



## Spotlight Dance Center

### Details & Modifications for the 2020-2021 Dance Season in response to the Covid-19 Pandemic

Spotlight Dance Center is committed to help #stopthespread of COVID-19. We have adjusted our policies and procedures for the 2020-2021 season to mitigate risk to our students and staff based on information sourced from the WA State Dept of Health and King County Public Health as well as the Center for Disease Control.

Best practices for reducing the transmission of COVID-19 and information surrounding the virus continues to unfold over time. If and when recommendations or regulations change, we will update our response accordingly.

### Big Picture Guidance

1. All persons entering the studio age 5 & over will wear a face covering. In accordance with the WA state mask mandate face coverings are encouraged for ages 3-5, but not required. Face coverings will remain on the entire time while inside the studio except when getting a drink of water or in the private restroom.
2. Hand sanitizing stations have been added to each studio as well as the office. Upon entering the facility all persons will sanitize their hands.
3. [Daily screening questions](#) will be shared via BAND at the beginning of the season as well as posted on both exterior doors. All persons will read and refrain from entering if they answer positively to any question.
4. No person will be allowed into the facilities if they:
  - a. have been in close contact with someone who has confirmed or suspected COVID-19 in the last 14 days. Health care providers and EMS workers who don appropriate PPE have an exclusion.
  - b. are exhibiting symptoms of COVID-19.
5. All staff will undergo training on health and safety protocols.

### Communication

We use the BAND app as our primary method of communication. Families are to keep current on all notifications. We suggest adjusting your settings, so you receive a push notification when a new post is made. In the event we need to disseminate information quickly we may also text, email or call. Families are responsible for making sure their current phone and email are listed in the client portal.

### Arriving for Class

Students should line up outside the exterior door of the studio they have class in, with their face covering already on, no more than 5 minutes before class begins. The instructor will open the door when ready and take each students' temperature with a touchless thermometer. Any person with a temp over 100.4 will not be permitted to take class. Students will then sanitize their hands before proceeding to a designated spot for their belongings.

### Staggard Schedules

In an effort to reduce congestion we have staggard the start times of classes in the Pink and Yellow studios. Additionally, we have allotted 15 minutes between classes in the same studio to further limit potential traffic and allow time for instructors to clean the space.

### Shortened Class Times

In order to accommodate the longer break time between classes. All classes except our 40 minute pre-school age classes have been shortened by 5 mins. We will resume full class lengths once able. Tuition remains the same whether class is standard length or 5 minutes shorter..

### Pick-Up

Students must be picked up promptly and if able, allowed to go directly to the car. For very young children, one adult may wait outside the exterior studio door and escort them to their vehicle. Instructors will confirm students see their vehicle before entering the parking lot.

## Policy Changes to Adhere to Social Distancing

### The Dance Box & Partnering

Studios floors have been marked to promote social distancing between participants. A [multi-colored box](#) encourages creative use of space while maintaining a safe distance from peers.

Partner work will not be possible in the traditional sense. No weight bearing, high-fives, holding hands, etc. Tactile feedback or manual corrects from instructors is also not possible at this time.

### Capacity

All classes are limited to 10 participants. As we begin the season, we are limited to 5 students attending in person at a time in the YELLOW studio and 7 in PINK. In-person classes will begin the year in a hybrid system of in studio and virtual. See below.

### Virtual Access

All classes will be split into 2 groups with one group attending in person and the other virtually, alternating the following week. SDC will assign dancers to group A or B based on other class enrollments including those of family members. Classes in YELLOW with 5 or fewer students enrolled and PINK with 7 or fewer may be permitted to attend in person weekly. All classes may be attended fully virtually if preferred.

### Lobby Closure

In an effort to discourage gathering of people outside of households and to reduce overhead for the studio during this difficult and uncertain time, we have chosen not to renew our lease for the upstairs portion of our facility. We understand this may cause an inconvenience to some families. It was not any easy decision to make, but we feel strongly it was in the best interests of our clients and the financial security of the studio during this time. Parents who wish to remain on site should wait in their cars. Students with breaks between classes must be picked up.

## Minimizing Transmission

### Water Bottles

Students are encouraged to bring a water bottle to class labeled with their name. Students will need to be able to open and securely close their water bottles independently. Refilling of water bottles is discouraged. Students with multiple classes are encouraged to bring 2 water bottles. All water bottles left at the studio upon closing will be disposed of.

