



# COVID-19 SAFETY PLAN

Last updated: 28th June 2020 (Stage 1A Return to Dance)

*“The health and wellbeing of Alanna’s Theatre and Dance Studio staff, students and families is our number one priority. You must not attend classes if you or anyone in your household has flu-like symptoms, including coughing, fever, shortness of breath or sore throat.”*



Hampton Community Centre - Castlefield Community Centre - Hampton Uniting Church

## FACTS OF COVID-19 VIRUS

Coronavirus (COVID-19) is a highly transmissible virus spread through small droplets from the nose or mouth via talking, coughing, sneezing or exhaling. Symptoms can include fever, chills or sweats, cough, sore throat, shortness of breath, runny nose or loss of sense of smell. In certain circumstances, headache, muscle soreness, stuffy nose, nausea, vomiting and diarrhoea may also be considered.

## PREVENTION

The best way to prevent transmission is to stay home if you're unwell, practice social distancing and ensure good personal hygiene.

- Wash your hands often with soap and water for at least 20 seconds, especially after blowing your nose, coughing, sneezing, or using the toilet.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Cover your nose and mouth with a tissue when you cough or sneeze. If you don't have a tissue, cough or sneeze into your upper sleeve or elbow.
- Do not share drink bottles.
- Stop shaking hands, hugging or kissing as a greeting.
- Ensure a distance of at least 1.5 metres is kept between yourself and others.

## VULNERABLE PEOPLE AND HIGH-RISK CATEGORIES

We wish to acknowledge that some people are at higher risk of serious illness in relation to COVID-19. If you or a student in your care fall into one or more of the following categories, we invite you to contact us to discuss your individual circumstances. We are committed to providing flexible options for students in vulnerable groups to minimise any potential risk to their health and safety.

- Aboriginal and Torres Strait Islanders;
- People 65 years and older with chronic medical conditions;
- People 70 years and older;
- People with compromised immune systems

### **STUDENTS OF ANY AGE WHO APPEAR UNWELL WILL BE SENT HOME AT STAFF DISCRETION.**

There is a clear directive from authorities that you should be tested for coronavirus if you have any symptoms at all, so medical clearance will be required from any student who has been sent home by ATADS staff before resuming in-person classes.

If you OR ANYONE IN YOUR HOUSEHOLD is awaiting the results of a COVID-19 test, do not attend classes until results are received (and they are negative for coronavirus).

Students may join class via Zoom at any time, for any reason.

### BEFORE YOU ARRIVE

1. Be sure to check the timetable on the website because some changes have been made.
2. Use the bathroom at school or home before arriving to classes. We aim to minimise use of the toilets, where possible.
3. The kitchen and waiting areas are closed. Drink bottles should be filled with water from home as you will not be permitted to access the kitchen to fill water bottles or to use a glass for water.

### WHEN YOU ARRIVE

Please understand that the following has been implemented to reduce foot traffic and crowding on site. We appreciate this may feel inconvenient, however, reducing any risk of COVID-19 and protecting everyone in our community remains our number one priority.

This is with the exception of babyballet® tinies students who may have one parent/guardian each.

1. You will only be permitted entry five minutes prior to class. This is to ensure we can safely move students out from previous classes before your arrival. If waiting outside please ensure you keep 1.5 metres distance between you and other families at all times. This also applies to adult students.
2. Everyone entering the building must use hand sanitiser on arrival. Anyone adverse to hand sanitiser will be required to wash their hands with soap and water. There will be hand sanitiser available at the centres and from the staff. We encourage you to bring and use your own where possible.
3. Once your child is safely inside, we ask that parents/caregivers wait in your car or leave and return to collect your child after class. Please do not wait on the footpath or driveway as we need to keep this space clear for students and staff.
4. babyballet® movers and groovers parents: we kindly ask that you consider your need to use the waiting room. We can call you on the number provided on your enrolment form if you are needed by your child. If you feel you must use the waiting room, please note that you will be required to sign in and must remain seated. There have been 3 x chairs set up to adhere to social distancing guidelines and this is the maximum number of people allowed to wait in the back waiting room. We kindly request that siblings be left at home (where possible).

### FOOT TRAFFIC

Class times have been adjusted to allow for a 15minute break between each class to minimise contact between classes and to allow time for surface cleaning between each class.

You teacher will indicate to you which entrance and exit point you need to follow when entering the centres. This strictly applies at the Hampton Community Centre.

## LEAVING THE STUDIO & STUDENT COLLECTION

Please be on time to collect your child immediately after their lesson.

