

THE DANCE FORCE Covid-19 Safety Protocols & Studio Policies: 2020-2021

The health and well-being of our students and their families is of utmost importance to us. Therefore we have implemented the following policies & procedures in compliance with the guidelines provided by the State of MA as well as the CDC.

Please note that this is an ever changing situation and these policies and procedures may change in accordance with State regulations and CDC guidelines.

By enrolling in our classes, you agree to adhere and abide by these safety policies/procedures. Cooperation between The Dance Force staff and dance parents/families will be needed in order to maintain a safe and healthy environment for all.

HEALTH SCREENINGS:

All Instructors/Staff will monitor their own health/symptoms at home prior to coming to the studio AND have their temperature taken upon arrival before engaging with any students/ teaching any classes. If at any time, an instructor/staff member is ill or experiencing possible Covid-19 symptoms, they will not report to the studio or teach any in person classes.

Any/all students experiencing ANY form of illness or possible Covid-19 symptoms must refrain from coming to class. The Dance Force must be notified if a student has a confirmed case of Covid-19. For the safety of all students and staff PLEASE air on the side of caution and DO NOT attend class if you/your child is experiencing any signs of illness at all. Students must refrain from coming to class while awaiting test results as well. Any student showing possible symptoms during class, will be dismissed immediately (a family member will be contacted for pick-up).

Virtual/Zoom classes may be offered as a substitute in the event of studio closure or an instructor needing to quarantine/stay home with possible symptoms.

CLEANING & SANITIZING:

All high touch surfaces will be cleaned and sanitized multiple times throughout the day. This includes (but not limited to) door handles, counters tops, restrooms and the dance floors themselves.

There will be hand sanitizer stations by the front dance room doorway as well as the back door/rest room area. All students and staff must use sanitizer prior to entering and exiting the dance room. Hand soap will also be available in the restrooms.

Hepa Air Purifiers/Filtration units have been installed in the studio and will be running at all times.

MASK WEARING GUIDLINES:

All students and family members must wear a mask upon entering the studio AND while waiting outside prior to entering. Masks must be worn when moving about the studio itself.

The Dance Force instructors/staff will be wearing a mask while teaching dance classes and/or working inside the studio.

Students must wear their masks during class time. However, given the physical nature of dancing, short mask breaks can be taken **WITHIN one's personal dance square** if needed.

ARRIVING TO CLASS/DROP OFF:

All students will be dropped off/enter through the **front door** located on Washington Street. Parents must wait outside with their child until students are allowed in by The Dance Force staff. Please be sure to wear a mask and maintain social distancing. Doors will open at the start of each class time, therefore the first few minutes of class will be used to get everyone inside the studio. Prompt arrival is very important in order to maximize class time. Students must arrive dressed for class as changing in the studio will not be allowed.

Temperatures will be taken at the door/upon entrance. Anyone with a temperature of 100.4 F or greater, will not be allowed to enter/participate in class that day.

Due to occupancy limits, parents will NOT be allowed into the building. The only exception is the Twinkle Toes students/parents as those classes have smaller class size limits to account for one parent being present during class time.

Chairs have temporarily been removed as waiting rooms are not currently allowed. We strongly encourage parents to wait in their vehicles nearby while their child is attending dance class. Please be sure to supply us with your current cell phone number in case we need to contact you while your child is in class.

INSIDE THE DANCE ROOM:

All Classes will have a limit of 10 students or less.

Dance Shoes must be worn for all dance classes. If younger students cannot tie their own dance shoes, slip-on or Velcro styles must be worn.

There will be no use of shared equipment such as ballet barres, tumbling mats, hula hoops, scarves, etc.

Each student **MUST** have a dance bag to keep their dance shoes and water within. These bags will be hung along the ballet barres in designated spots per student. Street shoes will be removed prior to entering the dance room and must be kept in your dance bag.

The dance floor will be marked off with tape to create individual boxes of **at least** 6x6 feet for each student as well as the instructor. Students will spend the majority of the class in their personal dance square. If at any time during class, students travel outside their squares (to practice traveling movements) it will be done in small groups, maintaining social distancing of 6 feet or more.

No food of any kind is allowed in the studio.

DISMISSAL/PICK-UP:

All students will exit the studio via the **BACK** door located in the back parking lot off of Vernon St.

Parents must be present/visible at dismissal. Please walk to the back door/back parking lot to meet your child for pick-up. Please wear a mask and maintain social distancing while waiting to pick-up your child.

IMPORTANT: We will be using the **last 5 minutes** of each class for dismissal! Therefore parents **MUST** arrive **AT LEAST** 5 minutes prior to scheduled ending time of class. For example: A class scheduled from 4:15-5:00pm will be dismissed from 4:55-5:00pm, so parents would need to be present by 4:55pm.

It is of **UTMOST IMPORTANCE** that parents/guardians are punctual at pickup time in order for us to maintain social distancing guidelines within the studio.

TUITION:

The Dance Force will not accept in-person payments. Therefore, you will be invoiced for tuition via PayPal. If you do not have a PayPal account, we highly recommend creating one. Your PayPal account can be linked to whatever form of payment you wish (debit/credit card, bank account, etc.).

Another option is to pay through your online bank account. Simply set up The Dance Force as a "payee" using the address: 675 Washington St. Norwood, MA 02062. Your bank will send us a check on the date you choose. Lastly, you can still mail us a check the old fashion way to the address above.

To cut back on transactions/invoicing, tuition will be billed in two month increments as followed:

1. Sept/Oct 2. Nov/Dec 3. Jan/Feb 4. March/April 5. May/June

You will receive an email invoice prior to each pay period. Payment must be made within the first week of each pay period. For example: January and February tuition must be paid by January 7th.

If at any time, tuition is not paid within the first month of the pay period, a \$15.00 late fee will be added to your balance. An additional \$15.00 will be added to each month the balance remains unpaid.

Please be sure to supply us with a **CURRENT** email address when filling out your registration form online to ensure invoices as well as other important correspondence will be received.

Registration Fee of \$25.00 for an individual or \$35.00 for siblings will be included in your first invoice.

Please Note: If the studio must close short term, Virtual/Zoom classes will be held in place of in-person classes. If classes are cancelled due to instructor illness/possible symptoms, a make-up class will be scheduled via Zoom or in-person on a later date.

There will be no reduction in tuition/refunds for student absences.

RECITALS/END OF YEAR PERFORMANCE:

We do not yet know if a traditional Recital will be possible this year, however, we DO intend to have some kind of in-person end of year performance or showcase. What kind of event/performance we can have will depend largely on what occupancy limits are in place in late Spring. We are currently planning to hold these shows/Recitals within the following TENTATIVE dates: **June 16th-June 19th**.

We will need to know by **March 1st** if you intend to complete the school year and perform in said Recital/show. In other words, students who continue dancing in the March/April pay period, will be expected to continue through May/June and perform in the June Recitals/Performance.

Costumes for Recital/End of year performance will be ordered in March. Anyone planning to perform will need to purchase a costume/dance wear to be worn for each routine/class they are in, More info regarding costume needs and pricing will be given as we approach the month of March and have a better idea of what kind of performance we will be having.