**GRAVITY DANCE FORCE STUDIO**

 **COVID-19 BASIC HEALTH & SAFETY POLICIES & PROCEDURES**

**Please expect some delays at the beginning of this process as we all get used to the new protocols**

**Daily Self Screening Tool**

* Screening must be done within 2 hours of your scheduled time, prior to attending class EACH day. If you show ANY of the symptoms listed, please DO NOT enter our studio.

**Entering & Exiting the Building:**

* Please do not arrive earlier than 5 minutes before your scheduled class time.
* All persons are required to wear a mask upon entering & exiting the boot room/lobby.
* I will allow 2 families (1 dancer & 1 parent only) in the lobby 6 feet apart at all times, IF you feel your child needs this assistance. If not please allow them to walk in on their own. You must be quick and leave as soon as possible to allow other students in. Dancers must stand on the floor markers and wait to be sanitized before entering the dance/karate class.
* The boot racks will be closed in accordance with AHS guidelines. Parents can either take the students boots/shoes or have a separate bag to place them in for the student to relocate them to the back door. (I suggest a grocery bag, white garbage bags or totes)
* Students must arrive ready for dance. Hair MUST be done prior to class as teachers can no longer assist with hair preparations.
* All dance shoes must be put on by the student or helping parent and securely tied, fitted on and all laces tucked and tied.
* Parents picking up after class MUST be on time. Students will exit the building at the BACK of the studio.
* It is important that your child knows a number you can be reached at. I will have all numbers on hand but should there be any changes to pick up, please text the teacher.
* Students will be walked out and made sure they have made is safe to the parents’ vehicle.

**Scheduling of Classes:**

* Classes have been scheduled with an approximate 5-15minute break according to class schedule and to allow for traffic flow as well as to ensure no contact between any other groups of children.
* **All absences should be reported to GDF by email or text.**

**Washroom:**

* Students are encouraged to use the washroom at home to minimize washroom use at the studio.
* Washrooms will be sanitized at the end of each class and we will be encouraging our older students on how to maintain and help keep our washroom safe.
* There will be no changing allowed in any part of the studio. Washrooms should be used for bathroom use only.

**Lobby:**

* The parent waiting/viewing area will be closed in accordance with AHS guidelines. No seating will be available.
* Parents of children 3-5 years are required to walk their child into the lobby and stand with them on the on their socially distanced floor marker until class begins. One adult per dancer please and preferably in a mask.
* Parents of dancers age 6 and up may walk their child to the front doors of the building before returning to their vehicles for the duration of class.
* AHS precaution and prevention posters are clearly visible and displayed around the studio as reminders for physical distancing and hygiene protocols
* No food will be permitted in the building in accordance with AHS guidelines. The microwave will no longer be available.
* Pre-filled water bottles may be brought into the studio in the student’s bag and labelled with your child’s name. There will no longer be any fill-ups allowed from the tap in the washroom.
* **Our main studio door will remain open to the lobby as much as possible to avoid constant touching of the door handle, etc.**

**Classroom Expectations:**

* **Student’s temperature will be taken prior to starting class.**
* Students must dance in their own personal space 6-foot square space that will be taped out. Barres will be marked every 6 feet for use when needed. GDF will be ensuring the cleanliness of the barres and coming up with creative ways to safely use the barres when needed.
* I encourage all parents to help with how important these measures are with their child and how “staying in our square” is of the upmost important (and challenging!) rules we must follow.
* Dance steps that “travel” will be executed around the perimeter of the room with social distancing in place
* Masks while dancing are optional at this time and will be at your family’s discretion.
* If a teacher finds that a student is having a hard time or not complying with the new rules, they will be asked to sit down and not participate until moving forward and understood.
* Barres, door handles, bathrooms, designated spots for dancer’s personal items, and other highly touched surface areas will be sanitized between each class
* Floors/and or squares will be sanitized at the end of each class if permitted and at the end of each night.
* We are going to be asking our age appropriate students to help assist in keeping our studio safe and clean at all times.
* You may choose to bring a yoga mat for your child to stand on in their designated square.
* No contact will be permitted between anyone for any reason unless there is an emergency.

**Instructors:**

* We are required to follow all AHS guidelines.
* We may choose to wear a mask while instructing or if we will be closer than 2m from any student.
* We will enter all dance spaces while wearing a mask to assist or aid students in an emergency.
* We will wash/sanitize hands frequently throughout the duration of each of class.
* Will have access to hand sanitizer and basic PPE, (gloves and masks) on hand at all times.
* We will all have an assistant teacher in each class that deems one present, the teacher assistant will be helping with all the protocols that need to be followed.

 **\*\*These protocols are subject to change as per AHS guidelines\*\***

**GDF RAPID RESPONSE PLAN**

Though GDF is taking all steps and necessary precautions to reduce health and safety risks within our studio, we feel it necessary to have some “Covid-19” strategies in place for the upcoming season. These may be amended or as needed in accordance with AHS guidelines.

