

SOOKE DANCE STUDIO COVID-19 HEALTH AND SAFETY GUIDELINES & NEW POLICIES

Listed below are the Sooke Dance Studio Guidelines which must be accepted and followed by all students/ parents/ staff/visitors/and guests who enter the studio.

According to the Guidelines set forth by WorkSafe BC, BC Ministry of Health; IDTA Global Dance Services Inc.'s British Columbia Community Guidance and Support for the Re-Opening of Dance Studios; and Island Health's COVID-19 Guidance for Gyms and Fitness Centres in Island Health's Region, we have created the policies and procedures below to help mitigate the risks of COVID-19.

- * **These Health and Safety Guidelines are subject to change as required. We will introduce changes when applicable.**

POLICIES AND PROCEDURES

1) DISINFECTING SURFACES & EQUIPMENT BY STAFF

- All high use areas (i.e. door handles, counters, washrooms) will be disinfected before each class begins
- Floors will be disinfected before/after each use
- Ballet Barres will be wiped down and disinfected before/after each use
- Mirrors will be disinfected minimum once/day by staff. Students are to refrain from touching mirrors
- Portable Cubby bins will be disinfected before each class
- Small items used at any point (eg. props) will be wiped down and disinfected after each single use. However, use of these items will be greatly reduced and some will not be available at this time
- Teen and Adult Students are welcome to use the disposable disinfecting wipes/spray bottles available if they wish to disinfect equipment at any point during their class
- Cleaning supplies include: BotaniClean (low toxicity, chemical free, skin safe, Health Canada Approved), Bleach and water solution, Lysol products

2) STUDENT/PARENTS RESPONSIBILITIES - Kids/teens/adults

- **All students/ legal guardians must sign our Safety First Agreement, Waiver and Assumption of Risk form.** It must be printed out, completed and scanned back or handed before the first class. Students cannot participate until SDS receives this form.
- A screening questionnaire will be posted on our front door. Do not enter if you answer YES to the questions.
- Do not enter SDS until 5 min before your class. Please wait in your car or outside our doors **while maintaining 2 meters separation**. This is to ensure previous class has left the building and disinfecting procedures are completed.
- Please respect physical distancing measures when entering/exiting SDS. Use the **'pink and green dots'** inside and outside the building to keep your distance.

- Dancers/friends can **NOT** enter or be inside the studio together less than the required 6 feet apart, even if they have joined each other's 'circle'.
- If needed for young children, parents can enter briefly to drop off their child and help them get ready for class while maintaining 2 meters distance from others
- Please leave promptly after class. We love our students & community but socializing must happen outside SDS for now.
- Shoes immediately removed and placed on shoe rack upon entering. Downstairs dancers will take their belongings downstairs and EXIT from the downstairs door.
- Come to class in clothes you will be taking the class in. Avoid using change rooms.
- Limit amount of personal belongings taken into SDS. (eg. Dance shoes, water bottle).
- Eliminate cell phone usage. No touching phones during class except emergencies.
- Immediately sanitize or wash hands with soap and water for at least 20 seconds after entering and after using washroom
- Proceed directly to your assigned dance space by instructor at first class and wait for class to begin once hands are washed and belongings stored. Refrain from waiting on benches or hanging out in front or back rooms
- Please read and follow any signs and posters on the walls and floors
- Cover all coughs/sneezes in elbow or tissue and immediately dispose of tissue and wash hands afterwards with soap & water
- No student access to fridge/microwave/cups/utensils, etc. Please remember to fill up your water bottles at home. We cannot supply cups at this time if you forget a water bottle
- Parents must remain outside of building during class time. No waiting area inside the studio at this time
- PICK UP- please wait for your child in your car or outside of front door. Do not enter the studio during pick up time. Instructor will supervise children leaving the facility
- Please do your best to arrive on time for Pick Up so we can make sure we have enough time to disinfect facility before next class arrives
- No parent watching days at this time. We are looking at recorded class demonstration days to share with parents.
- Special fun safety guidelines will be in place for Preschool dancers.

3) CLASS PROTOCOLS

- Classes will alternate weekly in class instruction and live Zoom at home instruction. (All at home Zoom classes option is available if preferred.)
- Classes will have **5 upstairs and 7 downstairs** students at this time to ensure 7+ ft distancing. (8' x 8' dance squares)
- Each student will have their own assigned space. No sharing of equipment
- Please stay in your designated dance area outlined by your instructor, unless using washroom
- Warm ups will be done in individual spaces
- No partnering

- No hands-on training from Instructors, unless in emergency situation. Students will need to respect the discretion of the Instructor, be patient with their own progress, and continue to perfect previously learned skills that still need work.
- Students cannot touch each other or their Instructors, unless in emergency situation
- Masks are optional. Some factors to consider when dancing with a mask: movement of mask, poor visibility, distraction caused by mask, Instructor unable to read facial expressions/non-verbal cues of student should they need help while dancing, difficulty hearing students when they speak, difficulty hearing instructions if Instructor is wearing mask, mask falling off while dancing, lowered oxygen levels, sweating and touching mask, etc
- Staff may wear masks if they choose. However, most staff will not be wearing masks when instructing due to reasons listed above.
- Limited or no dance props or accessories available at this time. (individual Ziplock student prop bags may be provided.)
- Hand sanitizer pumps will be available throughout the studio
- Classes will run for reduced length to allow time to disinfect between classes.

4) MISCELLANEOUS POLICIES

- No Lost & Found. All items left behind will be disposed of immediately
- Added Ventilation: windows and doors may be left open during warmer months
- Front and back room areas are not available to hang out in prior to and after your class

5) REGISTRATION / PAYMENTS / CLASS WITHDRAWALS / REFUNDS

Due to operating at 50% or less capacity, there have been changes to the following policies. SDS will be strictly adhering to policies listed below. Please read carefully:

- Class registration will run by 3-month Terms. Shorter commitment in uncertain ties.
- A one-time, annual **non-refundable** \$30 registration fee per family is due at time of registration.
- Registration is first come, first serve. Space is limited. Term tuition payment/payment plan is required to hold your spot.
- Withdrawal with up to **30 days written notice prior to Term start date**, a full refund will be given. There are no withdrawals or refunds after this.
- There are no refunds for any reason, including sickness or injury, once the Term starts.
- No class credit for MISSED classes. You can Zoom from home if you are sick.
- Both the studio Registration Agreement Waiver and Covid-19 Agreement Waiver are required signed at time of registration. Dancers may not participate unless these are signed.
- No cash/cheque payments. Credit Card, PayPal, E-transfer only

SDS reserves the right to cancel classes due to weather, Instructor absence, or other rare circumstances. The best place to check current status of classes during bad weather is on our FB and IG pages.