



## OUR COVID 19 POLICIES & PROCEDURES

### COMING TO CLASS

- Please arrive dressed as ready as possible (do not wear ballet shoes outside) and do not wait inside the building before your class – please enter the building 5 minutes before your class. Please only bring water and any inhalers / medications needed (ensure teacher is aware) and place belongings on one of the chairs (1 chair per pupil) to the side of the room at (VPCC) or spaced by the walls (Play Football & Weeton Village Hall).
- Parents / Grandparents please wear masks when entering buildings to drop off / collect.
- Please keep uniform items to essentials only – cardigans need to stay on or off for the duration of the class, and please don't bring toys! There will be no changing between classes, other than shoes. So if your child attends Ballet, Modern and Tap all following on from each other, they will wear one uniform for all lessons. Our teacher have masks should they need to help with shoe laces etc.
- At VPCC there is a one way system; entrance is via the front doors, exit is via the fire door from inside the hall. At Play Football we are using the fire escape doors on the left of the building, which leads directly to the stairs up to the studio and keeps us very separate from other users in the building. A Weeton Village Hall we are using the main doors and there are 15 minute changeover times between classes.
- Track & Trace App QR codes. There will be QR code posters at all venues from w/c 28<sup>th</sup> September 2020 for you to check yourselves in on the NHS app.
- Please encourage children to “try” to go to the toilet before class (at Play Football, changing rooms are closed, the toilet to use is the disabled toilet downstairs). In the event young children need to go midway one of the helpers (we will have a helper for all classes with primary school aged children) will accompany them. They cannot assist – so children must be able to go to the toilet without any assistance.

Updated 27/09/2020

- There will be hand sanitiser available at all venues and the teachers have schedules for cleaning frequently touched surfaces (including the floors and toilets).
- Guidelines from VPCC & Play Football do not permit parents to wait inside whilst classes are taking place – you can either wait in your car, or outside or leave and come back. We have your contact details on our registers.
- Parents will not be able to stay in the class unless there are extenuating circumstances (which must be discussed via email in advance and parent must maintain social distancing) and except for the parent and child classes. Please talk through how things will run with your child so they are prepared in advance and know what to expect.
- Use of props will be much reduced and when they are included, they will not be shared and cleaned thoroughly between classes.
- VPCC & Play Football's studio floors are marked for social distancing. Weeton Village Hall is not but we will use throw down dots / tape to mark places for social distancing.
- The timetable allows for changeover times between classes to reduce contact.
- Classes are limited to 15 and places are secured on a first come, first booked with payment basis.

## **REPORTING PROCEDURE FOR COVID-19 SYMPTOMS OR A POSITIVE TEST**

Dedicated email address: [covidjcdance@gmail.com](mailto:covidjcdance@gmail.com)

- Do not attend classes if you or your child has Covid 19 symptoms.
- If you have symptoms or a positive test notify us straight away via our dedicated email address above.
- If we have a student with a positive test we will pass on any required information to Test & Trace and will also take advice from our council's Environmental Health team as to required closures / isolation periods etc.
- We will notify our venues managements for deep cleaning in the event of a symptomatic person or a positive test result.
- In the event of our closure online material will be provided to replace physical classes.

Updated 27/09/2020

- If someone becomes unwell in class or whilst dropping off their child, we will contact parents for collection and will call 111 if needed. Teachers have PPE if needed.