2020 Covid-19 Reopening DAPER Facilities and Services
Operations Playbook

Stage I Reopening
July 13, 2020
## Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purpose/Statement</td>
<td>3</td>
</tr>
<tr>
<td>Communication</td>
<td>3</td>
</tr>
<tr>
<td>Summary of DAPER Re-Opening Stages</td>
<td>4</td>
</tr>
<tr>
<td>Code of Conduct / Expectations</td>
<td>5</td>
</tr>
<tr>
<td>Hours of Operations</td>
<td>5</td>
</tr>
<tr>
<td>General Access Stage I</td>
<td>6</td>
</tr>
<tr>
<td>Membership Options</td>
<td>6</td>
</tr>
<tr>
<td>Reservation System</td>
<td>8</td>
</tr>
<tr>
<td>Tracking Capacity</td>
<td>9</td>
</tr>
<tr>
<td>Bathroom/Locker Room Access</td>
<td>10</td>
</tr>
<tr>
<td>Outdoor Field Operations</td>
<td>10</td>
</tr>
<tr>
<td>Recreational Sailing</td>
<td>14</td>
</tr>
<tr>
<td>FAQ’s</td>
<td>15</td>
</tr>
</tbody>
</table>
**Purpose/Statement**

The purpose of this document is to provide the MIT Community, patrons, and guests of DAPER our reopening plan. MIT Recreation has worked tirelessly with multiple campus partners to ensure that your safety is centered around sound decisions. This document will detail the DAPER’s 4 Stage plan and protocols for each program area. As more data and recommendations are released, DAPER may need to adjust this approach from what is outlined here to address concerns, industry best practices, MIT and government guidance.

As we move forward with these revised operating procedures, DAPER will look and feel different. The health and well-being of the MIT community is our top priority. This is an extremely trying time. We ask for not only your patience, but your help in keeping the facilities open to others in the MIT community by following our code of conduct, social distancing, and cleaning directions. Failure to comply with these policies may result in suspension of membership and loss of DAPER facility privileges.

We are looking forward to seeing you all again and are excited to be able to reopen even in this limited capacity.

**Communication**

We have developed this Welcome Back Video to help streamline the most important information you need. For updated information for future stages and comprehensive information on our new policies please continue to reference this and future playbooks.

**Where To Find Information**

- All updates in information will be emailed to our members, updated on our website [http://www.mitrecsports.com](http://www.mitrecsports.com)
- Please check our communication channels each time you plan to use our facilities BEFORE you come, as information may be rapidly changing
- If you have any questions related to our COVID regulations please email daper-reopen@mit.edu

Draft 1.9 7/12/2020
Check out our - Social media, website, and your email for the most up-to-date information for members and the MIT community

Signage

- Signage will be posted on our fields, fences and check-in areas. Please adhere to the regulations listed as they are for the safety of our members and staff
- Please check our signage each time you return to our facilities as our rules and regulations may be changing frequently.

Summary of DAPER Re-Opening Stages

DAPER has developed a four-stage approach to reopening the facilities. During each stage, the expanded access to facilities and programs will be based on National, State, Local and Campus guidelines along with industry best practices.

Stage 1 Outdoor Facilities Reopen
Sailing and Outdoor Fields

Stage 2 Indoor Facilities Reopen
Fitness and Aquatic Operations
Limited Group and Private Instruction

Stage 3 Expansion of Program and Services Offerings
Expanded Group, Private Instruction and additional programs

Stage 4 Return To Pre-COVID-19 Services and Operations
Rentals, Events and removal of social distancing restrictions

Below is the Conceptual Staged Opening Timeline. Note that this timeline can be impacted by both State and Campus mandates.
**Code of Conduct / Expectations**

As we are doing our part and we ask for our members to assist us in making this environment the safest that it can be.

- Bring your face covering - Face coverings are required during check-in and may be temporarily removed outdoors when a physical distance of at least six (6) feet from others and be maintained at all times.
- Adherence to all State, Local and Campus guidance and policies.
- DAPER Staff have final authority on all matters concerning safety management and emergency situations in the DAPER facilities until relieved by proper authorities.
- Adherence to the *MIT Return to Campus Agreement*: Compliance with Public Health Expectation for Students, Residential Partners, and Spouses.
- Social distancing guidelines will be enforced in all areas of the facility, at all times.
- Please do your best to make a conscious effort to use this time to improve your personal mental and physical well-being without compromising that of someone else.
- Patrons should wash or disinfect hands upon entering/arriving at a facility and after any interaction with employees, other members, or equipment they use.
- During Stage 1 admittance to the DAPER Outdoor Facilities will be kept to active Faculty/Staff Individual, Faculty/Staff Family, or MIT Student Family memberships only. We will not sell any daily entrance passes or are able to serve anyone not pre-approved to return to campus. See General Access and Membership Options sections for more information.
- Members are to stay home if they feel sick or show signs of COVID-19 infection.

