

Element Dance Arts Inc COVID-19 Operating Guidelines



August 2020

We are all eager to welcome dancers into the studio setting for our 10th season of dance at Element Dance Arts.

Here's what we're doing to help ensure the health and safety of everyone who walks through our doors so we can return to the studio in a safe and healthy manner to help reduce the spread of COVID -19

Daily Screening

- all students, faculty and staff of Element Dance Arts, or any persons entering the building must complete a passive self assessment prior to entering the building each day. Signs are posted at each entrance and throughout the building regarding common symptoms of COVID-19 and any other travel related questions. Please ask yourself and your dancer these questions prior to entering. If any question is answered as YES, please do not enter the building.
- Any individual who has any of following symptoms, or has come in close contact with a person with symptoms or confirmed COVID-19 in the past 14-days, will be denied entry.

Common symptoms of COVID-19 include:

- Fever (temperature of 37.8°C or greater)
- New or worsening cough
- Shortness of breath (dyspnea)

Other symptoms of COVID-19 can include:

- Sore throat
- Difficulty swallowing
- New olfactory or taste disorder(s)
- Nausea/vomiting, diarrhea, abdominal pain
- Runny nose, or nasal congestion – in absence of underlying reason for these symptoms such as seasonal allergies, post nasal drip, etc.

Other signs of COVID-19 can include:

- Clinical or radiological evidence of pneumonia

Atypical symptoms/clinical pictures of COVID-19 should be considered, particularly in children, older persons, and people living with a developmental disability. Atypical symptoms can include:

- Unexplained fatigue/malaise/myalgias
- Delirium (acutely altered mental status and inattention)
- Unexplained or increased number of falls
- Acute functional decline
- Exacerbation of chronic conditions
- Chills
- Headaches
- Croup
- Conjunctivitis
- Multisystem inflammatory vasculitis in children (Presentation may include persistent fever, abdominal pain, conjunctivitis, gastrointestinal symptoms (nausea, vomiting and diarrhea and rash)

Atypical signs can include:

- Unexplained tachycardia, including age specific tachycardia for children
- Decrease in blood pressure
- Unexplained hypoxia (even if mild i.e. O2 sat <90%)
- Lethargy, difficulty feeding in infants (if no other diagnosis)

- Hand sanitizer is available at every entrance/exit, in each studio space and throughout the building. Everyone entering MUST sanitize upon entrance and exit.
- Records will be kept of each individual entering the program setting and will be made available to facilitate contact tracing in the event of a confirmed COVID-19 case or outbreak

Transmission protocols

- if a participant begins to experience symptoms of COVID-19 while at the dance studio, they will immediately be separated from others in a supervised area until they can go home – parents will be contacted immediately. The instructor/staff member keeping watch of the dancer will wear a face covering as well as eye protection. A face covering will also be provided to the dancer in question.
- KW public Health will be contacted to notify them of a potential case and advice will be provided to other parents/guardians of participants in the program
- Environmental cleaning/disinfection of the space and items used by the participant in question will be performed immediately. Any items that cannot be cleaned will be removed from the program and stored in a sealed container for 7 days
- KW Public Health will be contacted to provide further direction on testing and isolation of any close contacts
- Any participants or staff who have been exposed to a confirmed case of COVID-19 will be not be allowed in the studio setting for 14 days, or until they receive a negative result on a COVID-19 test

Masks and Face Coverings

- in accordance with the face-covering bylaw passed by KW Regional Council, anyone entering the facility, age 5 and up is required to wear a face covering. By-laws exempt children under the age of five and those who are unable to wear a face covering (due to a medical condition, disability, etc).
- Dancers (age 5 and up), faculty, staff and any parent entering the building (for parent & tot class or to meet with the office) are to wear a mask while in the lobby space. In accordance with the KW Region face-covering bylaw, dancers and teachers may remove their mask once in the studio and participating in physical activity. Masks MUST be worn in all lobby spaces, bathrooms and when transitioning between classes. Dancers and teachers will have the option to keep their mask/face covering on while dancing or to remove it.
- Acro classes – teachers will be doing the bulk of their instruction verbally and through demonstration, however when necessary for hands-on spotting, teachers will put on a face covering and perform additional hand sanitization. If you do not wish to have your dancer receive spotting in this manner, please notify the office.

