

Cascade Dance Covid-19 Class Procedures

Please note that this is a working document and as guidance changes, we will adapt with the evidence and guidance supported by the government as and when it is released.

Please take the time to read our document outlining a range of measures put in place to ensure we are COVID Secure.

In this policy, where possible, Cascade has endeavoured to put the following measures in place

- **Minimising contact** with individuals who are unwell by ensuring those who have Coronavirus (COVID-19) symptoms do not attend classes. This also applies if a member of their family has symptoms or if they have been advised by NHS Test & Trace as 'a close contact' to isolate at home. Teachers should hold the relevant data to assist with Test & Trace. *More details found below*
- **Encouraging all teachers and students** to wash their hands more often than usual, including before and after class and before and after using toilet/washroom facilities
- **Ensuring good respiratory hygiene** by promoting the 'catch it, bin it, kill it' approach
- **Cleaning frequently touched surfaces** such as door handles, dance resources, more often than usual using standard products, such as detergent or bleach
- **The reduction or non-use of props** or resources in the class
- **Temporary floor marking defining** required spacing per individual should be provided to maintain social distancing
- **Encourage students to arrive in uniform**
- **Manage occupancy of classes** and allow long enough breaks between classes to ensure enough time for student changeover and cleaning
- **Avoid attendance by spectators** and non-attending children
- **Introduce more one way flow routes** through buildings and staggered arrival times where possible

Closure of Classes

If Cascade have to stop their classes due to an outbreak of COVID we will inform all parents prior to their next scheduled class and the isolation process must begin. A decision will then be made by the company directors for the next steps.

If a regional or national lockdown takes place, our face to face dance classes will go online and run from Zoom until further notice. No refunds will be issued, all classes will be carried over online and resume when and where possible.

We are all learning as we go. We hope that by offering up open communication with our students and parents we can work towards providing a safe environment for all our members and return to dance.

Contact us if you wish to discuss any of the above

rt@cascadedance.co.uk / sb@cascadedance.co.uk / admin@cascadedance.co.uk

Please read the following information on our Wednesday classes at The Knole Academy.

Arriving & Drop Off

Parents not to enter the studio and must drop off from outside dance hut

Please do not congregate outside the dance hut

Students to enter the studio through the front door and use hand sanitiser provided

Plastic boxes will be provided for students belongings

- Juniors to come straight into the main studio and place belongings into the provided plastic boxes
- Intermediates place belongings underneath designated tables in plastic boxes in the small room and enter the main studio once all junior students have left.
- Seniors to place belongings underneath designated tables in the small room and enter the main studio during a class break

Please ensure you are not late for the class. Latecomers may not be permitted to class.

Leaving & Collection

Parents must collect students outside the dance hut upon collection

It is the parent's responsibility of their child once they have left the venue. If parents are running late or students are late to be collected, students can wait in the small room for safety and must access this space through the front door.

We understand that students will sometimes be collected late and we would never leave the building without the student being sent home. However, we do ask that collection is prompt so that (especially in the darker and colder months) the student is not waiting.

Uniform

Students must attend in their dancewear, ready to take their class.

The small changing room will be open for those coming straight from school

Black leotard, tights, shorts or dance leggings

Competition Team jacket must be worn

Hair MUST be fixed before the class. Neat, tidy and away from the face

All belongings must go into the assigned boxes as above

Footwear

Students will not be able to dance in bare feet

Jazz shoes are essential for these classes, socks are not permitted due to health and safety

If a student forgets their shoes they may not be able to take part in the class

Students & Masks - not required for our dance classes

We have researched the guidance of wearing masks during physical activity and taken the decision to not enforce masks or visors in our classes for our students. We have taken guidance from Dance UK <https://youtu.be/1CEzsgytps8>

If a student would like to wear a face covering during the class, this will be respected. We ask that the student take short breaks of physical activity without the mask on.

Social Distance Dancing - Students

Students to maintain 1m+ distance at all times

The studio floor will be marked out with an **X or spot** for each student

A queue for corner work will also be organised

No contact with other student to be made during the class at this time (unless this person is in a friend /family bubble or has parental consent)

No touching or hugging other dancers in the class

No sharing mobile phones, drinks, food or other belongings whilst in the class

Movements may be limited to ensure safety of teacher

The teacher may assign students groups to dance in to maintain social distancing, depending on venue and class

Social Distance Dancing - Teachers

Teachers will not be giving any hands on corrections but may maintain distance and place arm or foot into place if absolutely necessary.

Teachers will not demonstrate any lift work, partner work or contact work with the student

Teachers are not required to wear masks in our class, however it is to the discretion of the individual teacher if he/she wears a visor or mask for their own safety in the class and in public areas of the venue.

Movements may be limited to ensure safety of teacher

Teachers will ensure they have sanitised their hand prior to teaching

The use of props will be limited. Students may be asked to bring props with them instead.

All props used will be washed and cleaned prior to the next class taking place (usually weekly)

Costumes may be lent out, however these will be washed and cleaned in prep for the next class.

Toilets

Students may of course leave the class to visit the toilet during the session. Hand sanitizer must be used when leaving the studio and then returning to class. We expect all students to wash their hands after their toilet trip.

Spectators

Unfortunately we cannot allow spectators or any parents in the studios. This is a policy set by both Cascade Dance and our venue providers Knole Academy.

Cleaning

Cascade will disinfect any common areas students may touch such as door handles and Ballet Barres

The studio space will be cleaned by the estates team at Knole Academy, this is not Cascade's responsibility.

Cascade will ensure that the studio space is clear of all hazards as per their regular risk assessment before activity takes place

Cascade will ensure that PPE and cleaning products are to hand when running their classes to ensure that they maintain a safe, clean and happy environment to dance in

Ventilation/ Air Con

Cascade will ensure that the studios are ventilated well and the windows are open for the duration of the class. Where possible, windows will be open instead of the use of air conditioning.

Covid- 19 Class Guidelines

Students, Parents and Teachers who are unwell with following symptoms of Coronavirus (Covid-19) should not attend Cascade's classes. If you have any of the following symptoms

DO NOT attend and inform our designated member **Ricia Taylor** rt@cascaddance.co.uk / **07789 833 164**. Please note this is Ricia's personal number, please call at an appropriate time

Please note that we have the right to refuse entry to anyone using/booked to attend our classes if you have Covid19 symptoms, and no refunds will be eligible for this period.

- a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal
- To protect others, do not go to places like a GP surgery, pharmacy or hospital if you have any of these symptoms. Stay at home and self-isolate for 14 days.

We are also asking if you / your child/ren has a cold, please do not attend your class and report this as an absence through email.

Track & Trace

We expect parents to inform us if your child or someone from your household has symptoms. If you have symptoms and have scheduled classes with us, please contact us as soon as possible.

Students will not be able to return to classes until we have been informed of a negative outcome. If students have a positive outcome we will engage in a track and trace process.

We hold data for every student via LoveAdmin or BookWhen and will follow the track and tracing methods to contact those that have been in contact with that student during classes.

We expect that parents keep their personal information updated on LoveAdmin so that we can contact when required.

Links and Guidance:

We have taken our guidance and advice from the following

Link to Dance UK: [Return To Dance - One Dance UK](#)

[Performing arts - Working safely during coronavirus \(COVID-19\) - Guidance](#)

[Guidance for parents and carers of children attending out-of-school settings during the coronavirus \(COVID-19\) outbreak](#)

