



COVID-19 CONTROL PLAN, updated August 30, 2020.

### Social Distancing

- 1) Dance rooms that will be in use for dance instruction have been outlined in colored tape to clearly identify areas for dancers and employees to allow for proper social distancing while dancing and teaching dance.
- 2) Cubbies have been taped to ensure that use is limited pursuant to reduced capacity and properly spaced out to allow for social distancing.
- 3) Seating in our waiting area has been reduced to ensure that everyone can practice adequate social distancing.
- 4) We have requested parents drop off their children at our glass door entrance to limit the number of individuals inside our dance school.
- 5) All magazines have been removed from the waiting area.
- 6) We are only allowing one employee at a time to use the staff breakroom.
- 7) We have posted signage for safe social distancing.
- 8) We require all that enter our dance school (employees, students, customers) to wear face masks/coverings, except ages 2 and under.
- 9) Employees and assistants must keep face masks/coverings on at all times while inside our dance school and also while teaching dance.
- 10) We have purchased medical grade face masks (individually wrapped) and will provide them to any person wishing to enter our dance school but who does not have a face mask available.
- 11) Face masks are required to be worn at all times, even when participating in dance class, by all students, ages 3 or older.
- 12) Our class sizes and class offerings have been reduced in order to not exceed the 40% capacity restriction.
- 13) All students must have a signed waiver on file with our office.

### Hygiene Protocols

- 1) Each bathroom has been supplied with soap, sanitizing wipes, and Lysol spray. Bathrooms are cleaned often
- 2) We have additional cleaning and disinfecting supplies stocked in our breakroom that are used in between each dance class by our staff.
- 3) Employees are required to have students wash their hands or use hand sanitizer before and after each dance class.



- 4) Employees are required to arrive 15 minutes before each class and remain 15 minutes after each class to properly sanitize high touch areas such as door knobs, light switches, stereo/music equipment, ballet barres, dance floors, cubbies, bathrooms, break room area and any chairs or other areas of the waiting area or front desk that was touched while they were at the studio teaching dance.
- 5) Dancers assist by wiping down their 6 foot by 6 foot square area prior to leaving class. We provide all disinfecting wipes for this purpose.
- 6) Disinfectant wipes, hand sanitizer and/or hand soap, and Lysol are available inside each dance room that is in use, bathrooms, break room, and at the front desk reception area.
- 7) Students will no longer be allowed to share any dance props or arts & crafts supplies.
- 8) Any props used by our dance students will be disinfected and cleaned before another student is allowed to use it again.
- 9) Ample arts & crafts supplies have been purchased to guarantee that each student enrolled has their own package of supplies. This pertains to our Summer Program Princess & Superhero Dance.
- 10) We have upgraded our filtration in our 3 rooftop HVAC units to MERV11, which has a 65% filtration rate.
- 11) In addition, we have purchased indoor air filtration units that will operate inside each dance room during dance class.

### Staffing & Operations

- 1) Any dance teachers, assistants, or students who are displaying Covid-19 symptoms are asked to remain home and not report to work/attend dance class.
- 2) Employees are asked the Covid-19 screening questions at the start of their daily shifts and we have a procedure in place in case any staff member answers yes to any screening question.
- 3) Students who do not feel well are asked to remain home and may log into class via Zoom. We will follow-up with any families who keep their children home from dance due to illness to verify whether or not it is Covid-19 related.
- 4) We will continue to offer our dance classes online for students who are not yet comfortable returning to dance class at our studio.

### Cleaning & Disinfecting

- 1) Staff will clean and disinfect all common surfaces before and after each dance class. This includes, but is not limited to, stereo/music equipment, ballet barres, dance props, dance floors, door handles, light switches, any cubbies or chairs/tables that may be used by an employee or student.



- 2) We will no longer offer acrobatic dance classes therefore our dance mats will not be touched/used/moved.
- 3) As a part of our cleaning protocols, staff and dancers will be required to wash their hands and/or use hand sanitizer before and after each class.
- 4) We have a professional cleaning company that services and cleans our studio space weekly in addition to the daily and frequent cleanings performed by our employees.
- 5) If an employee or customer becomes ill with Covid-19, we will close our studio to be able to properly disinfect, sanitize and clean the entire dance school before offering another dance class. Watertown Department of Health will be notified of illness so that appropriate steps can be taken for contact tracing.