



Protective Measures

Please read carefully the key measures that have been put in place to ensure our winter term 2020 is conducted safely.

- **Increasing the frequency of hand washing:**

Everyone arriving at the dance studio should sanitise hands on entry, sanitiser will be provided at entry and exit points. Staff and students will be encouraged to wash or sanitise their hands before and after classes in addition to before and after using toilet/washroom facilities. However, where possible, students should bring their own to help speed up the process of sanitising between lessons. We will provide regular reminders and signage to maintain high hygiene standards.

- **Designated drop off and collection points:**

Where possible, allow older children to be dropped off and collected on Ellesmere or Barrington Road. We ask that parents of students that are reception age and above refrain from entering the dance studio and we are limiting drop off/pick up to one parent or carer per family. The new entrance is the main back door at the rear of building. There will be 3 yellow signs, one for each studio. If you or your child's first class is in studio 1, form or join a social distanced queue behind the studio 1 sign and wait to be called in. Please try to arrive 5 minutes early. Dancers should arrive in their dancewear with one small bag, and a coat if necessary. It is vital that parents or guardians know which studio their child is in before attending; this information can be found on the timetable on our website. Parents should arrive promptly to collect children.

| | Drop Off Point | Pick Up Point |
|-----------------|-----------------------|----------------------|
| Studio 1 | Main Back Door | Main Front Door |
| Studio 2 | Main Back Door | Main Front Door |
| Studio 3 | Main Back Door | Basement Fire Exit* |

- **Temporary closure of the waiting room and car park:**

Due to the age of preschool children, one parent or guardian will be allowed to come into the building to drop off and pick up. These visitors should wear face coverings, adhere to our one-way system and will not be allowed to wait in the building during classes. After completing a risk assessment, the decision was made to temporarily close our onsite car park to all but staff; this for the safety of both parents and students waiting in the areas. The waiting room will also be closed until further notice and pupils cannot wait at the dance school during breaks; this is also why dancers must arrive ready.

- **Face coverings:**

Within an afterschool dance setting, face coverings for dancers are not required by law. However, if students choose to wear one, it is important to use face coverings properly and wash your hands before putting them on and taking them off. All members of staff will wear face coverings when moving around the premises and working in the hallways.

- **Designated toilets and increased frequency of cleaning of toilets/washrooms:**

Studio 1 must use the upstairs toilet and studios 2-3 will use the downstairs toilet. Good hand hygiene will be promoted and students will be encouraged to wash their hands thoroughly, with soap and running water for 20 seconds, after using toilet facilities. Paper towels, hand sanitizer and cleaning stations will also be provided in all toilet facilities. Our cleaner will bleach the toilets/washrooms daily and staff will wipe down the toilets on a regular basis throughout the day, particularly between uses by different bubbles.

- **Ensuring good respiratory hygiene and cleaning frequently touched surfaces more often than usual:**

Good ventilation will be maintained throughout the dance studios by opening windows and doors frequently, where possible. Every morning our cleaner (who has completed an infection prevention and control course) will complete a deep clean of frequently touched surfaces such as barres, door handles, bannister rails, tables, flooring and music systems etc.

- **Reduced class sizes:**

A new COVID friendly timetable has been carefully put together and class sizes are restricted to a maximum of 10-15 pupils, depending on room size and age of participants. Students have access to a class on a first come first served basis. To book a place, an email must be sent stating which classes are required. Once it is confirmed that there are spaces, term fees should then be paid by bank transfer to secure the place. All new students must complete and return a registration form before attending for test and trace purposes. Each bubble will have the same studio each week and surfaces will be cleaned in between one bubble leaving and another arriving.

- **Floor markings will be provided:**

There will be clear social distancing floor markings in each studio that students will dance on. Dances will be taught with safety in mind: No lifts, no handholding, working side-to-side rather than face-to-face and avoiding extreme travelling movements.

- **Minimising contact with individuals who are unwell:**

All parents and guardians have a duty to ensure those who have any Coronavirus (COVID-19) symptoms do not attend classes. This also applies if a family member has symptoms or if they have been advised by NHS Test & Trace as 'a close contact' to isolate at home. Please also be aware that classes may be cancelled at short notice if there's a spike of infection either in the area or at the school. If we have to close at any point during winter term, due to another lockdown, refund forms will be emailed out to all students. These forms must be completed and returned within 2 weeks of the closing date to ensure a full refund.

The closure of the car park, second-hand shop and waiting room for students is only temporary. As soon as possible, we will reopen these facilities. Pre-Primary and Primary are not to use the basement fire exit, instead they will exit from the front door.*

Thank you for your cooperation.