

2020/2021 COVID-19 STUDIO PROCEDURES

Please note that these procedures are subject to change at any time, without advanced warning. If this document is updated, the updated version will be e-mailed out immediately. We will continue to follow recommendations from NYSDOH and the CDC to ensure that we have the most up to date and safe procedural plan in place. For reference, guidelines given to us by NY Forward regarding our business code (Sports and Recreation Instruction) have been posted for convenient viewing in our waiting room. If at any point you would like to review the guidelines provided to us direct from NYS, please just ask if you can enter the waiting room with a mask to view them.

BEFORE ENTERING THE STUDIO

- You must fill out the Google Form “COVID Questionnaire” before attending class each day. This form will ask all pertinent questions to ensure the safety of our dancers and staff.
- Upon arrival, we will check your COVID questionnaire, and then your dancers temperature will be taken via a CDC approved infrared thermometer. Any dancers with a temperature over 100.0F will be immediately sent home and may not return until 24 hours has passed with no fever over 100.0F.
- Evaluate your recent travels. If you have recently travelled to an area with increasing COVID metrics, or a state that is currently on the NYS travel quarantine list, you must keep your dancer home and quarantine for 2 weeks as per NYS mandate.
- Understand that by bringing your dancer to the studio you affirm that they are healthy, with no temperature, or symptoms of illness of any sort, have not been in contact with a COVID positive person or tested positive themselves within 2 weeks of the class date, and have not travelled to a high risk area or been in contact with someone who has travelled to a high risk area.

OUR SANITATION PROTOCOL

- All dancers must sanitize hands upon entry and before departing the studio
- Hand sanitizer (80% alcohol) available on all dance floors and in the waiting room to be used at any point during class and mandated use after using a tissue
- HEPA air filters
- Elimination of as many shared surfaces as possible
- Before classes each day, between every change of class, and at the end of classes each day;
 - All floors will be disinfected and steam mopped
 - All surfaces including but not limited to, mirrors, ballet barres, all door handles, stereos, water fountain, restroom sinks, toilet, paper towel and toilet paper dispensers, tables and chairs will be disinfected with CDC approved sanitizer

MASKS

- Dancers must wear a mask at all times except for on the dance floor. This includes upon entry to the studio, in the waiting room, to the restroom, etc..
- Masks must be kept with the dancer on the dance floor so they can put it on whenever leaving their social distance mark, ie. to use the restroom, to get a drink, etc...

- Masks are not required to be worn during class, but may be worn if the dancer or parent deems it necessary to participate. Please refer to the section on social distancing to see how we will keep your dancers' safe once they are on the dance floor.
- Any parents coming into the waiting room MUST wear a mask at ALL times.
- Please note that some instructors may request that dancers keep their masks on while in class. If this is the case, breaks will be allotted to "breathe" without their mask on.
- As our NYS business guidelines currently state (as of 9/2/2020) masks are NOT required unless a distance of 6' cannot be maintained.
- We will have limited non-medical disposable masks available at the front desk should you forget your mask or should your mask break. Please do not rely on this every week. Once we have handed out 3 masks to the same dancer, a charge of \$1 per mask will be added to your account.

DANCERS; WHAT TO BRING AND WHAT NOT TO BRING

- A disposable water bottle labeled with the dancers name.
- ONE dance bag that will hold ALL belongings. Please only bring what is necessary for that night of classes to save space. No "loose" belongings. Everything must be secured in one bag.
- Dance shoes. No dancers will be permitted to go bare foot
- If in Ballet 2,3,4, or 5- A folding chair labeled with dancer name. This chair will be used in place of a shared ballet barre to eliminate shared surfaces. This chair will be brought to the studio and taken home from the studio for every Ballet class. No chairs can be left in the studio
- Extra masks secured in a ziplock bag.
- NO changing clothes. Please enter the studio in the clothes that you will take class in. The restrooms will be strictly used for restroom purposes, not changing. The student room will be closed.
- Please do NOT wear your dance shoes outside as they can track bacteria into the studio. Shoes must be changed before entering a dance floor.
- NO FOOD