**Hours of Operations**

DAPER has carefully assessed the hours of operation based upon our capacity limit and the populations that are being served. Within each stage, DAPER will adjust the hours as well as the populations that are welcome to visit MIT Recreation.

<table>
<thead>
<tr>
<th>Re-Opening Stage</th>
<th>Approved Access</th>
<th>Zesiger Hours*</th>
<th>Alumni/Wang</th>
<th>Sailing STARTS July 22nd</th>
</tr>
</thead>
</table>
| Stage I          | MIT Students, MIT Student Family Memberships, and Faculty and Staff approved by MIT to live or work on campus | *Outdoor Fields Monday - Sunday 7a-11a + 4p-8p | CLOSED | Tuesday - Sunday 2p - 7p  
  Monday CLOSED |
Stage I:
During our Stage I, MIT Recreation will have reduced hours and ONLY the outdoor facilities will be open for recreational use. Facilities open during Stage I will include: Steinbrenner Stadium, Jack Barry Field, duPont Outdoor Tennis Courts and Walter C. Wood Sailing Pavilion. Note All other DAPER Facilities and outdoor areas will be closed until later stages.

Some of these facilities may be closed during different times of the day due to MIT summer courses and Group Exercise. The detailed schedule for the fields will be posted online.

The Sailing Pavilion will also be open for experienced sailors and have purchased a Sailing Pass for the summer and have passed the boating and the accompanied swim test.

General Access Stage I

Who is allowed to use our space?

Currently, you must have a membership to utilize our fields and courts. If you are a member and want an outdoor pass, please Click Here to purchase a pass online

Per MIT Campus regulation, you may obtain an outdoor pass only if your membership falls into the following categories:

- Student: Currently authorized to be on campus
- MIT Faculty/Staff: Currently authorized to be on campus
- MIT Faculty/Staff Family: Currently residing on campus
- MIT Student Family: Currently residing on campus

*There are no other membership types nor guests allowed on campus or our outdoor facilities at this time. Including invited guests of above membership types.

It’s important for patrons to maintain social distancing while recreating. Water fountains or outdoor restrooms will not be available during this period.

Membership Options

During Stage 1, any member with an active Faculty/Staff Individual, Faculty/Staff Family, or MIT Student Family membership will be eligible to purchase a temporary outdoor trial pass. Pass registration will be available online MIT Recreation mobile app Apple | Android or through their online member account login at the following rates:
Summer Seasonal Outdoor Pass (July 13 – August 31)

- MIT Students: No additional fee
- MIT Student Family Outdoor Pass = $10.00
- MIT Faculty/Staff Outdoor Pass = $25.00
- MIT Faculty/Staff Family Outdoor Pass = $35.00

During the online registration process, members must complete an updated DAPER Liability Release Waiver and agree to new COVID-19 policies in order to prevent virus transmission. Registration will not be available onsite. Questions and issues with registration please contact daper-reopen@mit.edu during the open business hours.

After purchasing the pass, members can access the outdoor facilities by scanning the barcode on the back of their MIT ID card. A supervisor will use the membership management software to confirm eligibility and grant (or deny) facility access. In addition, the software will track their attendance to assist with contact tracing.
Reservation System

Members that have paid for the outdoor pass will be eligible to reserve outdoor tennis courts up to 48 hours in advance through the MIT Recreation mobile app Apple | Android or through their online member account login. To reserve courts online, login or create an account and click on the “scheduler” link to select your preferred time.

Reservations can be made up to two hours in advance, twice a day for a maximum of four hours and will be in 60 or 120 minute increments, starting and ending on the hour. For cancellations, we ask that members discard the reservation at least an hour prior to the start. For questions regarding the tennis options, members can email daper-reopen@mit.edu during the open business hours.

Check In is required in order to use the outdoor facilities and memberships will be verified prior to access being granted.

Sailing Reservations can be made through the sailing website http://sailing.mit.edu/.
3. **Tracking Capacity**

DAPER will be tracking capacity of the facilities and each area will be updated throughout the day. Members that have purchased a membership for Stage I, will be checked in by our DAPER staff at a specified location. Our team will update the counts to properly reflect the number of patrons using the facility on an hourly basis. Members can reference these counts on the MIT Recreation Website or [here](#).

