Aledo Academy of Ballet
COVID Procedures 2020
Sign & Return Pages

Payment:
There will be two options for payment of tuition, Full Year or Monthly Tuition. Monthly Payment will be auto drafted on the first of the month. Full Year will be due in two installments, one at time of registration and one prior to January 1, 2021. Reminder there are **no** refunds after payment is processed.

Auto-pay will be drafted on the 1st of the month. All changes in student's schedule need to be relayed via email to Aledo Academy of Ballet **10 days prior to the 1st of the month**. If you are dropping a class and have not relayed this information within 10 days prior to the 1st of the month, then payment will be drafted for the upcoming month. There will be no refunds given and there will be a $10 processing fee for any payments that are unable to be processed by the DSP System.

Class Size and Safety Protocols:
- For the foreseeable future classes will be reduced to 12 to 15 students plus instructors based on State safety guidelines.
- All students will maintain social distance in the studio.
- **All Students and Instructors are required to wear a mask.**
    - **PreBallet** classes are the exception. Masks are **not** required in PreBallet Level, but your student may wear one if you feel it is necessary.
    - Masks may be removed once the student is at their barre spot and socially distanced from the other dancers in the class. Masks will be required to be put back on during class when maintaining social distance is not possible. Masks are required when dancers are in the lobby area.
- Only dancers may enter the building. Lobby area is **not** available to parents or siblings at this time. Parents of children 8 or younger are required to walk their student to the front door and wait until the student's temperature has been taken. A teacher will meet you at the front door, please **do not** just send your student into the building.
    - Exception: First time students are allowed to have **one adult** guest accompany them inside at drop-off, but must leave once student is ready for class.
- Temperatures will be taken upon entry for students and faculty. *Temperature over 99.9 will be sent home.*
- Please **do not** bring student(s) if they are feeling sick. (Refer to symptom checks below)
- All dancers need to arrive in ballet clothes and shoes with slip on sandal or slippers over their ballet shoes. The bathroom is reserved for emergency bathroom use only and may not be used for changing. Please put slip-on-sandals or slippers over ballet shoes to walk up to the studio, this will allow for quick change and will save the ballet shoes as they are **not** to be worn outside of the studio.
- Bring **labeled and filled** water bottles or $1 to purchase a water at the studio.
- Hair must be in a bun upon entering the studio as no unnecessary contact will be made between teacher and student. **No ponytails please, and bangs must be pinned back.**
- Surface cleaning will happen after each class. Teachers will wipe down frequently used surfaces with approved disinfectant and sanitizing products.
- Please send all students level Beginning Ballet through Ballet 3 with a towel, so when we do floor exercises or sit on the floor, they will have something between them and the floor.

Absences and Make Ups:
Please contact the studio if your child is going to be absent. Email aledoacademyofballet@gmail.com. Due to class size restrictions, make up classes are not available at this time in classes that are at capacity.

Drop off Procedures:
- Please arrive **no more** than five minutes before your child's class starts so we can safely take every dancer's temperature and get them in the building ready for class.
- If you are going to arrive late, please text (469) 667-4312 once you have arrived so someone can meet you at the door. No student is allowed in the front door until their temperature has been taken.
- Please walk your dancer to the door and someone will meet you to take their temperature. Please **do not** just send your student(s) into the building, someone will meet you at the front door.
- Students will **not** be allowed to enter the studio if they are not wearing a mask.

    - **PreBallet** classes are the exception. Masks are **not** required in PreBallet Level, but your student may wear one if you feel it is necessary.
- Parents will **not** be allowed into the studio. You may wait in your cars or in the parking area. Dropping off then leaving once temperature is taken is perfectly acceptable as well, please return on time for pick-up.
    - Exception: First time students are allowed to have **one adult** guest accompany them inside at drop-off, but must leave once student is ready for class.
- Students should be dressed in leotard, tights, and ballet shoes with either sandals or slippers covering their ballet shoes, with a beach towel and a water bottle in hand. Students need to leave all other belongings at home, including ballet bags, jewelry, and toys.

Pick up Protocol:

- Please line up to the side of the front door maintaining social distance. When class is over a teacher will bring the students out to you. No student under the age of 9 is allowed to walk out of the studio without a parent waiting at the front door.
- Please pick up on time as we are restricted to only having a certain number of people in the building.

Lobby Area:

The lobby area is **not** available at this time. Parents, siblings, and guests must remain outside of the studio until further notice.

If you can answer "Yes" to any of the following, you should NOT enter the building:

- A temperature of 99.9 degrees or above
- Signs or symptoms of COVID-19 (fever, cough, shortness of breath, difficulty breathing, chills, repeated shaking with chills, joint or muscle pain, headache, sore throat, new loss of taste or smell)
- In the past 24 hours, has the parent or student entering the building taken medication to reduce a fever?
- In the previous 14 days, have you had contact with someone who has a confirmed or suspected diagnosis of COVID-19?
- In the previous 14 days, have you travelled outside of the United States or to areas within the United States with widespread transmission?

Sick Protocol:

- Any person who has a temperature this is over 99.9 will be asked to leave and may return only when they are fever free for 24 hours without the use of medication.
- Any student or faculty who contracts COVID-19 must immediately notify the studio, and they can only return when they can provide AAB with paperwork showing a negative test result or a doctor's permission to return to school/work.
- Any student or faculty who has been in contact with someone who contracted COVID-19 must immediately notify the studio. They may only return after being quarantined at home for one week and if they are not displaying any symptoms.

Covid Direct Exposure Protocol:

- If a student is directly exposed to Covid, they must wait 5 days then get tested. If their test is negative, they may return to the studio with the negative test result. If the student tests positive they must self-quarantine for 14 days and may return to dance once they have a negative test result or a doctor's permission to return to school/work.
- If a student is going to be absent from their ballet class because of Covid quarantine, they will be sent a Zoom link that they can log on to during their class time to participate in ballet class at home. This way the student will not miss any content from class and will have the ability to have some form of normalcy during their quarantine.

Please refer to Student Handbook for all other policies and procedures, these procedures will stay in place until CDC Guidelines change due to COVID.