

Central Pennsylvania Youth Ballet Health and Safety Guidelines

In keeping with our vision of Changing Lives Through Dance, CPYB is dedicated to the health and safety of all of our students, families, faculty, and staff. Under the guidance of medical professionals, and in compliance with the guidelines and mandates laid out by the Centers for Disease Control and Prevention and the government of Pennsylvania, we have taken measures to create a phased plan toward reintroduction to studio life and eventual full opening of the school. It is of utmost importance that we take an incremental approach to the number of people allowed in the building at a time. Making too big a move initially would likely result in prolonged setbacks as can be seen across the country. We are actively monitoring the information that is continually coming out about the novel coronavirus to ensure that we stay fully compliant with all local and Federal mandates and guidelines.

CPYB faculty and staff have been trained to understand the importance of following the protocols set in place. These protocols are designed to keep everyone healthy and safe in order that we may continue what we all love doing.

This is a living document. The guidelines set herein can and will continue to evolve as more is learned about the spread, containment, and mitigation of this disease. These guidelines pertain to everyone who enters CPYB without exception. Only by working together can we keep each other safe and keep the school open. These times offer us a unique opportunity to test who we are and have always been at CPYB - a family. Together we will not only “get through this,” but we will to grow beyond and be stronger on the other side.

School Operational Standards

- ❖ Students' class schedules will be staggered. All students will be given an **ASSIGNED TIMED ENTRY** to the building. Students will not be allowed into the building until their timed entry period starts and may not arrive later than 10 minutes before their class begins. **Please see pickup and drop off protocols for more information on this topic. Your child's specific time will be sent out separately.*
- ❖ Students will be required to arrive wearing proper dress code and will not be permitted to change in the bathrooms.
- ❖ Markings will be placed at least six feet apart on the ramp at the building entrance, with signs directing to use the markings to maintain distance while waiting to be admitted during students' timed entry period.
- ❖ Facial covering will be required to be worn by everyone in the parking lot, when entering the building, and while inside the property. Cover your mouth and nose with mask and make sure there are no gaps between your face and mask. Students will need to bring an extra mask with them to class to use in the event their mask gets contaminated due to moisture from perspiration, saliva, etc. All facial coverings need to be washed daily. We are adhering to the PA Department of Education's guidelines for mask wearing which states: *"Children two years and older are required to wear a face covering unless they have a medical or mental health condition or disability, documented in accordance with Section 504 of the Rehabilitation Act or IDEA, that precludes the wearing of a face covering in school. Accommodations for such students should be made in partnership with the student's health care provider, school nurse, and IEP/504 team."*
- ❖ Hand disinfecting and hand washing will be part of the daily school routine. Anyone entering the building will be required to sanitize their hands upon entering the facility.
- ❖ Temperature checks will be conducted prior to the student's entry into the building.
- ❖ Students will be required to go directly to their studio upon admittance to the building. Students will place their street shoes and personal belongings outside the studio. Only items needed for class: shoes, water bottle, etc. should be brought to their barre spot in the studio.
- ❖ Common areas inside the building will not be used. With the exception of using the bathroom, the lobby and student lounge will be off limits to all students. Only one person will be allowed in the bathroom at a time. Markings will be placed on the floor outside the bathrooms a minimum of six feet apart to help students and staff maintain distance.
- ❖ All students will be asked to follow building entry rules, including measures such as touch-free temperature taking and as well as foot traffic/ingress/egress patterns within the building.
- ❖ Prior to arrival, parents must complete the PA Department of Health screening tool found below.
- ❖ Parents/Guardians must arrive for student pick-up on time. All students will be required to leave as soon as class ends. **Please see pickup and drop off protocols for more information on this topic.*
- ❖ Parents/Guardians will not be allowed into the building except by appointment only. The school office will offer alternative methods for visitation (e.g. Video conferencing.)
- ❖ The Government of PA recommends that students who have traveled, or plan to travel to an area where there are high amounts of COVID-19 cases stay at home for 14 days upon return to PA. If you travel to/from the following states, it is recommended that you quarantine for 14 days upon return: Alabama, Arkansas, California, Florida, Georgia, Idaho, Kansas, Louisiana, Mississippi, Missouri, Nevada, North Dakota, Oklahoma, South Carolina, Tennessee, Texas

Protocols for common spaces

Maximum allowable occupancy loads in all areas have been modified to ensure that proper social distancing can be achieved throughout the building. We have calculated allowable zones for interaction based on the six to ten foot distancing criteria and determined maximum occupancy for all areas.

- ❖ Restrooms will be cleaned at least every two hours.
- ❖ The use of common water fountains will be eliminated. Water bottles **MUST** be marked with the student's name.
- ❖ Students will not be allowed to use the Pilates equipment in studio one.

Safety measures established inside the studios

- ❖ Each barre will be marked with a distance of at least 8 feet between students.
- ❖ Each dancer's center work area will be designated by tape at least 8 x 10 feet apart.
- ❖ For in person instruction, an area will be designated for the instructor's position to keep distance from the students.
- ❖ No activities will be allowed that require direct or indirect contact including partnering, tactile cueing (hands on corrections), direct floor work, or touching the same equipment.
- ❖ Dancers should maintain at least six feet distance apart standing side by side in one line and allow each group to complete the combination to the end of the room before the next group starts.
- ❖ There will be no changing of studios throughout the day for students. Studios will be cleaned and disinfected when the designated student or group of students for each studio has finished their classes before another student or group will be admitted into the same studio.

Cleaning & Sanitation Protocol

- ❖ All equipment and meeting amenities will be disinfected before and after each use including barres, pianos, and stereo equipment.
- ❖ CDC guidelines will be used to clean and disinfect all public spaces including but not limited to front desk, offices spaces, door handles, public bathrooms, handrails, and seating areas.

