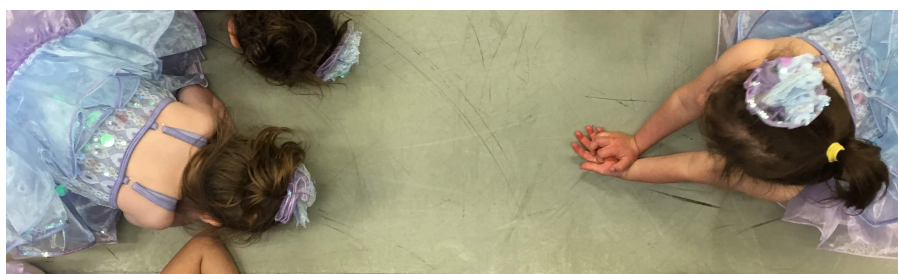




COVID-19 GUIDELINES

OUR COMMITMENT TO OUR FAMILIES, FACULTY & STAFF

Cobequid Dance Academy has created this document in accordance with the Province of Nova Scotia's Communities, Culture and Heritage recommended guidelines.



We recognize our critical role and responsibility in preventing the risks of COVID-19, and the health and safety of our faculty, staff and members are of the utmost importance. We are committed to

offering a safe space for our students to experience and appreciate the joy of dance. Any questions or concerns can be emailed to info@cobequiddanceacademy.com



MASKS ARE MANDATORY

All persons entering CDA are required to wear a mask. Masks must be worn at all times in common areas and hallways.



SANITIZE HANDS AND HAND-HELD DEVICES UPON ENTRY

All persons entering CDA are required to sanitize their hands and hand-held devices upon entry at the dedicated station.



MAINTAIN SOCIAL DISTANCING

All persons entering CDA must adhere to social distance rule of maintaining 6' / 2 meters.



ONE-WAY TRAFFIC FLOW

Entrance to CDA is via our regular doors at 15 Arlington Place. Exit will be via our emergency exit which leads to the lobby of the building at the Prince St doors.



QUICK CHECK LIST FOR STUDENTS

1. Come dressed for class
2. Have your water bottle pre-filled
3. Make sure you have your mask
4. Sanitize your hands and hand-held device as soon as you enter
5. Keep all your belongings with you
6. Maintain physical distancing both in the common areas and in the studio
7. Have a pick-up plan with your parent/guardian
8. Have fun! Together we're going to make this work :-)

PRIOR TO CLASS

1. Students are to arrive no more than 5 minutes before the start of their class.
2. Students must arrive wearing a mask and must continue to wear it until they are in a studio. - students wishing to keep their mask on during class are permitted to do so.
3. Parents/guardians of children age 9 and older are not permitted to enter CDA with the exception of those with children who require physical or other support to remain safe on the premises.
4. Parents/guardians of children ages 5-8 may accompany their child into CDA and must exit as soon as their child is taken into class. Only one parent/guardian per student. Siblings are not permitted unless they are able to remain in a stroller or carrier. Children will be dismissed to the lobby at the Prince St entrance to the building where they can be met by their parent/guardian. Parents/guardians are not permitted to re-enter CDA for pick-up unless special arrangements are made based on the needs of the child.
5. Parents/guardians of children under the age of 5 are permitted to remain on-site during their child's class. At all times, a mask must be worn by the parent/guardian and physical distancing must be maintained. Only one parent/guardian is permitted per student. Siblings are not permitted unless they are able to remain in a stroller or carrier.
6. Students should arrive dressed for class to eliminate the need for changing on-site.
7. Hair is to be done prior to arriving at CDA.
8. Each student must bring their own labelled, filled water bottle from home.
9. Students will go directly to their studio upon arrival and will exit only to use the washroom.
10. Students are asked to bring as few personal belongings as possible. Personal belongings will remain with the student for the duration of their class.
11. Studios will be sanitized prior to each class.

DURING AND AFTER CLASS

1. Class sizes are capped based on the gathering limit or space available in each studio to maintain physical distancing.
2. Ballet barres and floors will be clearly marked to indicate physical distancing spacing.
3. Faculty members will wear a mask when the 6' distancing or gathering limit cannot be maintained.
4. Early Childhood Movement class formats will be adjusted to allow for physical distancing with as little impact to the overall feeling of comfort, support and nurturing that would normally be present.
5. A maximum of two students will be permitted to use the washroom at a time and a dedicated washroom monitor will sanitize between uses.
6. A dedicated hall monitor will be present to direct students to their studios and to maintain traffic flow and physical distancing measures.
7. Students will be instructed to exit CDA via our emergency door which takes them up to the lobby of the building at the Prince Street doors.