### Bathroom Use

Students are encouraged to use the bathroom before coming to class. While using the bathroom is okay, waiting by the bathroom door is not. Students will not be permitted to use the bathroom as a changing room and should plan to arrive at the studio in their dance attire, including hairstyle that meets the dress code. Instructors will not be able to assist young children in the restroom. We will text parents of very young children to come in and assist them if required.

### Food

Only staff members are permitted to bring food into the facility. Desk staff may eat when they are alone in the office. Instructors may only eat during teaching breaks when they are the only ones in the studio or before or after their shift. The fridge and microwave will not be available to students at this time.

### Props

There will be no sharing of props in class. This include Acro mats. Some students may be asked to bring an item from home which will not be shared. Other classes may have a suggested item or two you might consider purchasing to support training efforts both at home and in studio. For our youngest dancers, for whom the use of props is integral to learning, we have personal prop kits available for purchase which will be utilized when dancing at home and at the studio.

## Cleaning Regimes

### Between Classes

After each class, instructors will disinfect all potential high touch areas in the studio and bathroom as well as sanitize the studio floors.

### Closing Routine

Once a day as part of closing procedures, the studio floors will be disinfected.

## Plans

### If symptoms develop while on site

If staff or a student develops symptoms consistent COVID-19 while on site, they will leave immediately or wait separated from others until they are picked up. The area the symptomatic person was in will be vacated and disinfected. Once fever free for 24 hrs and it has been 10 days since onset of symptoms, the person may return to the studio.

### Protocols

SDC has established protocols for what to do in the event a student or instructor is exposed, develops symptoms or tests positive for COVID-19. Please see our [COVID-19 Protocol Chart](#) for details.

If it becomes known a person in our facility tested positive for COVID-19 the following steps as well as any forthcoming guidelines from health officials will be taken:

1. All students and staff who may have come into contact with the person who tested positive will be notified.
2. Those students and staff will then be asked to quarantine for 14 days from date of exposure and advised to contact their primary care provider for advice. Students will be invited to participate in classes virtually. Any student or staff who starts to develop symptoms while quarantining is asked to notify SDC.
3. Upon completion of a 14 day quarantine SDC will connect with affected students and staff to approve return to in person class.
4. The identity of any infected person will not be released.

### Agreements

To keep us all safe and moving forward together, all participants and their families agree to abide by the [Expectations and Agreements](#) shared at the beginning of the season.

## Additional Considerations

### Lost and Found

We will no longer keep a lost and found. If we find an item at the studio AND it is labeled, we will contact the owner to pick up by closing. All items left on site at the end of the day will be discarded as part of the nightly cleaning procedures.

### Personal Items

Reducing the number of items dancers bring into the studio reduces the potential spread of COVID-19. Dancers should only bring items necessary for their class into the studio. We suggest dancers bring a dance bag (our personal prop bag works great for littles) with their shoes, water bottle, jacket/cover-

up, and an extra mask. Ballet students should also have extra hair pins, pre-pointe students their textbook and pointe students an emergency sewing kit.

### Borrow Bin

Loaner shoes will no longer be available to students on a daily basis. Families may opt to purchase used shoes from us for the year. \$5 for ballet slippers, \$7 for jazz shoes and \$10-15 for tap shoes. A portion of proceeds from shoes sales will benefit our scholarship fund. If you cannot afford shoes for your dancer, please reach out to us and we will do our best to help you.

### What if another lockdown happens?

Because all classes are set up as hybrids from the start, we will be easily able to transition to all virtual classes if necessary. As long as classes are able to be held, whether in studio or virtually, tuition will remain the same. If classes are not able to be held or made-up either in person or virtually, a credit or refund will be available.

## Resources (all info as of 8/28/20. Please check agencies for any updates).

Guidance on cloth face coverings from the WA State DoH:

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/ClothFacemasks.pdf>

What to do if you have confirmed or suspected COVID-19:

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/COVIDcasepositive.pdf>

What to do if you were potentially exposed to someone with COVID:

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/COVIDexposed.pdf>

King County's Information on COVID-19:

<https://www.kingcounty.gov/depts/health/covid-19.aspx>

WA State DoH's Information on COVID-19:

<https://www.doh.wa.gov/emergencies/coronavirus>

Center for Disease Control's Information on COVID-19:

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>