 **If an attendee develops symptoms of illness:**

* The student will immediately be given a non-medical mask, and hand sanitizer.
* The student will be isolated in the lobby or an appropriate safe place within the studio.
* The parent/guardian will be contacted for prompt pick up.
* We suggest the parent contact AHS, use the online assessment tool @ [www.Alberta.ca](http://www.Alberta.ca), or call Health Link 811 for assistance
* Should a positive COVID-19 test result, the class contact information will be provided to AHS for contact tracing.

**If the teacher is ill:**

* Parents will be notified by email, and we will move to an online “Zoom” platform for lessons until a negative COVID-19 test is confirmed.
* This will be at your discretion to use but know there will be no refunds for any classes that the student chooses not to join in on.
* Families will receive a re-occurring Zoom link for their dancer’s class time or day. Students will participate in class at home until studio lessons resume.
* Specific “Zoom” details will be provided should this occur and the teacher is well enough to carry out.

**Flex week**

* We will start our COVID dance season on Sept 14th. We are now moving into a 29-week dance season and a 34-week karate season beginning Sept 12th.
* We, as usual, will take 3 weeks off in December. We will use that “empty” week as a flex week in case there are classes to make up due to teacher’s illness’s, etc.

**Zoom Classes:**

* The studio will be preparing to have each class online should we have absences at a high rate.
* The studio will be looking into Web cams and any other devices to help this transition go smooth.

**If studio closure is mandated by the Alberta Government and/or AHS:**

* We have arranged a contingency plan to ensure our students receive their lessons should our studio be mandated to close by the Alberta Government and/or AHS.
* In the case of a closure, we will immediately move to an online Zoom platform to complete the current month. At the completion of the month, an assessment will be made by GDF for moving forward with Zoom or in-person lessons with the information made available at the time.
* Specific “Zoom” details will be provided if this should occur and once the staff has arranged and prepared.
* In the case of a long-term closure (more than 8 weeks), families will be refunded following the “COVID Refund Policies” listed below.

Note: There are MANY unknowns and variables to consider regarding moving forward after a mandated closure, how far along we are in the season, the possible length of the closure, our communities COVID climate etc. A firm decision on continuing or halting lessons for the start of the next month will be made by GDF if this situation should arise.

**GDF COVID-19 Refund Policies**

In the case of long term, (more than 8 weeks), Government or AHS mandated studio closure, dance families will be refunded starting at the first of the **following** month.

* Monthly pay – your unprocessed post-dated cheques will be returned/held/destroyed. No additional refund will be issued.
* ½ payment – Your unprocessed post-dated cheques will be returned and/or not cashed. E-transfer, debit or CC families will be refunded by e-transfer.

 \*refund will be prorated starting at the 1st of the **following** month.

* Full pay – Your refund will be prorated starting at the 1st of the **following** month.

\*A $10 COVID admin fee will be retained for each refund.

\*Our regular refund polices still apply to any instance other than a Government or AHS mandated COVID 19 closure

**\*\*\*FESTIVAL & COSTUMES FEES:**

* If you are a returning student and have paid festivals fees in the 2019-2020 season, those fees are being credited over by the Festival Directors for the 2020-2021 festival(s).
* **We are planning and trying to reuse as many costumes as we can from our previous year.**
* Please know that with all that is going on we are trying our very best to accommodate each family as best we can.
* **If you are a NEW or RETURNING student/ family, I WILL NOT be accepting costume or festivals fees that are stated in the registration package until we have more guarantees from our Province and AHS.**
* **Once we have more information and “go ahead” we will then start collecting the monies owed for costume & festival fees.**

 GRAVITY DANCE FORCE STUDIO

 COVID-19 SELF SCREENING TOOL

* Screening must be done prior to 2 hours of your scheduled class time and/or before entering the facility prior to attending class EACH day
* The following intends to identify new symptoms or worsening symptoms of non-related allergies, chronic or pre-existing conditions.
* If an individual answers YES to any of the following, the MUST NOT enter the facility or participate in class.

DOES THE STUDENT ATTENDING THE ACTIVITY AT GRAVITY DANCE FORCE STUDIO HAVE ANY OF THE SYMPTOMS BELOW?

CHILLS YES/NO

COUGH YES/NO

Shortness of breath/difficulty breathing YES/NO

Sore throat YES/NO

Painful Swallowing YES/NO

Running nose/nasal congestion YES/NO

Fatigued or feeling unwell YES/NO

Nausea/Vomiting/Diarrhea YES/NO

Loss of taste/smell YES/NO

Muscle/Joint pain YES/NO

Headache YES/NO

Conjunctivitis/Pink eye YES/NO

Has the student or anyone in the household traveled outside of Canada in the last 14 days? YES/NO

Has the student or anyone in the household had any close/unprotected contact or been within 2M with someone who is ill with cough or fever?

 YES/NO

Has the student or anyone the household been in close/unprotected contact in the last 14 days with someone who is being investigated/tested or confirmed case of COVID-19?

 YES/NO

If you have answered YES to any of the above question, PLEASE do not enter the facility or attend class at this time. We ask you stay home, use the COVID-19 assessment tool provided by AHS, call \*811, and determine if you need to seek medical attention.