Our timetable has been carefully structured to stagger classes, but it's effectiveness relies on parents and caregivers to be on time for collection.

Parents/caregivers: please only come forward to collect your child when you see them exit. Keep 1.5 metres between you and other families at all times.

As exciting as it is to see other students and families, we kindly ask that you do not gather in groups or congregate outside the studio. This includes adult students.

## FREQUENTLY ASKED QUESTIONS

### WHAT IF A STUDENT SUSTAINS AN INJURY?

Rest assured, our team still has a duty of care to provide First Aid to all students if needed. Teachers will wear gloves. A mask may also be worn at their personal discretion.

### WHAT IF I CANNOT ATTEND CLASS?

All lessons will be available to watch live via Zoom for anyone who cannot attend the studio and we will continue to offer this for as long as it remains viable. Please note that teachers will be unable to provide personalised feedback, tuition or interaction to anyone joining via Zoom as their focus will be on those students in attendance at the studio. We ask that parents provide supervision during class time to ensure student safety at home and note that any student joining from home does so at their own risk. Unfortunately, sound quality cannot be guaranteed for online viewing of in-person classes and we ask for your flexibility in the initial weeks as there is likely to be some technical issues to work through.

### WHAT ELSE ARE YOU DOING TO MINIMISE THE RISK OF COVID-19 FOR FAMILIES?

Most importantly, we have a strict policy that requires families to stay home if they are unwell. By making classes available to watch online, we reduce the risk of families attending the studio with 'just a runny nose'.

We will be keeping accurate records of anyone who attends our classes – that includes all ATADS and babyballet® students and their parents/caregivers and staff. Note this does not include parents or caregivers picking up and dropping off children outside the venue. Anyone entering the building is required to use hand sanitiser or wash their hands with soap and water.

- All staff have completed COVID-19 Infection Control Training.
- Waiting rooms are closed to all families with the exception of babyballet® tinies students who are permitted one parent/caregiver. We encourage siblings to be left at home where possible.
- babyballet® classes have been shortened to allow for crossover and cleaning.
- Miss Alanna's library books have been removed from babyballet® classes and the creative drawing component of the class will be on hold until further notice.
- The kitchen facilities at centres will be closed.
- No props will be used in the short-term for babyballet® classes.
- All classes will be non-contact. This means no partner work, holding hands, hugs or high fives. Teachers will only apply physical correction if required for safety (e.g. in the case of Acro classes).

There is currently no social distancing requirement for students under the age of 18, however, we will continue to encourage and remind students to keep their space, hands and belongings clean at all times.

Social distancing requirements and restrictions on class numbers are in place for adult students, as per the State Government guidelines.

Adult classes are **strictly capped at 10 students**.

#### **WHAT WILL YOU DO IN THE EVENT OF A CONFIRMED CASE OF COVID-19?**

If anyone with a confirmed case of COVID-19 has attended ATADS while infectious, we will immediately consult with the Department of Health and Human Services (DHHS) for guidance. DHHS may require us to close for a short period to facilitate cleaning and enable contact tracing. Professional cleaners will be brought in to thoroughly clean all areas of the centre before re-opening.

Attendance records and contact details of students deemed to be close contacts with the confirmed case will be provided to DHHS and we will notify by email all families who attended the studio on the same day as the infected person. We will respect the privacy of anyone with a confirmed case of coronavirus and treat their condition with understanding and compassion.

Any person who tests positive for coronavirus (COVID-19) must remain in home isolation until they have been notified by DHHS that they have met the criteria for release from isolation. Any person who is determined to be a close contact of a person with coronavirus by DHHS should not attend the studio for 14 days after their last close contact and must self-isolate. During isolation, they should watch for symptoms and seek medical assessment and testing if they become symptomatic.

WHAT SHOULD I DO IF I HAVE COVID-RELATED QUESTIONS, CONCERNS OR FEEDBACK?

Safety is our priority and we welcome your feedback. Please email [alanna@atads.com.au](mailto:alanna@atads.com.au). We will respond as soon as we can and appreciate your patience during peak times.

OTHER CONSIDERATIONS FOR FAMILIES

We reserve the right to revert any or all classes to online delivery at any time in the event of staff illness, changing requirements by authorities, a case/suspected case of COVID-19 or for any other reason determined necessary by us. No refunds or discounts are permitted in the event of classes reverting to Zoom, however, should a class be cancelled, students will be eligible for their choice of a make-up lesson or credit, upon request by email.

Contact details for students and parents may be passed on to the Department of Health and Human Services for the purpose of contact-tracing if necessary. We endorse the Government's COVIDSafe App.

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