



COVIDSAFE PLAN UPDATED 1/2/21

**NOTE THIS IS A WORKING DOCUMENT & WILL BE UPDATED INLINE WITH GOVERNMENT DIRECTIONS.*

This document outlines the practises Dance Empire will implement as we return to in-studio classes for Term 1 2021.

These practices ensure we comply with the current Victorian Government Restricted Activity Directions. We have also implemented additional measures to ensure we are doing everything we practically can to protect the health and peace of mind of our community. These align with recommendations from industry bodies relevant to our business.

Context

A key distinction has been made in the requirements for adult vs children's activities:

- *For people 'Under 18', full-contact training and competition may resume limit of 20 per class depending on studio measurements. Plus teacher, staf.*
- *For students over 18 years, classes may resume with a limit of 20 per class plus a teacher.*
- Social distancing will be encouraging by the use of floor markers
- Opening windows for increased airflow in the studios.
- Air cons and fans can be used as long as windows are open

Masks & Temp checks

- No longer a requirement.
- Masks to be carried by parents at all times and worn where social distancing cannot be practiced.

Around the studio before and after class (the purpose of this is to facilitate as much distance as practical in our space)

- Our front reception area is now the Student bag & student area & **must** adhere to the 4sqm rule and facilitate social distancing for adults. To comply with this:
 - Parents are welcome to enter the reception area and assist kids with their bags and shoes
 - Parents cannot enter the active dance studio, only teachers and students during class.
 - Viewing window upstairs is open for parents to watch class, please practise social distancing and if it's crowded please rotate.
 - Please don't bring anyone other than students to the studio.
 - Students are asked to arrive **on time** dressed for class
 - Students who need to change shoes before or between class can do so in the studio/bathrooms, please have shoes named as we now will bring these into the studio as we enter class.

- Please also have your sticker card with your shoes to bring into the classroom.
- Clearly named drink bottle, no sharing.
- Basement studio parents courtyard is outside, parents very welcome to watch from windows with siblings etc.

IN CLASS PROTOCOL

- Windows & door will remain open if possible
- Students encouraged social distancing where possible
- Ballet barres will sanitised before and after use
- Teachers and staff will remain 1.5m from students always.
- Physical corrections kept to a minimum.
- Travel / corner / drills and choreography of dances routines will be taught maintaining social distancing requirements.
- Props will be limited. Any props that will be used will be cleaned & sanitised.
- *We do request to please use the bathroom before arriving at the studio if possible.*

CLASS CONCLUSION

- Students will head out to the bag area to collect their belongings and meet their parents
- Class may finish a minute early to assist with sanitising & cross overs with students
Please be on time to pick up your children.
- Students with back-to-back classes will remain inside the studio space during cross over.
- Food & drink other than water bottles is not to be brought into the building please.
- Studio spaces will be sanitised and disinfected, if toilets have been used by students, these will also be sanitised.
- Teachers are to also wipe down the stereo, any remote controls, light/fan switches their own personal belongings such as mobile phones and laptops.
- Teachers will discard any unclaimed water bottles or belongings before the next class enters
- Lost property is now in the kitchen area, please get your child to check this if they are missing something.

Specifically, for younger classes (kinder, babes, mini, tiny): Incidental touch is inevitable and often necessary to run an effective class for young children.

- We will try to keep physical contact to a minimum
- We will encourage foot taps or elbow bumps instead of high fives
- We will hand stickers out with gloves
- If your child needs comforting, we will give it to them
- If they need you, we will call your mobile to come give comfort

Please see the following website for COVID-19 symptoms:

<https://www.dhhs.vic.gov.au/victorian-public-coronavirus-disease-covid-19>

Students should not attend the studio in any capacity if they feel unwell or have been in close contact with a suspected case of COVID-19.

If found to have any symptoms related to COVID-19 as stated by DHHS, you must:

- Refrain from attending class
- Get tested
- Self-isolate pending test results
- Medical certificates may be required upon re-entry into the facility.

Vulnerable students with medical conditions who may be at increased risk or those with underlying medical conditions should obtain advice from their doctor before returning to the studio.

Cleaning

We have increased our regular cleaning schedule to include:

- Teachers & staff will sanitize high touch areas in the Studio throughout the day/night.
- The studios will be thoroughly cleaned daily before classes commence each day and additionally as needed.
- Floors throughout the facility will be swept and mopped daily.
- Toilets, sinks, taps, soap dispensers will be wiped and sanitised before and after each class.
- Light switches, alarm keypad, door handles, doors will be wiped down after each class
- Studio windows & doors will remain open where possible & will only be opened/closed by the teacher in that studio.
- Signage will be displayed around the facility to educate and instill good hygiene practice, social distancing reminders and maximum person allowances per space
- Time allocated in between classes will allow for cleaning and safe transition between students.
- There will be sanitising stations placed in the foyer and studios.
- Records of teachers, staff and students entrances and exits in facility will be kept for trace contacting.
- All students are to bring their own water bottles and any other required equipment & must take every item with them upon exit.
- No extra unrequired items are to be brought into the facility, please refrain from bringing dance bags, toys, books where possible. (dance bags in bag holders in foyer / courtyard)
- Special needs students are exempt. Carer adhere to social distancing rules, must use hand sanitizer and wear face mask.

Contact Tracing

- If you are staying in the foyer / viewing area longer than 5 min (upstairs studio) please scan the QR Code and check in please.
- Our teachers will be vigilant about roll marking to ensure we always know exactly who is attending each class
- Disinfecting the Barre, door handles & high touch areas
- Please call ahead if you wish to visit the studio outside your enrolled class times
- In the event that a case of COVID-19 is identified at Dance Empire we will comply with any and all directions given to us by the Department of Health and Human Services. This may include providing your contact details for contact tracing purposes.

STAFF & TEACHERS

- Reception has reopened. If the desk is unattended, please contact:....
- Tara Walton
- 0423 276 900
- info@danceempire.com.au
- Uniform can be purchase via our website: www.danceempire.com.au/shop or at reception via EFTPOS. 2nd hand shoes are now sold by parents via our parents FB page.

We thank you for taking the time to read and cooperate with our new safety and hygiene standards. We understand that for some parents and children, these will be a big adjustment. We will, as always, do our best to ensure you and your children feel safe and comfortable whilst in our Studios.

By proceeding with your enrolment with Dance Empire and/or participating in any Empire events, you acknowledge that you have read and understood the Dance Empire COVID Safe plan and you agree to comply with all relevant requirements for the safety of you, your family and our community.

Regards,

Tara Walton ~ Director

0423 276 900 info@danceempire.com.au