If you have answered NO to all of the above question….COME ON IN AND LET’S DANCE! (OR KARATE CHOP!)

 **GRAVITY DANCE FORCE STUDIO**

 **WAIVER OF LIABILTY & INDEMNITY AGREEMENT**

The undersigned acknowledges and understands that with any physical activity there is a risk of injury to the participants. The undersigned understands that in consideration of being permitted to participate in the classes, programs, training and exhibitions involving forms of dance and karate movement, does hereby release Gravity Dance Force Studio (GDF), the owners, instructors, staff and volunteers in charge for all actions, demands or claims that may result because of injury.

Gravity Dance Force Studio has taken certain measures to implement recommended guidance and protocols issued by AHS for slowing the transmission of COVID-19, including, without limitations, the access/use of restrictions set forth below. The undersigned understands and agrees that Gravity Dance Force Studio may revise procedures and time based upon updated guidance and protocols issued by AHS and further agrees to comply with the revise procedures while participating in the programs and services provided by Gravity Dance Force Studio.

The undersigned acknowledges that the novel coronavirus (COVID-19) infections have been confirmed throughout the country and the province of Albert. The undersigned hereby agrees, represents, and warrants that neither the undersigned nor participating student shall visit or utilize the facilities or programs of Gravity Dance Force Studio if he or she experiences symptoms of COVID-19, including, without limitation, fever, cough, shortness of breath, or has a suspected or diagnosed case of COVID-19. The undersigned also agrees that participants shall not visit or utilize the GDF programs (other than the online services offered) within 14 days after returning from a highly impacted are or exposure to any person who has a suspected or confirmed case of COVID-19. The undersigned agrees to notify Gravity Dance Force Studio immediately if he or she believes that any of the forgoing access/use restrictions may apply.

*In further consideration of being permitted to enter or use the facilities or equipment, or participate in any on-site or off-site program affiliated with GRAVITY DANCE FORCE STUDIO the undersigned hereby agrees to the following:*

The undersigned, and on behalf of such participating students, hereby releases, waives, discharges and covenants not to sue GRAVITY DANCE FORCE STUDIO, GDF, the owners, instructors, staff and volunteers from all liability for any loss or damage, and any claim or demands on account of any property damage or any injury to, or an illness or the death of, the undersigned or such participating students ( or any person who may contract COVID-19, directly or indirectly, from the undersigned or participating student) whether caused by negligence, active or passive, of GRAVITY DANCE FORCE STUDIO.

The undersigned hereby and agrees to indemnify and save and hold harmless GRAVITY DANCE FORCE STUDIO (GDF), the owners, instructors, staff, volunteers from any loss, liability, damages or costs that may incur whether caused by negligence, active or passive, while the undersigned or any participating student participating in any programs affiliated with GRAVITY DANCE FORCE STUDIO (GDF). The undersigned understand that GRAVITY DANCE FORCE STUDIO is not required to provide insurance to cover the participating the participating students in the event they suffer illness, injury, death, property loss, theft or damage of any sort while participating in any programs affiliated with GRAVITY DANCE FORCE STUDIO. THE UNDERSIGNED HEREBY ASSUMES FULL RESPONSIBILITY FOR, AND RISK OF ILLNESS, BODILY INJURY, DEATH OR PROPERTY DAMAGE to the undersigned or the participating student while using the premises of GRAVITY DANCE FORCE STUDIO and/or participating any programs affiliated with GRAVITY DANCE FORCE STUDIO.

*I HAVE CAREFULLY READ AND VOLUNTAIRLY SIGN THIS ASSUMPTION OF RISK, RELEASE AND WAIVER IF LIABILITY, AND INDEMNITY AGREEMENT. I ALSO UNDERSTAND THAT THIS AGREEMENT IS MADE ON BEHALF OF MY MINOR CHILD(REN) AND/OR LEGAL WARDS AND I REPRESENT AND WARRANT TO GRAVITY DANCE FORCE STUDIO THAT I HAVE FULL AUTHORITY TO SIGN THIS AGREEMENT ON BEHLAF IS SUCH MINOR(S)*

Parent/Guardian Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/ Guardian Printed Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child(rens) Name(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**A NOTE FROM MISS TWY:**

 First off, thank you for registering your child(s) during these unprecedented times. Know that I am trying to cover all angles to ensure the safety of all our teachers, students and families and to keep the studio running.

I appreciate your commitment to the GDF dance and karate program and for trusting us with your children.

This was definitely not how I ever imagined going into our 10th year, my head was full of performances, special dances, shows and the list goes on…and now my head is full of how to do this, all of this with all that is going on.

I promise to keep you as informed as quickly and efficiently as I can with any changes that occur as I foresee many happening each month. It is imperative to me that we keep open communication and have each other’s backs to support and keep our children positive, mentally and physically healthy and happy.

I am an open door always. I will always get back to you in a timely manner, will help you with anything you need and be there for you and children in any way I can during these crazy times.

Dancingly Yours,

Miss Twy and the Staff of GDF