

**Please remember our situation is temporary.**

**While we have restrictions and procedures to follow, we would appreciate co-operation with the following:**

### **NUMBER RESTRICTIONS AT VENUES**

Most venue restrictions come from social distancing rules vs space available, but Lincoln and Ladbrooks are only permitting groups of 10 in each room. For these reasons **it is imperative that you let us know if you are intending to resume classes.**

### **PLEASE STAY AWAY FROM CLASSES AND STUDIOS IF UNWELL**

- Any student showing symptoms of being unwell will not be permitted into class
- If a child becomes visibly unwell during class, we will contact the primary caregiver listed on your enrolment form.  
NB: If you have not recently updated your contact details with us please do so before your child's first class
- All children feeling unwell during class will be asked to sit at the back of the studio until collected

### **DANCERS ONLY WILL BE PERMITTED TO ENTER THE DANCE STUDIOS.**

- **Due to number restrictions our facilities cannot accommodate caregivers or family members at this time**
- A caregiver may escort their child up to the facility and collect them from that place after class
- Any student who is unable to enter the building / dance room and change into their dance shoes on their own, should not resume class yet but rather wait until we are able to allow more people to enter the building.
- We hope that the children will be more comfortable with this after having a week at school with similar procedures.

### **COME READY FOR CLASS**

- The less 'changing' at the studios the better. Students need to wear dance clothes under street clothes so they do not need to get fully changed at the venues ( unless coming from school and they are unable to go home first) or change in the car.
- We ask that hair please be done before entering the venues please.
- If anyone needs to change at studio, as coming from school, prior notification would be appreciated to make ensure we have spaces big enough for this.
- Please go to the toilet before coming to the venues to help minimise bathroom usage.
- Please wash hands before coming to the studio. Use hand sanitiser once in the dance studio

### **STUDENTS MUST TAKE HOME EVERYTHING THEY BRING TO THE STUDIO**

- We would greatly appreciate having no lost property please. Students need to be accountable for their own possessions. If layers are removed in class, they are to be put straight into student's own bags.

### **CHECKLIST FOR ALL STUDENTS**

#### **PLEASE BRING THE FOLLOWING TO CLASS**

- Dance bag with what you need for the class you are attending

**As well as:**

- Hand towel for drying hand
- Small packet of tissues
- Full drink bottle – water only
- Hand sanitiser
- Band-aids
- Panadol if required

- Personal hygiene products if required

**You may also need the following as these will not be supplied in class**

- Yoga mat for stretch classes
- Knees pads
- Hand held props used for dances or an exercise

**If you do Barre work or floor work in class you can bring the following for increased hygiene purposes**

- **For Barre work:** Another hand towel / cloth to cover to place under hand at the barre or light weight gloves
- **For Floor work:** Light weight gloves

**PLEASE DO NOT BRING**

- Large bags / any unnecessary items. Please just bring what you need for your class on the day you are attending.
- Sicker books and note books
- Food unless having attending multiple classes. **Students attending one class** do not need to bring food. **If attending multiple classes on one day** - Snack type food only not meals. Students must take their own rubbish home.

**STUDENTS / CAREGIVERS WILL NOT BE ABLE TO USE THE FOLLOWING**

- **Kitchen facilities** including kitchen benches, taps, utensils, cups / glasses, fridges or microwaves
- **Studio props and equipment** such as knee pads, yoga mats or props for dances. This includes scarves and wands and other hand held items used in class. We ask that if students are wishing to use these items while restrictions are in place that they purchase and bring their own. We will let you know if anything is required during this time.
- **Dressing rooms or waiting rooms cannot be used for social purposes.** These areas will be designated for purpose use only.

**ARRIVAL**

- Students need to arrive with their dance uniform under street clothes – do not change out of street clothes until inside the dance room - street clothes and shoes to be put in student's own dance bag during class  
**NB:** Dance shoes must not be worn outside. Please wear street shoes over the top or change once in dance room
- Hair done before arrival please. No sharing of hair care
- **As mentioned above due to number restrictions our facilities cannot accommodate caregivers or family members**
- A caregiver may escort their young child up driveways and collect them from that place after class
- Older students need to arrive unescorted please
- Weather and Light permitting please wait outside for your teacher to come out and collect you.
- **Please wait away from the entrance and exits** to the buildings to allow for students exiting buildings to do so single file and without obstruction.
- Social distancing should be adhered to at all times before class
- Only staff cars to come the Papanui Studio driveway until after 5.30 please.
- Please look for signage on arrival which will instruct students which entrance / exit they will be using and where their waiting areas are.

## CONTRACT TRACING AND SIGN IN

- If anyone, other than dancers and teachers, enters the buildings they are required by law to sign in. Please make sure you have your own pen.
- Entry by non-dancers into the building should only be in the case of an emergency or to use the toilet. We do not have space under the distancing rules to accommodate parents and family members so please try to avoid having to come inside at this time.
- Class rolls will be kept for records
- Students and teachers do not need to sign in – the rolls will be the contract tracing.

## WAITING AREAS

- It is preferred that students wait outside for their class but in the case of bad weather or lack of daylight, students may wait inside, in designated areas before class, as long as social distancing is adhered to.
- We ask that students **do not enter these areas more than 5 minutes before class**.
- Any students attending multiple classes on one day may use the designated waiting area between classes where possible but must adhere to social distancing rules at all times. Please let us know if your child will be waiting between classes.
- Students with more than a one hour wait may need to leave and return.
- We will provide **designated changing areas** for those who cannot get ready at home. Please let us know in advance if this applies to your child.
- We must use common sense at all times.
- 2 metre social distancing where possible. When this is not possible the “Daylight” rule must apply and there should be daylight visible between students at all times.
- Please remind your child to not touch anything that doesn’t belong to them while they are in the waiting areas

## CHANGING AREAS

- Students will change out of street clothes once in their class room and street clothes and shoes are to be put into dance bags
- As above - If any student is arriving straight from school they may change in the designated area. Please let us know in advance

## ENTRY INTO DANCEROOM

- Your teacher will let you know when you can enter the dancerooms.
- Signage will up to let you know where entry and exit points are
- Only dancers and staff will be permitted to enter these areas
- Separate entry to exit will be used where possible.

## AFTER CLASS

- Classes will finish a little early to allow dancers time to put their street clothes and shoes on to exit the dancerooms.
- Caregivers please arrive at least 5 minutes early to pick your children up to ensure no one is waiting after class to be collected.
- If a caregiver is delayed the child, depending on age, time of day and weather, will be asked to wait either outside the exit door or in the waiting area. Older students may wait closer to the driveway exit but we would prefer no one wait on the street.
- High use surfaces will be cleaned after classes in preparation for the next group of students.

