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COVID-19 Response Plan

In order to keep our dancers and staff safe, APSD has developed the following COVID-19 response plan. Should APSD become aware of any potential cases, all families and staff will be notified as soon as possible. We will take the appropriate steps set forth by the Michigan Department of Health.

Employee Guidelines

- Staff and instructors will be screened every day by way of temperature and wellness interview.
- Instructors will wash or sanitize hands prior to and after every class.
- Instructors will maintain social distancing from dancers.
- Staff will wear a face covering when teaching and when in the lobby or common space.
- Staff will be trained on all procedures relevant to COVID-safety. (i.e., disinfecting, taking temperatures, etc.)

General

- Class sizes will be reduced so that dancers can be spaced at least 6 feet apart.
- Dancers may not arrive more than 10 minutes early for their class and must be picked up immediately following their last class.
- In studio classes will also be available via Zoom for dancers who are unable or uncomfortable returning. Zoom classes are the same day, time and cost as in studio classes.
- The drinking fountain, microwave and refrigerator will be unavailable for use. There is no food or eating in the studio. Since the water fountain will be disabled, it is advised that dancers bring a bottle of water to class.

Waiver

- All students must have an updated signed waiver on file before they can begin online or in person classes. This can be done via the APSD web portal.
- Any dancers or staff with health conditions that make them vulnerable to COVID-19 should not come to the dance studio. This is the parents' responsibility to check with their physician for the dancer.

Facility

- Parents will not be allowed to wait in the lobby. Until further notice, it will be drop off and pick up only. The exception will be dancers age 7 and under and Mommy and Me classes. These dancers may have one parent walk them into the studio.
- Instruction time will end five minutes early in order to begin disinfecting the space and to assist dancers out of the space. APSD staff will take dancers to the door to meet their parent outside.
- Seating will be removed from the lobby. Cubbies will be removed or blocked off. Dancers will bring personal items and bags in the classroom and place them in a marked spot. We ask that dancers limit personal items to only those necessary to take class.
- All shared supplies will be removed including kid table, coloring books, books, and crayons.

Classrooms

- Dancers need to come dressed for class.
- Dancers will place bags in a purple square box on the floor if classes are held in studio B or C. Dancers with class in studio A will place bags in the back dressing room. Dancers with class in studio D will place bags on the carpet. The box is approximately 20"x16". We ask that you bring a minimum amount of personal items.
- Hand sanitizer will be required upon entry and exit of the classroom.
- Dancers will be subject to temperature checks upon arrival. If a dancer has a temperature above 99.5 degrees, they will be excused from class and will need to schedule a make-up class.
- Dancers will have an assigned spot at the barre and in the center of the room. We will still rotate lines.
- Places at the barre will be marked with tape. Places in the center will be marked at least 6 feet apart and will have a circle for dancers to stand on.
- Barres will be disinfected after every class that they are in use.
- We will ask dancers to space 6 feet apart when doing progressions across the floor or from the corner.
- When suitable, exterior doors to the studios will be open to allow extra air ventilation.
- Dancers enrolled in any class with floor work must bring their own mats. These classes include jazz, contemporary, lyrical, strength and stretch, pre pointe, hip hop etc. Dancers enrolled in pre-pointe must purchase a pre-pointe kit. There will be no shared equipment.
- Class work and/or choreography will be altered so as not to involve physical contact of any of the students. Partnering class will be ballet technique until it is deemed safe to partner.
- Any classroom props will be wiped down before and after use.
- Students are to abide by studio dress code at all times regardless of if the class is in studio or via Zoom. Students that are not properly dressed will be dismissed from class. If a student does not have the CCA class uniform from a previous season, it is not necessary to purchase the uniforms for Session I. We ask that any dancer enrolled in a CCA class wear a solid black leotard with pink tights for girls and a white t-shirt with black tights for boys. Class uniforms and dress codes can be found on the studio website.

Outdoor Classes

- APSD has a safe and private parking lot in the rear of both buildings. There is no traffic and ample space. We are considering running classes outdoors to further allow us to spread out. This option will also be considered for select classes should we be unable meet in the studio.
- Dancers would attend outdoor class in tennis shoes and layered dance clothing.
- Dancers may need to bring a folding chair to act as a barre if we do not have a sufficient number of portable barres.
- Depending on the class, dancers will need a mat that can be used outdoors.

Front Desk/Payment

- The 8-week fall session tuition is due in full upon registration. Registration and payment will only be taken online via the APSD web portal.
- We are asking that all payments be made online via the APSD web portal. If you need to make other arrangements, please contact the studio at info@annparsleyschoolofdance.com.
- If you need to approach the front desk, you must wear a mask or face covering.
- Due to limited class sizes, any make-up classes will need to be scheduled with the front desk. Email the studio to see if the class you would like to take is available.

Masks/Face Coverings

- Office staff will wear a mask or face covering.
- Anyone entering or occupying the lobby must wear a mask or face covering.
- Instructors will wear a mask or face covering at all times.
- Dancer masks/face coverings in the classroom are required for all dancers at this time. As state regulations change, we will adjust our policy.
- If dancers have a class outside, they may choose if they would like to wear a mask or face covering. Instructors will wear one indoors and outdoors.

Cleaning

- Floors will be cleaned and disinfected daily. We will disinfect the floor in between classes for any class that has floorwork-Jazz, Lyrical, Strength and Stretch, Pre-Pointe, etc. Barres will be cleaned after every class.
- Bathrooms will be wiped down and disinfected several times a day.
- All surfaces including countertops, stereos, teacher stations, doorknobs and light switches will be disinfected several times a day.
- The studio will be thoroughly cleaned and disinfected each night.

Illness

- Dancers should avoid touching face and should sneeze or cough into arm or elbow.
- Dancers and staff must STAY HOME if they have any symptoms of COVID-19.
- We will have a zero-tolerance policy for any illness. Dancers will be sent home if they have any signs of illness including running noses, coughing, congestion, sore throat, etc.
- Dancers must notify the studio if tested positive for COVID-19.
- COVID-19 Symptoms include: fever, cough, shortness of breath, diarrhea, sore throat/congestion, headache, chills, muscle and joint pain, nausea or vomiting and loss of taste/ smell, among other symptoms.
- Should APSD become aware of any potential cases, all families and staff will be notified as soon as possible. We will take the appropriate steps set forth by the Michigan Department of Health.

Shut Down

- Our hope is to be able to offer in studio classes. Should we be unable to meet in person, either indoor or out, at any point in the session due to COVID-19, all classes will move to Zoom. **There will be no refunds of tuition.** Pointe classes can be done on pointe if dancer has a vinyl square at home or it can be done in flat shoes. Some classes will need to be modified to focus on strengthening and stretching. Tap classes can purchase a tap board or piece of plywood or can dance in soft slippers.

COVID Questionnaire

If your dancer answers yes to any of the following questions, we ask that you stay home. In the past 48 hours, have you experienced any of the following symptoms?

- A new fever (100.3 F or higher) or a sense of having a fever?
- A new cough, shortness of breath, sore throat, muscle aches, respiratory symptoms, chills, loss of taste or smell or any other symptom that you cannot attribute to another health condition?
- Have you had close contact in the last 14 days with an individual diagnosed with COVID-19?
- Have you had a COVID-19 test and are currently awaiting results?