS
COVID-19 SAFETY PROTOCOLS**

FLEXX STUDIOS

HEALTH & SANITATION GUIDELINES

Statement from Annabelle Jones, Owner, PPW 1300 Broadway, INC. (FLEXX Studios)

I hope this message finds you safe and continuing to progress in your fitness goals. Although our studio has been closed, we certainly have not been inactive. We have been actively focused on how we will relaunch our studio safely for our members, employees and our community. We have done extensive research and have implemented additional deep cleaning measures as well as air purifiers throughout the studio to do our best to elevate and adopt the best cleaning practices available. These efforts have been combined into the FLEXX Studios Reopening Plan, and we are prepared to deliver a new gold standard in member and staff cleanliness and safety.

Health and fitness is our core focus at FLEXX Studios which is why our operations plan goes beyond industry and government standards. Our Operations Plan is designed to ensure that our members can safely return to their regular fitness routines from the moment we open our doors. Now more than ever, health is at the forefront of our communities, and we take our responsibility seriously.

We have been extremely transparent, proactive and thoughtful as we have rolled out our plans to address the health of our community throughout this process. We are confident in the practices set forth in this plan, and we are making our full operating procedures available to our members and the public. We will continue to work closely with our local and state government officials and make adjustments to our plans in accordance with new protocols as they arise.

I am proud of the work we have done and continue to do to support our community. We look forward to welcoming current and new members through our doors starting Monday, June 29th.

In closing we want to thank our FLEXX Studio members, employees and our community for your ongoing support and trust. We will continue to set our standards high so that we may continue to thrive amidst any challenge.

Annabelle Jones
Owner, FLEXX Studios

CLEANING AND SANITIZATION

CLEANING PROTOCOLS

In addition to existing continuous cleaning protocols, we will add a rigorous, deep-cleaning and disinfecting process three times during the day and once overnight. We will continue to work with our professional cleaning service team as well as asking all team members to support these rigorous cleaning protocols.

DISINFECTING PROCEDURES

Medical-grade, EPA-registered disinfectants which are designated effective against the COVID-19 virus will be used for all continuous and deep-cleaning processes. This equipment will also be used to fully disinfect designated lockers that will be available for use. The studio common areas will be cleaned throughout the day and each fitness room will be cleaned before and after each class. The studio will also be cleaned and disinfected overnight.

AIR PURIFIERS

Medical-grade air purifiers have been placed in each studio room as well as common areas to capture and reduce up to 99.97% of airborne particles as small as .3 microns.

SMALL GROUP FITNESS EQUIPMENT & PROPS

We will allow a minimum of 20 minutes between fitness classes for disinfecting the studio room and all equipment.

TOUCHLESS SANITIZATION STATIONS

HAND SANITIZERS

Members will be asked to use our touchless hand sanitizer when entering the studio and frequently throughout their visit. The hand sanitizer solution kills up to 99.9% of germs and includes 67% ethyl alcohol, above and beyond the CDC's guidelines of 60%. Hand sanitizer will be available at new touchless hand sanitization stations throughout the studio. All Employees will be required to abide by these rules as well as additional hand sanitization between classes.

DISINFECTANT WIPES

Members will be asked to use disinfectant wipes on equipment before and after use in addition to FLEXX's cleaning protocols. Our disinfectant wipes, approved by the EPA for use against COVID-19 are proven to kill 99.99% of bacteria, viruses & fungi on equipment while having the safest EPA Toxicity Rating. Disinfectant wipes will be available throughout the studio. Instructors will also be cleaning and disinfecting equipment between classes.

HEALTH CHECKS

Health Declaration

Members and our teams will be required to complete a mandatory Health Declaration before each visit to confirm they are not experiencing symptoms of COVID-19, nor have they come in contact with someone who is experiencing symptoms.

Temperature Checks

Members and our team will be required to have their temperature taken with our infrared touchless thermometer when they check in. Per CDC guidelines, individuals with a body temperature greater than 100.4 degrees, or local guidelines, will not be permitted entry into the studio.

FLEXX Studio team members will be required to sign an attestation form once per day upon arrival attesting that they do not have symptoms, have not traveled to high risk areas and do not live or have had close contact with anyone diagnosed with COVID-19.

Any staff member displaying symptoms of illness will be immediately sent home and required to seek medical consultation prior to returning to work. While we understand not all symptoms of sickness will ultimately return a positive test for COVID-19 we will be hyper diligent in ensuring the safety and health of all team members who are at around each other and our FLEXX Studio community.

FLEXX STUDIO FRONT DESK TEAM MEMBERS ARE REQUIRED TO WEAR MASKS AND GLOVES THROUGHOUT EACH SHIFT. FLEXX STUDIO FITNESS INSTRUCTORS ARE REQUIRED TO WEAR MASKS DURING CLASS AND ARE ENCOURAGED TO WEAR GLOVES.

Notifications

Members will be asked to alert our Client Relations Team at clientrelations@flexstudiosburlingame.com if they test positive for COVID-19 within 14 days of their last visit at FLEXX. We will email notification to all potentially exposed persons if there is a confirmed case of COVID-19 at FLEXX.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

Face Coverings

Our team will be required to wear face masks at all times. Our Front Desk Team will also be required to wear gloves. All clients entering the studio are required to wear a mask. Although we encourage clients to wear their masks during workouts, they will not be required to do so. Members can remove their mask during their workout and then are required to wear the mask when they are leaving class and the studio. Upon request, Members will be provided with a plastic bag to store their face covering should they opt

to remove their mask during class. For convenience, members may purchase antimicrobial masks at the Front Desk for \$1.

