

DEANNE FORDHAM SCHOOL OF DANCE

NEW POLICIES AND PROCEDURES FOR RE-OPENING



1. Please keep any student home if they are sick, have or had fever in last 48 hours or anyone at home is sick etc. We will contact you and send any student home who doesn't feel well.

2. All students will be dropped off and picked up from the parking lot in a drive through fashion. (Wait area is closed). One teacher will be outside accepting students. The second teacher will be inside waiting to receive students and will sanitize all hands as they arrive. All teachers have the option to wear masks. Masks are also optional for students.

3. The attendance roll will be marked upon entry to ensure we know who has attended on which day.

4. Each student will remove street shoes and place them on an x that is spaced throughout the wait area.

5. Their dance bag will be placed under a chair that is assigned to them in the allocated dance studio. They will also wait at that chair while others arrive. These chairs will be at the end of each run of the studio, so that the student has a home base for where to change shoes, where to report for across the floor, etc. This will also allow no cross contamination and the teachers will be able to disinfect chair areas between each class.

6. Our floors are tape gridded in 2x2 m areas as class sizes are limited to 10.

There is a taped off teacher area up front where students are not permitted and one by our desk, so that teachers can direct, drink water, change music, etc without students within 1.5m.

7. Centre floor work: each student will stretch and do centre work in the middle of each gridded square.

8. Across the floor: each dancer will report to their chair and go across the floor when called. Teachers know to randomly stagger those who are called, so no one follows another.

9. Changing dance shoes: Students will sit on chairs to change shoes and teachers will change their shoes from the floor if they need help.

10. Bathroom Trips: Pre-school & Primary aged students will be assisted by our receptionist where needed as parents will not be allowed to wait in the wait area. All bathrooms are fitted with hand soap and disposable hand towels with instructions on how to properly wash hands.

11. At the end of each class (we will dismiss 3-5 minutes early- depending on class size) dancers are dismissed to our wait area to retrieve street shoes. They are then to stand on the taped x where shoes were. Our designated teacher will call their name when the parent has arrived outside the building. Students will be properly supervised when going outside to waiting parent. We have installed a double spot sensor light above the outside door which will now safely light up the pick-up and drop off area.

12. Do not park in the two parking bays directly outside the studio as this will be used by our supervising teacher for pick up and drop-offs.

13. Between each class: all bars, chairs & under chairs are wiped down with disinfectant. The bathroom sinks and toilet is also disinfected. The teacher in the wait area will wipe door handles, door knobs, and common areas.



14. Our classes will be staggered so that no two classes will arrive at the same time and therefore practicing social distancing rules. Please ensure you arrive to class on time to ensure crossing over of classes doesn't happen. Saturday classes are an exception with classes finishing 5 mins early to stop student interaction.

15. Our timetable has been updated with new times. Mostly 15min differences only. Please see our website. www.deannefordham.com.au

16. Each students temperature will be checked at the door.

17. Our online classes will cease and YOUTUBE videos deleted once our studio re-opens. We will leave the Ballet Theory videos online at our YOUTUBE channel for ballets students to continue their ballet theory tuition for examinations.

18. New roles within the studio.

- Miss Anjelica – COVID Procedures Manager
- Miss Natalie – Senior Administration Assistant (trained in our Covid Procedures)
- Miss Tammy – Administration Assistant (trained in our Covid Procedures)
- Miss Cayla – Junior Administration Assistant (trained in our Covid Procedures)

At least 2 of the above people will be at the studio at one time ensuring the safety of our dancers.

19. Term fees are to be paid online where possible. Reception and uniform shop will still be available in between classes only. Please do not use reception when a class is about to start. See Miss Anjelica about when it is safe to see reception.

20. The café will be closed until further notice.

21. Acrobatic classes – Equipment will be cleaned and sanitised between every class. Students are encouraged to bring their own towels and or mats.

22. Change to teaching strategies:

- No longer using shared props i.e. Poms poms, scarves
- Verbal instructions and corrections only
- No tactile corrections, partner work or Hi 5's between teacher and student and student to student.
- No spotting

23. The wait area will no longer supply drinking cups at the water fountain, please ensure to bring your own bottle.