



DANCE EDUCATION CENTRE COVID-19 POLICY

PARENTS AND STUDENT BEFORE ARRIVING AT CLASS:

- Please register on our track and trace system
- Before each class please register your attendance. By doing so you are confirming that your child has not been in contact with anyone with symptoms or who has tested positive for Covid-19
- Should your child or anyone in the family have a positive covid-19 test, please use our SOS page on our track and trace system to alert us.
- Parents should take their child's temperature before each class and should not attend class if they have a raised temperature (37.6 or above)
- Parents must explain and ensure that their children understand the concept of social distancing before they attend class
- If a child feels unwell with any form of illness, they should not be brought to class
- Students should arrive at class in their dance uniform (not in tap or ballet shoes) and have minimal belongings with them contained in one bag, which they are able to carry unaided.
- Students should bring with them a filled named water bottle and are permitted to bring snacks if they are attending multiple consecutive classes.

ARRIVAL AT CLASS:

- NO ONE IS ALLOWED ON THE SCHOOL PREMISES BEFORE 6PM. Children and parents MUST wait at the gate at least 10 minutes before the class starts to ensure social distancing can be fully observed and a Teacher will bring all the children in the gate to line up ready to enter the class. After 6pm children can line up outside the hall door ready to enter the class.
- Social distancing must be observed whilst waiting to enter the class.
- Only one parent should be present for drop off (except for Pre-Primary classes where one adult is permitted to enter the venue (wearing a mask) settle the child and then wait in the car. Please ensure Pre-Primary children have used the toilet before class.
- Registration will be carried out on mobile devices and all interaction will be contactless
- Hand sanitiser will be available for the children to use upon entry and MUST be used
- Outdoor shoes must be removed at the entrance to the venue (this includes Pre-Primary Parents – blue shoes covers will be available to use)
- Signs on hygiene and social distancing will be visible on entry
- Once within the venue all children will go to their allocated chair (this will be the same each week) and leave their belongings here and then go to their designated dance area.

GROUPS:

- Classes will not exceed 15 children, forming a bubble and this will make up the class for the remainder of the term
- Each class will have a set routine for arrival and dismissal from class and this will be explained to the children at the first class.

ACTIVITIES:

- Only necessary equipment will be used
- The halls/studios will be kept well ventilated with windows and doors kept open (not fire doors) where possible. All our venues have been risk assessed so we have a capped limit of students that are allowed in each venue at a given time.
- All classes will be carried out following social distancing guidelines
- For modern and contemporary classes, students MUST wear ballet shoes and for Acro, students should wear “grippy” socks. There will be no activities undertaken in bare feet until further notice. For Commercial, students will need to bring trainers to wear during the class that they did not wear to arrive at the class.
- Students will wash their hands after each class using the hand sanitiser provided by Dance Education Centre
- The Dance Education Centre teachers will clean all equipment at the end of each class
- Students and teachers are NOT required to wear a face mask during class

HYGIENE:

- A portable hygiene station will be set up for children to access upon entry, during and leaving class. This will include tissues, hand sanitiser and a rubbish bag
- Dance Education Centre will also carry a supply of PPE (disposable gloves and masks) to be used if a teacher has to come into close contact with any student
- Used tissues will be placed immediately in rubbish bags which will be disposed of at the end of every class
- Children will only be permitted to go to the toilet one at a time. The teachers will ensure that the toilets are clean after each class.
- Children will wash their hands after each class if they are attending multiple consecutive classes.

CLEANING:

- Contact points such as door handles will be cleaned after each class
- All equipment will be cleaned after each class (including floors)

IF A CHILD PRESENTS SYMPTOMS DURING THE CLASS:

- The child will be taken to a specified area and parents called to collect the child from class immediately
- Parents of children in the class will be advised of a possible case via our track and trace system and if a case is confirmed we will follow government guidance.
- Other members of the class will be moved to another area (or outdoors) and the room deep cleaned

COLLECTION AT THE END OF THE CLASS:

- Only one parent should be present for collection of the child at the end of the class. If the class finishes before 6pm, a Teacher will bring the children to the gate when they are all ready, after 6pm they can be collected from the hall door.
- Social distancing must be observed when waiting for collection. Parents must only collect children at their allocated time to ensure social distancing can be observed and children are able to leave straight from their classes
- Secondary School children do not have to be dropped off/collected in person. However, we need a note from the parents beforehand (for our records) to confirm that you are happy for them to leave class unaccompanied

BOOKING POLICY

- Dance Education Centre will endeavour to run the classes in person, however the safety of our students and teachers is our top priority and as such we will always follow government guidance. If the guidance changes and does not allow a physical class, we will look to deliver the classes on Zoom as we did through lockdown.
- Please do not attend class for 14 days if you are returning from a foreign country or an area in the UK that has been locked down. Please follow Government guidelines
- If a student or family member tests positive for COVID-19 at any point during the term, you MUST inform us immediately and that student will not be permitted to attend classes for at least 14 days, we will then follow track and trace guidelines
- In the event that a student tests positive within 14 days of the term finishing, you must notify Dance Education Centre immediately to ensure that we are able to enact our track and trace system. You are also required to include Dance Education Centre on the government track and trace submission
- We will be unable to refund any classes missed due to a student needing to self-isolate.

ALL aspects of this policy are subject to change at short notice and in line with Government guidance. Any changes to the policy will be communicated to you via the Dance Education Centre portal.