Lobby Space

- the lobby space at Element Dance Arts will be CLOSED for observers in order to maintain physical distancing, keep our lobby spaces clear and reduce the unnecessary risk of transmission of COVID-19. This regulation may change as the season evolves, however for the start of the season, the lobby will remain CLOSED.
- Exception: One parent will be permitted to enter the building with dancers in the Movers & Shakers, Kinder Dance 3/4, Kinder Dance 4/5, and 5/6 age level classes. One parent per child is permitted in the building for JumpStart 5+ program dancers. Parents will be participating in class with the Movers & Shakers and Kinder program dancers. Parents will gradually be phased out of the classroom for Kinder 4/5 classes as dancers learn to understand the new dance protocols. When these parents are no longer required in the studio for dancer support, they will be permitted to observe from the lobby if they wish.
- Element Dance Arts has employed additional staff to perform frequent sanitization of high touch surfaces, bathrooms and to monitor the flow of traffic in the lobby space
- The office at EDA will remain OPEN for transactions. Parents will be permitted into the building to handle any necessary business with the office during open office hours, however they will not be permitted to remain in the building afterwards to observe classes
- Private Zoom links will be provided to parents wishing to observe their dancer's class from home
- Classes will have staggered start and end times to reduce the flow of pedestrian traffic through the lobby space

- Each studio will have an assigned bathroom for use by dancers participating in class in said studio. Studios 4 and 5 will have one shared bathroom space – this will experience even more frequent cleaning
- Change rooms will remain CLOSED until further notice. It is recommended dancers with multiple classes in one evening wear versatile dancewear that they can layer (if desired) for their various subjects

Entrance/Exit Procedures

- all dancers will enter and exit through the main entrance of the building
- classes have been scheduled to stagger the start and finish to reduce the pedestrian traffic in the lobby and in/out of the building
- we ask that dancers not arrive more than 5 minutes prior to the start of their class and that arrival and pick-up are done in a timely manner
- dancers will wait outside the main entrance – an EDA staff member will come out to greet them, confirm their answers to the passive self-screening questions, and welcome them into the studio with their classmates. We ask that parents not leave the premises until their dancer has been welcomed into the studio
- if your dancer is registered for multiple classes that may have a small break between them, they are welcome to remain in the building. They must wear their mask while in the lobby space. Parents are not permitted to join them in the lobby during this “break” time. Our schedule has been carefully crafted to reduce the potential for breaks in schedules

Cleaning Protocols

- prior to the start of class each day, the entire building will be thoroughly cleaned and disinfected. All dance floors, high touch surfaces, bathrooms and lobby spaces will be sanitized following government recommended protocols
- our schedule has been built to have a group of dancers remain in that same space for as much of their in-studio time in an evening as possible to cut down on the potential for transmission between groups
- when teachers move between studios, they are to thoroughly wipe-down and sanitize their workspace – all high touch surfaces (door knobs, music stand, AV equipment, etc) before moving onto their next class
- with every change of student groupings in the studio, the studio floor and high touch surfaces will be disinfected prior to the next group entering the space to reduce the potential for transmission between groupings
- hand sanitizer, spray disinfectant and wipes are all readily available throughout the studio
- all ballet barres will be sanitized between uses. However, we also request that ballet dancers consider purchasing a “barre protector” for themselves to use. This is a sleeve that your dance can keep with them and can be put on the barre to indicate their dance space and reduces potential for transmission, as well as saving our beautiful wooden ballet barres. These are available through Inspirations.

Class Sizes & Studio Use

- within each studio space, 6ft x 6 ft dance boxes have been clearly indicated and a maximum capacity for each studio room has been calculated. Each dancer will be assigned a large “dance box” as well as smaller “cubby” space along the wall of the classroom.
- We ask that dancers bring their personal belongings in a small bag. This bag can be hung in the cubby to keep their items neat and tidy and out of the way.
- Classes will be structured to keep dancers within their personal spaces for the majority of class. Any “across the floor” work will be done while maintaining physical distance between dancers

- Acro classes – dancers will not be sharing panel mats, rather they’ll be performing their skills on their individual “mat islands”. Any advanced tumbling classes will incorporate additional hand sanitization throughout the class