<table>
<thead>
<tr>
<th>Location Count (Circle Chart)</th>
</tr>
</thead>
<tbody>
<tr>
<td>38%</td>
</tr>
<tr>
<td>Outdoor Tennis (Open)</td>
</tr>
<tr>
<td>Last Count: 9</td>
</tr>
<tr>
<td>Updated: 06/22/2020 03:33 PM</td>
</tr>
</tbody>
</table>

Please keep in mind there will be a capacity restriction in all areas of the outdoor facility. In the event DAPER reaches capacity on the outdoor fields during Stage I, our staff will allow patrons in to use the facility as soon as we are below capacity.
Bathroom/Locker Room Access

Stage I: Shower, Sauna, and Locker Room Policies
No bathrooms or locker rooms will be open during the first stage of our outdoor opening for the safety of our community and staff members. This includes the Sailing Pavilion.

Outdoor Water Fountains
No water fountains will be open during the first stage of our outdoor opening for the safety of our community and staff members. Due to the summer temperatures DAPER strongly urges members to bring their own water bottles and not to share water with individuals.

Outdoor Field Operations

Areas of Access
During Stage 1 only Steinbrenner Stadium, Jack Barry Field and duPont Outdoor Tennis Courts will be available. Note All other Facilities and outdoor areas will be closed until later stages.

Traffic / Flow
Due to campus requirements to restrict access to only approved members and to provide safe access to areas permitted for use, please reference the map below. When on site please follow all signage and directions given by staff.

Note: Areas in red are currently unavailable including bleachers.
Check-in Process
Before you leave your home, please sign up for an outdoor membership pass on your MIT Recreation account.

When you arrive on campus to use the tennis courts, fields or outdoor fitness classes, you must first check in with your MIT ID at a temporary member services desk located just outside the main entrance to the Zesiger Center, near the Jack Barry field and Steinbrenner Stadium. Valid members will be given a disposable wristband that can be discarded at the end of your visit.

Finally, in alignment with MIT’s EHS PPE policy, face coverings are required during check-in and may be temporarily removed when outdoors when a physical distance of at least six (6) feet from others and be maintained at all times. Those who do not arrive with a face covering will be denied access.

Permitted Uses for During Stage 1 Outdoor Facilities

Jack Barry and Steinbrenner Stadium
- Scrimmages, organized games and tournaments are not allowed for contact sports in Stage I, and activities must be limited to no-contact drills and training exercises.
- Contact sports are those where ordinary play puts players into contact or close proximity to one another, and include, without limitation, basketball, football, baseball, softball, soccer, field hockey, and lacrosse.
- Access to all goals will be restricted.
- Gatherings must separate participants into groups of no more than 12. Fields may be separated and may be used by more than one group of 12 at one time, provided that adequate social distance and group separation can be maintained. To ensure group separation, groups must be spaced at least 20 feet apart while sharing a playing surface or field.
- Users should use personal equipment and limit the sharing of any equipment. All are restricted from sharing hand held equipment.
- Users waiting to utilize a section or area of the field should wait outside the field of play until previous users have vacated to ensure proper social distancing.

Tennis Courts
- Games are permitted during Stage I only for no-contact sports where ordinary play allows for social distancing (e.g., tennis and other racquet sports), but inter-team games or tournaments are not allowed.
- Reservations will be required in order to use the outdoor courts. Please reference the reservation section of this document.
- Users waiting to utilize a section or area of the field should wait outside the field of play until previous users have vacated to ensure proper social distancing.
- Double’s Play will be allowed during this time as long as social distancing and shared equipment restrictions are followed.
• Users should provide and limit the sharing and are restricted from sharing hand held equipment. Excluding Tennis Balls.

Outdoor Education

DAPER Recreation organized Group Exercise and other educational classes will be permitted during Stage I. During classes the field or area will be reserved and scheduled to be published in advance. Classes will only be open to those who meet the criteria for Stage 1 Membership. The schedule for currently available Group Exercise classes can be found here.

No additional groups will be permitted from 15 minutes before to 15 minutes after the class. Additionally, non-DAPER organized Group Exercise or other instructional programs are prohibited.