DANCERS & PARENTS; WHAT TO DO WHEN YOU GET TO THE STUDIO

- Dancer check in will start 5 minutes before the class start time- please be ON TIME!
- At this time we are not allowing any parents into the studio UNLESS your dancer is under the age of 6. Any dancers under the age of 6 will be permitted to have ONE parent in the waiting room, should you deem it necessary. NO additional family members will be permitted beyond the ONE parent. Chairs in the waiting room have been limited to ensure we remain under 50% capacity and have been measured 6' apart. No chairs can be moved.
- Wait by a cone on the sidewalk or until you are welcomed in by an Instructor
- Once you enter the studio;
 - Sanitize your hands
 - Wait for an instructor to take your temperature
 - Place your bag in an open cubby

- Put your dance shoes on
- Take your disposable water bottle with you
- Enter the room your class is in and find an open dancer square to stand in
- Wait until the instructor has entered the room before taking your mask off
- If a parent is staying with their dancer that is under the age of 6, their temperature will also be taken upon arrival.

SOCIAL DISTANCING: WHAT ARE DANCER BOXES?

- We have taped off 6'x6' squares on our 3 dance floors. Each square also has an "X" in the middle. Each dancer will have their OWN dancer square to take class in. This ensures a distance of 6' away from all other dancers in the room in all directions, at any given time.
- For "across the floor" work, we have taped 6' marks around the perimeter of the floors for dancers to wait in line for their turn to go across the floor. Arrows are taped to direct the lines on where to go. 2 dancers will go across the floor at a time with a distance of at least 6' between them. Masks MUST be put on while moving to the perimeter markers, and must stay on while waiting for their turn to go across the floor. Once it is their turn, they may pull their mask off their mouth or choose to leave it on.
- All dance floors are operating at 50% capacity with our building operating at 40% capacity.

DANCERS; WHAT TO DO AND WHAT NOT TO DO DURING CLASS

- **DO**
 - Stay in your assigned dancer square
 - Raise your hand if you need to use the restroom. Use good hygiene while using the restroom, making sure to wash hands for at least 20 seconds before returning to class
 - Use tissues to cough or sneeze and then use hand sanitizer located on each floor before returning to your dancer square
 - Follow the instructions of your instructor at all times
 - Keep your water bottle in your square with you
 - Wear your mask anytime you are not on a dance floor, in your socially distanced square
 - Wear your mask anytime your instructor directs you to do so
- **DON'T**
 - No touching anyone
 - No sharing water bottles
 - No leaving class other than to use the restroom
 - No congregating in the waiting room by the cubbies

DANCERS; WHAT TO DO WHEN LEAVING THE STUDIO

- Wait for the teacher to excuse you. Put your mask on before exiting your square
- Sanitize or wash hands upon dismissal
- After sanitizing, head directly to your cubby to gather your belongings
- After gathering your belongings, you will leave the studio- please do not hang out by the cubbies and chat!

PICK UP PROCEDURE

- Please be on time to pick your dancer up
- No parents may enter the building at drop off or pick up
- For older dancers, we ask that you wait in your car and let your child come to you upon dismissal
- If you have a younger dancer and do not feel comfortable with them walking through the parking lot at dismissal to get to you, please have ONE parent per child wait at a cone outside and that is where we will be direct your child to meet you

WHAT WILL BE UNAVAILABLE IN THE STUDIO

- No waiting room
- No kitchen
- No student room
- No kids play corner
- No access to fridge, microwave, keurig, silverware. Water fountain will still be available and disinfected frequently.
- No extra chairs beyond what is measured out and taped in the waiting room. First come first serve. Chairs cannot be moved.

We thank you for reading through these guidelines and reviewing them with your dancer prior to attending classes. Reminders on our procedures will be posted throughout the studio for reference and our Instructors will be well prepared to help any dancer who may have any questions on any procedure. NYS Guidelines for Sports and Recreation Instruction will also be available at the studio, as those are the guidelines we are following and have submitted our re-opening procedures under.

Thank you for choosing to join us!

Sincerely,
Miss Jaye and Miss Skylar