



31 July 2020

TKD Family,

We hope your summer is going well and this correspondence finds you in good health. First, we would like to thank you for your continued patience and understanding as we finalized our plans to resume in-person classes. With all necessary planning steps closed out we are ready to present details of our reopening.

To better prepare our facility for classes we will be closed Monday, August 10th through Monday, August 17th and will hold neither online nor virtual classes that week. Master Lim's Taekwondo will officially hold our **reopening on Tuesday, August 18th for in-person classes.**

Reopening Procedures

We have previously put together a robust set of procedures for students, parents, and instructors. These procedures include items such as mandatory face coverings, pickup and drop-off procedures, social distancing measures, the class reservation portal, and more.

Furthermore, surface cleaning and disinfecting will be extensive and completed between every class. A student and instructor screening will take place before even entering the facility. Class curriculum has been modified to be contactless where students remain in a designated spot throughout class. We have even purchased HEPA air filters as another added measure to increase safety. Please review the procedures and highlight the important points to your child prior to attending class. Click here to view the [reopening procedures](#).

Class Reservation Portal and Class Schedule

In order to ensure we keep the number of students attending each class at 8 or below, we have set up a class reservation portal on our website as an easy way to view our schedule and sign up for classes. We will post weekly schedules a few weeks in advance and schedules may change from week to week as we better learn how to optimize the class times for our students. A maximum of 2 classes is allowed per week, and remember to cancel the reservation if you cannot attend. Click here to use the [class reservation portal](#).

At-Risk Students and Families

Health and safety are our highest priorities and because of this we understand it may not be in the best interest for some students to attend in person classes. Also, some families may not yet be ready to send their children to class. For these reasons we will continue to use ZOOM to host online classes that take

place during our in person classes. Simply look at the schedule on our website and join the [ZOOM room](#) during that class time. No reservations are required.

Reopening Town Hall

Lastly, we are sure you have questions and would like to hear our procedures explained verbally. All of our families are invited to participate in a virtual town hall on Friday, August 7th from 6-7pm. Click here to join our [virtual town hall](#) room. If you are unable to attend, we will have a recorded version available afterwards.

Closing Remarks

We sincerely appreciate all of your love and support throughout these times and cannot wait to see you in person once again. On a closing note, we would like to express our unyielding confidence in being able to resume in-person classes with a such a high level of safety. All CDC and NJ Department of Health guidelines and mandates have been followed to the strictest degrees. While it is understood that we can never eliminate risk, we have gone above and beyond to mitigate it extensively.

Thank you again and we'll see you soon.

Best Regards,

Master Lim's Taekwondo