If you are interested in joining a live Group Exercise Class please review the following information:

• To ensure physical distancing, we will limit capacity for all in-person Group Fitness Classes to 11 Members. If you are not a part of the membership group now invites to use the outdoor facilities we have Virtual Group Fitness classes options.
• Classes must be limited to gatherings of no more than 12, including instructor.
• To ensure class meets the maximum numbers, participants must register for the class in advance through our mobile app or online here.
• All participants are required to check-in at the outdoor booth prior to being allowed into the class.
• At this time, participants will be required to bring in their own mats, blocks or any other equipment they may wish to use during classes. MIT Recreation will not be providing any equipment during Stage I.
• Facial coverings are recommended, and instructors and participants must always comply with all social distancing requirements and remain 12 feet apart. Concerned about exercising with a face covering see our FAQ section
• All Group Fitness classes will be designed to facilitate distance between participants & instructor, our team will set up the space beforehand with cones to establish proper distancing. See Map Below
Outdoor Education Social Distancing Map

Outdoor Education Summer Schedule

<table>
<thead>
<tr>
<th></th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>HIFT w/Marcus 9-10am</td>
<td>HIFT w/Marcus 9-10am</td>
<td>Slow Flow Yoga w/Sabbi 7:30-8:30am</td>
<td></td>
</tr>
<tr>
<td>Bodyweight</td>
<td>Bodyweight Bootcamp w/Marie</td>
<td>HIIT w/Marie 5:30-6:30pm</td>
<td>Unwind Yoga w/Anna 5:30-6:30pm</td>
<td>Bodyweight Bootcamp w/Marie 5:30-6:30pm</td>
<td>Kickboxing w/Melissa 5:30-6:30pm</td>
</tr>
</tbody>
</table>
**Recreational Sailing**

**Hours of Operation**

Starting July 22nd: Tuesday to Sunday 2-7 pm, Closed on Mondays.

**Permitted Access Stage I**

During Stage we will only be able to accommodate solo (or household) sailing for *experienced* sailors (provisional rating and above) with a maximum capacity of 10 people on dock at a time. Members will be able to use 6 catboats and 30 tech dinghies. Availability will be on a first come first serve basis and is dependent on hull sanitation.

**Check-in Process**

We will implement exclusively outdoor experience by creating access to the dock without entering the building. A new ramp will be installed and will be positioned between the gate on the Cambridge Parkland wall and the dock on the east side of the pavilion. Members will enter and leave through this ramp until later stages.

**Social Distancing/PPE/Capacity**

Capacity will be managed by a reservation system (normally “first come, first served”) flow would be staggered so fewer than 10 were on the dock at any given time.

More information on this reservation system will be available on the sailing website [http://sailing.mit.edu/](http://sailing.mit.edu/)
• In alignment with MIT's EHS PPE policy, face coverings are required while on the dock and may be temporarily removed on the water when a physical distance of at least six (6) feet from others and be maintained at all times. Those who do not arrive with a face covering will be denied access.
• Handwashing stations will be provided on dock for members.
• Please no congregation before and after sailing.

Equipment Sanitation

Sanitation procedures have been created to wash boats/touchpoints after each use and rotate hulls/other equipment so boats are given time to sit in full sun after washing before next use. Please reference the map below to see how we will stage rigging/launch and sanitation.

Cleaning personal sailing equipment like lifejackets is more complicated and can take up to 72 hours. Limited number of sanitized helmets and life jackets available at any one time. Members are encouraged to bring their own personal equipment. Bike helmets can be used in lieu of sailing helmets and only US Coast Guard certified Life Jackets will be permitted.

FAQ’s

Q: How long will each Stage last?
We are projecting each Stage will last several weeks to months. We may adjust Stages approximately as the situation develops and we will be complying in accordance with Federal and State laws and under the guidance of the Institute.

Q: When will the Indoor Facilities Open?
Our reopening timeline and plans will be guided by many different factors, but will start with Governor Baker’s Phase III reopening guidelines, MIT’s reopening strategy for the entire

Draft 1.9 7/12/2020
campus, and industry best practices. We do not have a firm date of any reopening yet but please know that we will continue to update the membership as our plans take more shape.

Q: Why can’t all memberships come back right away?
While we are excited to welcome back some of our members, we know that many are not yet permitted back on campus. We are closely following MIT’s reopening strategy for the entire campus and will continue to advocate for your return in future stages. In the meantime, we ask for your support, as the success of Stage I will impact future stages.

Q: How will facility changes be notified to patrons of the facility?
Patrons will be notified of any changes through the targeted emails to members. In addition, facility updates will also be posted on our MIT Recreation website.