Online Classes

- we have worked hard to transform our studio through the summer months to create a “hybrid dance space”. Each studio now contains a large flat screen TV mounted on the wall, a computer and a webcam. This will allow us to stream all our classes live from the studio and incorporate our dancers at home seamlessly into class. For dancers who want to train but are not quite ready to make the transition back into the studio, or for those who may have been a close contact of a positive case and not able to come into the physical studio, they can continue to partake in their classes from home.
- In the event of an upsurge in numbers with regards to the COVID-19 virus and we are required to close the doors to our physical studio space, the remainder of the current month’s classes will be transitioned to an online platform. No refunds will be given for the remainder of said month. Payments for the existing program will cease the first of the following month, therefore no further payments will be taken from your account. A NEW schedule for online classes will be created and a separate registration for this program will exist – you may choose to register for an online learning program, or not. Commencing the first of the following month, this NEW online schedule will take effect.

Frequently Asked Questions

Will the kids be wearing masks in class?

No – under the face covering bylaw, those participating in vigorous physical activity are not required to wear a mask while doing so. Anyone under the age of 5 entering the building is also exempt from wearing a mask. Anyone 5 and up is required to wear a mask in our facility – in all public spaces (lobby, bathrooms, hallways), however it can be removed once a dancer is in the studio and kept with their other personal items within the studio space. All our studio spaces have clearly marked distancing dance boxes in which class will be conducted. A safe physical distance will be maintained at all times.

Will the teachers be wearing masks?

All of our teachers are also quite active when it comes to teaching their classes, therefore they would also fall under the guideline of not being required to wear a mask while participating in vigorous activity. That being said, there may be some circumstances in which an instructor chooses to wear a mask while teaching class (to spot an acro trick, to get closer to a dancer to assist with a correction, personal choice, etc), and we support any decision they may make to wear a face covering.

Can I come in the building to watch my dancer’s class?

Parents of dancers in the following programs are allowed to come in the building for their dancer’s class; Movers & Shakers, Kinder Dance (3/4 and 4/5), Recreational 5/6 Classes and JumpStart 5+ classes. At this time, parents of dancers in all other programs will not be permitted in to observe classes. Dancers will be greeted at the entrance to the building by a teacher or staff member and brought into their class space. Classes will be able to be watched over a private Zoom link if you would like to observe your child’s class. We are doing our best to reduce the spread of COVID-19 and welcoming more guests into the building will crowd our lobby space and not allow for adequate social distancing. If at any point this policy changes, we will notify our clients.

Can I come into the building to make a transaction in the office?

Yes! We will continue to hold regular office hours – if you need to come in to make a payment, discuss your account, purchase dancewear – we are happy to do so! We offer tap payment options; a protective barrier has been installed for our office staff and we're happy to help however we can. All transactions can also be done online and over the phone.

How many kids in a class at a time?

We have clearly marked dance spaces in each studio that are 6ft by 6ft with a 2ft walkway between each space, as well as assigned teacher dance spaces. Studio 1 can accommodate 10 dancers, Studio 2 can accommodate 15 dancers, Studio 3 can accommodate 6 dancers, Studio 4 can accommodate 9 dancers and Studio 5 can accommodate 18 dancers.

Will changerooms be open?

At this time, all changerooms will be closed. Dancers are asked to bring only necessary items into the studio with them in a small personal bag that can be kept in an assigned space in the studio with them.

My dancer has a break between classes – what are they supposed to do?

While our lobby is closed for viewing, any dancers that have a break between classes may remain at the studio if you wish. They will be required to wear a mask when not in class. Homework spaces will be available with clearly indicated 6 ft spacing from one another. We also have staff scheduled each evening frequently cleaning the lobby space, so if your child does their homework or uses a surface, they can do so having peace of mind that the area has been sanitized since the last person's use. Hand sanitizer is also readily available throughout the building.

So what is dance going to be like when we come back?

Dance will still be just as much fun as it always has been! We have a sanitization schedule to make sure everything is safe and clean, and dance spaces are clearly marked for each dancer. Our faculty are more excited than ever to get back in the studio doing what they love and hope you feel the same way!