ADDITIONAL MEASURES

We are committed to providing frequent updates as our studio adapts to the Province's re-opening plan. Should any of the above policies or practices change as a result of direction from the Chief Medical Officer you will be notified via email.

Should a presumptive case be identified we will follow the protocol as outlined by the provincial authorities.

Ensuring Physical Distancing

Only registered students, staff, approved parents/guardians as indicated above may enter the facility to reduce cross-over and maintain appropriate physical distance before and after their scheduled class time. In order to maintain 6 foot distancing at all times, facility capacity will be limited to 100 individuals.

Class start and end times will be staggered to limit the number of students in a common space at the same time and adhere to physical distancing requirements. Space markers will be placed in common areas and studios to ensure two metre physical distancing requirements are adhered to at all times.

The lobby will be closed to parents/guardians with the exception of those with children under the age of 5 or those who require physical or other support to remain safe on the premises.

Washroom capacity will be limited and posted at each entrance.

The front desk will operate behind plexiglass..

Prevention

Physical distancing of at least two metres (6 feet) or more between persons, including students, parents, staff and instructors will be required at all times outside of the studios. Masks must be worn by everyone in common areas.

Employees are not to report to work if they are exhibiting COVID-19 symptoms or are under self-isolation or quarantine.

Hand washing instructional signage will be posted at all sinks.

Hand sanitizer will be available at all studio entrances and is to be used upon every entry/departure.

All students and staff will be instructed to:

- Wash hands often with soap and water upon arrival, before and after any breaks, at the beginning and end of each class, or use alcohol-based hand sanitizer if hand washing is not possible.
- Avoid touching face including eyes, nose, and mouth.
- Avoid high-touch areas where possible, or ensure hands are washed or sanitized after.

- Follow respiratory etiquette (e.g. coughing or sneezing into a bent elbow, promptly disposing of used tissues in the trash).

Signage advising anyone exhibiting symptoms will not be permitted to enter.

Sanitization

Regular cleaning and disinfection will be implemented. Frequently touched surfaces (music equipment, door knobs, toilet handles, sinks, barres, props, etc) will be disinfected between each class. Only disinfectants that have an approved Drug Identification Number (DIN) will be used. Disposable towels and spray cleaners, or disposable wipes, will be made available to regularly clean and disinfect commonly used surfaces. As per guidelines, washable, reusable cloths will be used to help mitigate environmental impact. Floors will be cleaned daily as usual, with additional disinfecting throughout the day as possible.

Management of Individuals with Symptoms of COVID-19

All persons entering CDA will have their temperature checked by admin personnel

If anyone begins to experience symptoms of COVID-19 while at CDA

- They will be immediately separated from others in a supervised area until they can go home. If a child is being supervised, staff will maintain a distance of at least two metres.
- Parents/Guardians will be contacted immediately to notify them of the change in wellness and be instructed to call 8-1-1.
- Hand hygiene and respiratory etiquette will be practiced while the individual is waiting to be picked up.
- Tissues will be provided for proper respiratory etiquette, along with safe and proper disposal of the tissues.
- Environmental cleaning of any space the individual was in contact with will be conducted once they have left the facility.
- Everyone in the facility who was present while the individual became ill will be identified as a close contact and grouped together. Parents and the local public health unit will be notified and their direction will be followed.
- Anyone who has been exposed to a confirmed case of COVID-19 will be required to stay home for 14 days.

