

## **Philadelphia Studio Ballet Policies & Procedures for Covid-19**

### **ENROLLMENT:**

- All students must register for classes
- The registration process will take place solely online this year. There will be no paper forms.
- If a student arrives for class and is not registered for that class, she/he will not be able to attend
  - In the event of a positive Covid case in the PSB community, it is vital we have accurate roll sheets to know who attended which class(es)

### **SANITIZING:**

- All PSB studios will be professionally cleaned and sanitized prior to re-opening
- All PSB studios will be professionally cleaned and sanitized on a weekly basis after that
- PSB staff will actively sanitize studios between and during classes throughout the day and at the end of the night

### **GENERAL:**

- Students are required to wear their own face mask for the ENTIRE duration of their time in PSB's building. Please make sure they are practiced and used to wearing their mask!
  - PSB is not able to supply face masks for students
- All PSB teachers/staff will wear face masks
- Students MUST apply hand sanitizer upon entrance to the PSB building
- Weather permitting, windows in PSB studios will remain open for the entirety of class
- The PSB changing room will be open on a limited basis - only for those students taking classes back-to-back in different dance genres, which require different dress codes (i.e. ballet followed by jazz, etc)
  - All students must come fully dressed for class in dress code attire
- The drinking fountain will be closed
  - Students will be permitted to bring their own water bottle, clearly labeled with their name
  - Students will be given at least one water break per class in a designated area, socially distanced
- Students will not be permitted to eat on PSB premises
- PSB has removed all shared items from our studios, including tutus, costumes, crafts, free-dance items, etc.
- Students will not be permitted to bring anything into the PSB building other than: their mask (which they'll be wearing :), an optional water bottle, and a change of dance shoes if necessary (i.e. the student will be taking a jazz class after ballet, so she/he will need to change into the correct shoe)
  - Students will only be permitted to change their shoes in their designated square in the studio (not in the lobby)
- Due to PSB's small lobby, no parents/guardians will be permitted inside the PSB building

- Instead, PSB teachers will pick up each student from their car just prior to the start of class

### **DROP OFF:**

The drop off process will occur as follows:

- A few minutes prior to the start of class, all cars need to be at the PSB parking lot
- Everyone **MUST** remain in the car
- Everyone in the car **MUST** wear a face mask
- A PSB staff member will approach your car and check your child in
- Once your child has been checked in, we kindly ask that you drive out of the PSB parking lot - we all know it's not very big :)

### **IN THE STUDIO:**

- All students will be required to apply hand sanitizer as they enter the PSB building
- PSB classes will be limited in # of students based on studio size to ensure adequate social distancing
- Students will not be permitted to physically interact with each other at all during class, drop off or pick up!
- 3-4 foot squares will be taped off on the studio floor with an "X" in each square for the student to stand on
  - Each student will be assigned a square at the start of class and she/he will not be permitted to switch squares
- An "X" will be placed on the ballet barre 3-4 feet apart
  - Each student will be assigned an "X" at the start of barre work and she/he will not be permitted to switch "X's" on the barre
  - When barre work is complete, the teacher will disinfect the barre's surface
- Teachers will have a designated square at the front of the room
  - Teachers will not travel around the room during class
  - Students will still receive personal critique and correction, but it will be called out by the teacher from the front of the room
- If a student is staying for a second class following their first one (i.e. jazz after ballet), that student will be required to remain seated in their assigned square until the start of the second class

### **DISMISSAL:**

- At the conclusion of class, a PSB teacher will escort students out of the PSB building
- Each student will be dismissed individually
- Parents/guardians must remain in their car at pick up
- Please write your child's name on a piece of paper and place it on your dashboard
  - This is how the teacher will dismiss each student to the correct vehicle
- We kindly ask that you arrive promptly at the end of class so your child may be picked up quickly
  - Again, once you have picked up your child, we ask that you quickly exit the PSB parking lot to make room for the next family

**SANITIZING BETWEEN CLASSES:**

- In between classes, PSB staff will have designated time to disinfect and sanitize the studios
- They will wipe down door handles and other high touch surfaces, ballet barres, studio floors, etc.
- Teachers will wash their hands prior to the start of every class

**EMERGENCIES:**

- Since parents/guardians will not be permitted into the PSB building, we ask that you have your cell phone on you for the entirety of your child's class
- In the unlikely event of an emergency, your child's teacher will contact you directly on your registered cell number
- "Emergencies" in our Covid era could be that your child refuses to keep her/his mask on, in which case, you may be contacted by the teacher and required to come pick up your child

**IN THE EVENT OF A POSITIVE CASE:**

- If anyone within the PSB community tests positive for Covid-19 we will inform parents/guardians immediately. All classes would move to virtual instruction.
- PSB will work with public health officials and follow all recommendations to ensure the health and safety of our students, families and teachers.