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## **PROCEDURES FOR COVID-19 PREVENTION & PHASED RE-OPENING**

*as of 5/1/20 & subject to change at any time dependent on circumstances surrounding the COVID-19 pandemic*

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### **PHASED RE-OPENING PLAN FOR INSTRUCTORS AND STUDENTS:**

The safety of our student community is very important to us and therefore, MDM will continue to review and follow the guidelines set forth by the State of Kansas as we create plans to reopen our physical studio. We are aware that our parents and students will have varying levels of comfort and varying risk parameters. Therefore, we will continue to offer virtual Zoom classes throughout our transition and possibly into the Summer months as well. Our goal is to create opportunities for dancers who would like to come to the studio to do so in a safe, controlled and phased approach. But we also want to respect any students who are not comfortable with in person classes and will continue to offer virtual options to meet the needs of those students. Our reopening will occur in weekly phases with the hope that we will be able to return to full in person classes by mid June 2020. With the current plan released by the state, we do plan to hold Summer Dance Camps, but have adjusted some dates to ensure that we will be able to meet the requirements for number of students in a room.

#### **REOPENING PHASE 1: May 4 - 9, 2020**

Instructors will return to the studio (if they wish) to film Zoom classes from the studio. No students will be in the studio.

Classes will continue to be offered through Zoom.

#### **REOPENING PHASE 2: May 11 - 16, 2020**

All classes will be recorded at the Studio with 2 assistants per class allowed to be in the studio. The assistants will be students enrolled in the class and will be put on a rotation schedule to include as many interested students as possible. AN OPT OUT form can be found at [www.MDMathome.com](http://www.MDMathome.com) if you would prefer that your dancer not be included in the assistant rotation schedule.

Classes will continue to be offered through Zoom.

In person private lessons resume at the studio.

#### **REOPENING PHASE 3: May 18 - 22, 2020**

Additional assistants will be added to each class; the number will be dependent on State of Kansas guidelines.

Classes will continue to be offered through Zoom.

#### **REOPENING PHASE 4: May 26 - 30, 2020**

Additional assistants will be added to each class; the number will be dependent on State of Kansas guidelines.

Classes will continue to be offered through Zoom.

#### **FULL REOPENING: TENTATIVELY SCHEDULED FOR JUNE 1ST**

Depending on state guidelines, if allowable, we would return to holding all classes in the studio by June 1st. We would potentially continue to offer the classes through Zoom as well. The goal of June in person classes is to review the work that has been learned online and to prepare for a filmed Recital the last week in June.

**To ensure the safety of our instructors and our students, the following policies and procedures will be effective May 1, 2020 until further notice.**

## REQUIREMENTS / RESTRICTIONS FOR INSTRUCTORS:

- No use props of any kind, OTHER than the ballet barre and gym mats (see specific restrictions below regarding the use of these items)
- Use of Ballet Barre: Clorox wipes will be provided in each classroom. The ballet barres must be wiped down with a Clorox wipe by the teacher prior to the start of class if you intend to use them. Use as many wipes as is necessary to ensure the barre is properly sanitized. **It is imperative that they are properly sanitized as this will be a very high risk area for germ transmission.**
- Use of Gym Mats: Lysol spray and Clorox wipes will be provided. The gym mats must be sprayed / wiped (method of sanitation depends on the mats being used) prior to each use. **It is imperative that they are properly sanitized as this will be a very high risk area for germ transmission.**
- All instructors must wash hands with soap **and** use sanitizer upon entering the building and before class. Instructors must also reapply hand sanitizer at the end of the class and again at the beginning on their next one.
- Wear mask if you are able and/or comfortable.
- Instructors must maintain a minimum distance of 6 feet from all students.

## REQUIREMENTS FOR CLASSROOM SIZES & SPACING:

- Class sizes will be limited to no more than 10 persons per studio.
- Studios will be marked with dots to indicate proper student spacing. All teachers must adhere to keeping students approximately 6 feet apart. No lines for across the floor work will be permitted until the 6 foot spacing requirement is lifted.
- When using the ballet barre, students must stand 6 feet apart.

## STUDENT DROP OFF / PICK UP PROCEDURES & GUIDELINES:

- Parents will be asked to use a Drop Off/Pick Up procedure and will not be permitted in the common lobbies or waiting rooms.
  - Parents may form a Drop Off/ Pick Up line outside the studio doors maintaining 6 feet between one another.
  - Instructors will be at the door to both pick students up for their class and ensure they are safely delivered to a parent after their class has ended.
- Once students enter the building, they will be given hand sanitizer by an MDM employee.
- All students must have a temperature check upon entering the building performed by an MDM staff member.

## REQUIREMENTS / RESTRICTIONS FOR STUDENTS:

- If a member of your household has traveled to any of the pandemic "hotspots" within the past 14 days, student must remain at home for 14 days from the date the family member returned home.
- All students must be fever-free and symptom free (**without the use of medication or fever reducers**) for a **complete 72 hours** in order to attend classes. **No exceptions.**
- Parents will be asked to wait in their vehicles during classes and will not be permitted to watch/wait in the common lobby areas. Refer to Drop Off / Pick Up procedures above. PARENTS ARE ALWAYS ABLE TO WATCH CLASSES VIA ZOOM on a device.
- All students should wash hands with soap before arriving at the studio. Upon entering the studio, all students must use hand the hand sanitizer provided by MDM (unless there are allergies that you make us aware of and provide an alternative).
- All students must bring their own water bottle. No plastic, disposable water bottles will be allowed. Absolutely no sharing of drinks amongst students.
- All students must wear proper footwear.
- If a student has multiple classes in a night with schedule breaks, we ask that until further restrictions have been lifted by the state of Kansas, that all students sit in the car with a parent until their next class begins.
- No eating will be allowed in the common areas under further notice.

## **OUR COMMITMENT TO SANITATION OF COMMON SPACES:**

- Ballet barres and gym mats will be sanitized before and after each use.
- ALL door handles will be sanitized when the studio opens and in between ALL classes.
- The public bathrooms will be sanitized hourly or after each class if it has been used.
- All hard surfaces in common/shared spaces will be sanitized at the beginning and end of the night (black table, waiting room tables, front desk, kitchenette, bathrooms, front of trash cans, cabinets, etc.)

## **PRIVATE LESSON GUIDELINES:**

All of the same policies and procedures that apply to both instructors and students for regular classes will also apply to Private Lessons.