Q: Do you have any hours or locations where vulnerable populations are able to use the facility?
Due to Stage I primarily taking place outdoors, DAPER will not be extending any special hours or locations for vulnerable populations. During Stage II through Stage IV when we extend operations indoors, we may offer alternatives for our vulnerable populations.

Q: Am I able to rent out any type of equipment during the Stage I Re-Opening?
We are not renting any equipment at this time. Any equipment that you bring will be your responsibility and suggest not sharing to reduce the risk of contracting any illnesses.

Q: Are patrons required to wear gloves during Group X Classes or during workout periods?
At this time, we are not requiring gloves for Group Exercise or within the facility class, but we are requiring staff and attendees within the facility to wear face coverings to protect the community.

Q: Are Virtual Group Exercise classes continuing?
YES! Until Stage II we will continue to offer Virtual Group Exercise classes and will reassess if this offering will continue at that time.

Face Covering and Exercise Questions

Q: Is it safe to exercise with a face covering?
Yes, it is safe to wear a face covering while exercising. It is essential that gym-goers monitor how they feel during the workout and take particular notice if they feel dizzy, lightheaded, or short of breath.

- If one starts experiencing these symptoms, slow down/reduce exercise intensity and or stop exercising until these symptoms go away. If one feels the need to remove their face covering, please make sure to step away from other patrons and ensure adequate physical distancing before doing so.
● Remember these symptoms are also consistent with over-exertion. If you have not been exercising regularly or are getting back into the gym for the first time in a while, please make sure to progress your workouts appropriately
● Individuals with a pre-existing respiratory or cardiovascular condition are encouraged to take caution when exercising with a face covering. Specifically, those members who have COPD, asthma, bronchitis, and any other lung conditions should consult (i.e., via telemedicine) a medical professional for person instructions on exercising with a face covering

Q: How hard should a patron exercise while wearing a face covering?
● Wearing any type of covering over the nose and mouth while exercising is likely to reduce the flow of oxygen into a person’s lungs. Workouts such as high-intensity interval training (HIIT), which have been shown to be very demanding on the cardiorespiratory system, may feel a little more difficult when wearing a face covering
● To minimize early symptoms of fatigue during exercise with a face covering, exercise professionals should encourage clients not to push themselves as hard as usual
● They should be encouraged to use rating of perceived exertion (RPE) in combination with heart rate to monitor exercise intensity

Q: What type of face covering should a client wear for exercise?
● For repeated use, cloth face coverings have been shown to be a very good option during exercise. It is best if the cloth face covering has multiple layers of fabric. face coverings made of scarf, bandana or t-shirt are not great options as they usually do not fit the face as well as a cloth face covering
● Neck gaiters (aka “bluffs”) are also not a good option because they are designed to keep the face and neck warm, and during exercise it is important to dissipate heat from the body to cool it off

I: Tips on proper wear of a face covering during exercise
1. Make sure your face covering is big enough to cover your nose and face for proper protection.
2. The face covering should feel comfortable and snug around your cheeks and nose. Try not to fidget with the face covering while you are working out.
3. If the face covering restricts your breathing prior to exercise, it will not be good to wear during exercise.
4. Wash your hands PRIOR to putting on your face covering. Soap and water are fine or use an alcohol-based hand rub.
5. Make sure you do not touch your eyes, nose or mouth when removing your face covering. Wash your hands AFTER taking off your face covering.
6. It is best to remove your face covering by the ear loops because the front of the face covering is where germs will collect.
7. A great advantage of a cloth face covering is that it can be washed. Exercise enthusiasts who exercise regularly are encouraged to have a few face coverings so there is a clean,
dry face covering ready for each workout. Any laundry detergent will be fine for washing cloth face coverings.

8. When you talk, keep your face covering over your nose and mouth. Do not pull it down as this defeats the purpose of blocking respiratory droplets from being released in the air.

9. If you tend to sweat a lot when you workout (indoors or outdoors), perhaps bring a second face covering with you and replace when it becomes damp. It is best to replace a damp face covering (from workout sweat or outdoor humidity).

10. For people who wear glasses, sometimes they fog up if too much air is released near the nose of the face covering. Readjust the face covering to be snug over the nose. Furthermore, it has been shown that washing glasses with soapy water, without rinsing, and letting them dry prior to wearing a face covering reduces fogging. Alas, folding a tissue and placing underneath your glasses may absorb any escaping moisture from your breath.

11. With children, find a cloth face covering that fits a child’s face, comfortable but snug, and follow all of the same safety instructions above. Do not put face coverings on young children under the age of two.

Advice on the BMJ blog on how to wear a face covering when exercising