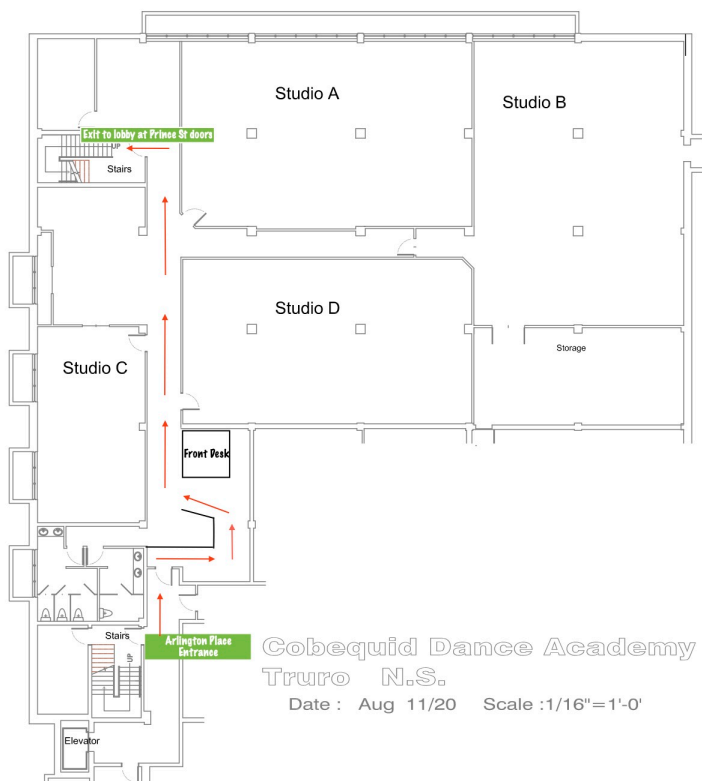


STUDIO CAPACITIES

STUDIO A	STUDIO B	STUDIO C	STUDIO D
40 six-foot squares	48 six-foot squares	18 six-foot squares	40 six-foot squares
Class capacity - 20*	Class capacity - 24*	Class capacity - 9 (or 8 for ECM classes)	Class capacity - 20*
1 instructor space**	1 instructor space**	1 instructor space	1 instructor space**
		2 instructor spaces for ECM classes	

**class sizes are generally capped between 12-16 students. The class capacity number is to show how many students could be in the room with an empty 6' square on all sides of their own square.*

***the majority of class sizes will allow for at least two instructors, this number is to show that there is room for a minimum of one instructor.*



Our traffic flow will be one-way, with all persons entering via the Arlington Place entrance (our usual entrance) and exiting via our emergency doors which lead up to the lobby at the Prince Street entrance of the building.



QUESTIONS OR CONCERNS

We recognize that all of these changes will prompt questions, and we welcome those questions so that we may continue to keep an open line of communication and continue to adapt and grow as needed during this unprecedented time.

Please contact us anytime at info@cobequiddanceacademy.com or phone 902-843-3773 between 3:30-8:30 M-F

ONLINE CLASS OPTION

We have made the decision to include Zoom as a regular option for our classes!

Students who are not comfortable returning to the studio, or who are required to remain home due to an ill family member, weather conditions or any other reason where they would still be physically able to participate in class, we will email a link so they may participate from home during their regular class time. Notice to the studio of a student's plan to participate online must be sent by no later than 1pm on the day of their scheduled class(es).

Should there be another forced closure due to Covid-19, all classes will transition immediately to online. We will send details about that process should it occur.



CONTACT US:

15 ARLINGTON PLACE SUITE 7

TRURO NS B2N 4L9

[INFO@COBEQUIDDANCEACADEMY.COM](mailto:info@cobequiddanceacademy.com)

902-843-3773

WHAT THIS ALL MEANS FOR OUR STUDENTS

Our teachers have been meeting and having regular discussions on how we can minimize the impact that all of these changes will have on the students. It is our goal to make their return to the studio as welcoming and familiar as possible. We would encourage parents to review this document with their children at home, and remind children that they are always welcome to come to any member of the faculty with questions or concerns.

We will take extra time and care to ensure that all students feel safe and secure while at CDA. For the first few weeks, all faculty will take a moment at the start of each class to remind students of the rules and encourage them to ask any questions they may have. We will ensure an environment that is familiar, encouraging and respectful to the needs and choices of every student.

Our curriculum will proceed as planned for the coming year with some modifications to allow for social

distancing, especially in the Early Childhood Movement classes. If there are children that require physical corrections or physical contact, we will seek permission prior to engaging with that child. Additionally, at the start of the year a special permission form for physical corrections will be sent home to be returned to the studio. In a case where a child is in distress, a faculty member will use their discretion based on the need of the child in the moment. Should you or your child have a concern about that, please do not hesitate to reach out to us. Again, we will respect everyone's choice and modify our classes to adhere to those preferences.

At the time that this document was drafted, we are planning to proceed with our year-end recitals. We have numerous plans drafted for different scenarios and will make those public later in the year.