



Master Lim's Taekwondo - Reopening Protocols and Procedures

We are glad to have our students back at the Dojang to resume in person classes, and to ensure the highest levels of health and safety we have created the following set of procedures as directed by the CDC and the state of New Jersey. All the following steps must be met and held as standard in order to keep our students and staff as safe as possible.

Class Procedures:

Arriving

1. Students will pre-register for classes via our reservation portal so we may minimize class sizes. To access the portal – [CLICK HERE](#).
2. Students and parents will pull up to the back-parking lot and students will line up on the sidewalk with a parent/guardian (if under 18) around 10-15 minutes before the start of class. Masks or facial coverings are required while waiting to check-in. Do not enter the facility until directed to do so. **Masks with vents, gaiters, or bandanas are not allowed as face coverings.**
3. Uniforms and belts should be worn prior to the check-in procedures.
4. Ten minutes before class a member of our staff will begin checking students in by taking their temperature with a contactless thermometer and asking if the students has experienced any COVID-19 like symptoms in the past 48 hours. Symptoms such as a fever at or above 100.4°F, coughing, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea will result in the student being sent home immediately.
5. Upon being cleared to enter, the student must be wearing a mask and will walk into the rear lobby awaiting further instructions by a staff member located inside.
6. The student will be directed to either wash their hands or use hand sanitizer after removing their shoes and being walked to their assigned spot in the Dojang where they will sit in their spot while waiting for other students to arrive. Shoes will be kept on a shoe rack in the Dojang. Students should bring their labeled water bottle to their spot with them.
7. No parents, guardians, or family members will be allowed inside the facility. They may watch class via a [ZOOM](#) room.

During Class

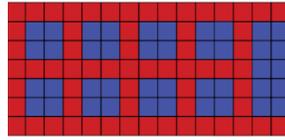
1. Students have a pre-assigned 4 mat square where they will remain throughout class.
2. Bathroom use during class is discouraged, but bathrooms will be available in the case of an emergency. Please use the bathroom at home immediately before leaving for class.
3. All students and instructors must keep their masks or face coverings on throughout the entirety of class. This includes arriving and departing procedures.
4. Classes will be run on a zero-contact basis. Students are not permitted to enter each other's squares and instructors will keep a six-foot distance from all students and from each other.

Departing

1. Students will be taken one by one to pick up their shoes and will be brought to the front lobby and front sidewalk where they will wait to be picked up. Students will be supervised by an instructor during this process to ensure social distancing is met.
2. Please arrive on time to pick up students so they do not need to wait inside the front lobby.
3. Instructors will clean any frequently touched surfaces as well as each student's square.

Additional Information:

- Student Class Spaces: Students will be placed in spaces that retain a minimum of 6 feet from others. A maximum of 8 students will attend each class (see space chart below)



- Masks: Masks or face coverings are required of all students and instructors, as mandated by the state of New Jersey, whenever inside our facility in addition to waiting to check-in or be picked up. **Masks with vents, gaiters, or bandanas are not allowed as face coverings.**
- Personal Items: Please minimize the number of items your students bring to class. We recommend labeling water bottles and only carrying in essential items to be kept next to their shoes. No food is to be brought inside.
- Belts: If a parent is unable to tie a student's belt or the student's belt comes off during class, the student should place the belt in front of them in their square as instructors are currently not permitted to break social distancing rules in order to tie belts.
- Class Reservation Portal: Classes will need to be signed up for in advance using our new reservation portal. Each student may attend a maximum of 2 classes per week. If you are unable to attend a class you have signed up for, please cancel the registration at least an hour before the start of class. To access the portal – [CLICK HERE](#).
- Viewing Class: Only students will be allowed in, but parents may watch class via [ZOOM](#) online class.
- At-Risk Students/Families: For those who are at an increased risk and/or choose not to attend class, please join any class online via our [ZOOM](#) account. Registration is not necessary.
- Sanitation: Each of our classes has a 10-minute space between them to allow our staff to clean frequently touched surfaces, student spaces, and bathrooms. Cleaning techniques will be thorough and will use disinfecting wipes and sprays.
- Symptomatic Students: Students showing any symptoms mentioned on the previous page will not be permitted to enter our facility upon check-in. Any students showing persistent symptoms during class will be immediately escorted to the front sidewalk, their parents will be called, and a staff member will wait with them until they are picked up.
- Doors: Our doors will remain open whenever possible to allow for adequate airflow throughout our space as well as to eliminate a common touch point.
- New Students Inquires: Drop-ins will not be allowed for any new parents or students wanting to view the space during regular class times. All requests for information must be made via phone or email.
- Emergencies: If a parent must pick up a student early from class for any reason, please call us at 973-252-1717 and we will escort your child to the front sidewalk. Do not enter our facility for any reason before, during, or after class.
- Future Easing of Restrictions: As time passes these protocols will gradually begin to ease as recommended by the CDC and the governor. We will continue to update you when changes have been made.

Thank you very much for following our class protocols and procedures. Though strict, we have worked hard to design a system to maximize safety as our number one priority while still delivering a quality experience to all our students. Please do not hesitate to reach out to our team at 973-252-1717 or masterlimtkd@gmail.com at any time so we may answer your questions. See you soon!