



Facility Reopening Date Not Yet Set

EMAIL TEMPLATE

Use this email template to update your members on the current status of your facility's reopening. Simply copy and paste the messaging below into your member management and/or email software and update the information in brackets.

In This Together

Need 1:1 guidance? Reach out to your Client Success Manager at any time. [Book a 30-minute session here.](#)

From: [Business Name]
Subject: We can't wait to see you!

Hi [Member First Name],

At this time, we are still unable to resume in-person training but, thanks to all of you, our virtual classes are really amazing! While we must continue a bit longer with virtual classes only, we are working hard at the facility every day to ensure we are ready for when restrictions start to get lifted.

Because we care for your health and safety, we are working to implement policy updates when we resume in-person classes to ensure we are adhering to the highest standard with physical distancing and sanitization procedures.

How you can help keep our building healthy and clean: [Add and/or delete newly-implemented protocol to the list below as it applies to your facility. Below are some suggestions.]



- Parents are asked to please drop off and pick up students. This helps us to reduce the group sizes within our facility. We will stream our classes live, so you can watch your children participate in class and be ready for pick up when class wraps up.
- Students should arrive ready to train in their uniforms.
- Everyone should keep moving after classes. We understand you haven't seen your [Business Name] friends in a while, but we must continue to maintain social distancing and also allow the staff time to disinfect.
- You should expect to show up for class no more than 5 minutes ahead of the start time to minimize the number of people in the building.
- We will be checking temperatures using a touch-free Infrared forehead thermometer. Please expect this before you enter the building.

What we are doing to keep our building healthy and clean: [Add and/or delete newly-implemented protocol to the list below as it applies to your facility. Below are some suggestions.]

- Modified the schedule to allow 30 minutes between classes to allow for cleaning in between and to minimize foot traffic.
- Set up multiple sanitizing stations for members to use at any time.
- Changed the flow of foot traffic in and out of our facility.
- Placed floor markers to keep people 6 feet apart while temperature checks are being administered.
- Spaced out mat training areas.

We hope that restrictions are lifted soon so we can see you in person. In the meantime, we will continue to enjoy our time with you all through virtual classes. If you have any questions, please feel free to call or text us at [Business Phone Number].

Stay healthy & safe,

The [Business Name] Team