Gloves

It is recommended but not required that members wear gloves during their visit.

TEMPORARILY ON HOLD

Pausing Access for the Meantime

During the initial reopening period and as per local government requirements, the following may be temporarily closed: Showers.

Our towel service will be temporarily closed, and members will be instructed to only bring the essentials they need to class (water bottle, keys, wallet, towel). Water will be available for purchase at check in. Designated lockers will be available for use.

GO CONTACTLESS

Touchless check-In for Members will make it easier for social distancing.

Contactless In-Studio Transactions

For convenience and to minimize contact, members will be asked to use their credit card on file in the MindBody app for purchases. Members are asked to update their profile in the MindBody app or website. Our Front Desk Team is happy to assist them with this if they have any issues or need help logging in.

frontdesk@flexxstudiosburlingame.com

GIVE EACH OTHER SOME ROOM

Signage and Social Distancing Floor Markers

To ensure members and staff can give each other enough space, physical distancing cues will be marked throughout the studio, in our common areas, in our windows for outside guidance and in our fitness class rooms. Signs will be placed throughout the studio class rooms to remind members to wipe down equipment before and after use and to practice physical distancing. Instructors will help remind clients and will also participate in making sure all equipment used is sanitized and disinfected between classes. COVID-19 Physical distancing, proper mask usage, signs and symptoms list are a few of the other types of signage prominently displayed throughout the studio and at our entrance.

We will operate at 50% or less capacity in the initial launch phase of our opening to better allow for social distancing.

Reduced Class Occupancy Levels

- All Reformer Pilates classes will be at 50% occupancy, max 7 clients
- All Kickboxing classes will be at 33% occupancy and allow for 4 clients
- All TRX classes will have just under 50% occupancy at a max of 6 clients
- All Strength Training classes will have 6ft social distancing and a max of 6 clients
- All Bootcamp classes will have 50% occupancy and a max of 7 people in class

FRONT DESK ETIQUETTE & MEMBER ARRIVAL

COMPANY MANDATED TEMPERATURE CHECKS & TOUCHLESS SANITIZATION WILL BE CONDUCTED PRIOR TO ENTRY AT FLEXX STUDIOS. A HEALTH SCREENING ASSESSMENT WILL ALSO TAKE PLACE PRIOR TO TAKING CLASS. MASKS WILL BE WORN BY EVERYONE ENTERING AND EXITING THE STUDIO.

Check-In

- Members and staff will be required to complete a Health Screening Questionnaire prior to class.
- All FLEXX Studio members and staff will be required to undergo a temperature check with an infrared thermometer to ensure their temperature does not exceed 100.4, the temperature indicated by the CDC which classifies a fever.
 - If a temperature is determined to be over 100.4 the staff member will conduct two additional checks to determine entry or refusal of entry.
 - If more than one test indicates a temperature exceeding 100.4, entry to the member will be denied.
- While awaiting entry to the facility, physical distancing will be enforced using indicators on the ground set in 6' ft. increments.
- After the check in process is complete, members can either choose to wait in a designated area given by the Front Desk Team, wait outside by our social distance markers, or if the studio room is ready, they can enter class.
- Each member will be assigned a dedicated space in class at check in. Members must wear a mask until they are in their designated space in class, and then they have the option to remove the mask for class.
- Masks must be worn after class and while exiting the studio.

GROUP FITNESS ETIQUETTE

Class Booking

To ensure physical distancing, we will limit capacity for all Small Group Fitness classes. Advance booking will be required to attend all classes.

Studio Access

Studios will be closed and unavailable until approximately 5 minutes before class to ensure the studio and all equipment is disinfected.

Equipment

All classes will be designed to facilitate distance between members. Our team will set up the studio beforehand with equipment. If a member requires other equipment, a team member will be available to assist. Only team members will be permitted in the equipment area.

Adjustments

No hands-on adjustments will take place in classes. Instructors will wear a mask at all times and instruct from a designated space in each class. Modifications and coaching will be given to all participants as always, but there will be no contact allowed in class.

Equipment & Accessory Use

To facilitate physical distancing as well as the highest level of cleaning and disinfecting standards, we will reduce equipment available for use as well as minimize the use of certain props in class.

Personal Training

Members will be asked to practice physical distancing etiquette during Personal Training, Semiprivate training or coordinated small group classes not normally on our online schedule. Instructor will wear a mask at all times and will remain 6-to-10 feet away. All cueing and corrections will be done verbally. Virtual Personal Training will continue to be offered and can be coordinated through our Front Desk Team, frontdesk@flexxstudiosburlingame.com

VIRTUAL CLASSES AND ONDEMAND PLATFORM

Virtual LIVE/ZOOM group fitness classes and OnDemand workouts are available through our **Elite Virtual Studios Membership Platform**.

HAVE ADDITIONAL QUESTIONS?

frontdesk@flexxstudiosburlingame.com