Drop off and pickup Protocols

- ❖ Parents/Guardians and everyone in their car who is not a student taking class must remain in the car during pickups and drop-offs.
- ❖ Parent/Guardians must park in a CPYB parking spot if they have arrived early for a student's timed entry (students may not be dropped off early) and when they are picking up their student. No line forming or idling in the lane in front of the entrance will be allowed during pickups. Due to the staggered schedule, there should be sufficient parking spaces available.
- ❖ Parents may not leave until they know their student has been approved for admittance.
- ❖ Parents/Guardians must arrive for student pick-up on time. All students will be required to leave as soon as class ends.

Required protocols if a student has signs or symptoms of COVID-19

- ❖ Students and staff must stay home if they are sick (e.g., experiencing symptoms of COVID-19 [fever, cough, or shortness of breath] A student, who is exhibiting either fever or symptoms of COVID-19 while at the property MUST immediately notify the school office. Students are encouraged to follow the CDC's guidance on what to do if you are sick or if someone in your house is sick.
- ❖ Students who appear to have acute respiratory illness symptoms (e.g., cough, shortness of breath) upon arrival to the building or who exhibit these symptoms during the day will be separated from other students and will be sent home immediately. Students also may be isolated and sent home (or for appropriate medical care) if suspected of having direct exposure to COVID-19.
- ❖ Students experiencing symptoms that could potentially be associated with COVID-19 will be required to stay home for 14 days after the onset of symptoms to avoid placing other students and staff at risk.
- ❖ Other people at the facility with close contact to this person during this time should be considered exposed. Information on persons who had contact with the ill student during the time the student had symptoms and 2 days prior to symptoms should be compiled. Those with close contact within 6 feet of the student during this time would be considered exposed, should stay home for 14 days, and self-monitor for symptoms.
- ❖ Students who are well but who have a sick family member at home with COVID-19 should notify the school office and follow CDC recommended precautions.
- ❖ If a student or staff member has had COVID-19, they will need a clearance note from a doctor to return to the studios
- ❖ CPYB will strive to take appropriate measures to clean and disinfect the location where the infected person was and any other impacted spaces, in accordance with CDC recommended protocols.
- ❖ If a student has been placed under quarantine by their academic school due to possible exposure to COVID-19 or the student's school has closed due to an outbreak of COVID-19, the student's family must contact CPYB immediately. The student will need to quarantine for 14 days and present a doctor's note before returning to classes at the warehouse.

Confidentiality

CPYB will respect the privacy and confidentiality of any student who reports an illness. Please be aware that due to the seriousness of exposure to the novel coronavirus/COVID-19, CPYB may need to inform others who came in close proximity to an infected student, without identifying the student by name. CPYB also may be required to notify governmental authorities, including the public health department, the CDC.

Compliance with Safety Protocols

Students who fail to comply with the safety protocols or who engage in conduct that threatens the health or safety of their fellow students or our members will be asked to leave the program.

Hygiene and Prevention

- ❖ Wash your hands often with soap and water for at least 20 seconds. Students should review posters and visit the CDC's clean hands webpage for more information.
- ❖ If soap and water are not available, use an alcohol-based hand sanitizer that contains 60- 95% alcohol to disinfect your hands. Soap and water should be used if hands are visibly soiled.
- ❖ Cover your nose and mouth with a tissue when you cough or sneeze (or use the (inside of your elbow if no tissue is available). Immediately throw out the used tissue and then wash your hands with soap and water or an alcohol-based hand sanitizer. Learn more about coughing and sneezing etiquette on the CDC website
- ❖ Do not touch your face, eyes, nose, and mouth, especially with unwashed hands.
- ❖ Properly store and, when necessary, discard PPE.
- ❖ Do not shake the hands of other students. We encourage the use of other noncontact methods of greeting others.

Modification

CPYB reserves the right to modify the terms of this document if necessary, for business needs, because of medical developments, to comply with applicable law, or because of changes in the information available regarding the control and treatment of COVID-19.

Questions or Concerns

We are all responsible for our safe workplace and we appreciate the cooperation of all our students and parents to help prevent the spread of COVID-19. We will continue to closely monitor the situation and provide updates as needed. Any parent or guardian who have questions concerning these new safety procedures and policies, or have concerns regarding workplace safety, should contact the school office at 717-601-2840 or email us at <info@cpyb.org>

PA Department of Health School Symptom Screening Tool

Complete Daily Prior to School/Work*

Temperature:

Are you/is the student taking any medication to treat or reduce a fever such as Ibuprofen (i.e. Advil, Motrin) or Acetaminophen (Tylenol)?

Are you/is the student experiencing any of the following?

Group A 1 or more symptoms	Group B 2 or more symptoms
Cough Shortness of breath Difficulty breathing New olfactory disorder New taste disorder	Fever (measured or subjective) Chills Rigors Myalgia Headache Sore throat Nausea or vomiting Diarrhea Fatigue Congestion or runny nose

Stay home if, you or the student:

- Have one or more symptoms in Group A **OR**
- Have two or more symptoms in Group B **OR**
- Are taking fever reducing medication.

Resources:

Center for Disease Control and Prevention: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

PA Government: <https://www.pa.gov/guides/responding-to-covid-19/>

Face Mask FAQ, John Hopkins University: <https://www.hopkinsmedicine.org/health/conditions-and-diseases/coronavirus/coronavirus-face-masks-what-you-need-to-know>

PA Department of Education/Department of Health information:
<https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/PublicHealthGuidance/Pages/default.aspx>

Department of Education mask information:
<https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx>