



2020 - 2021 IBA

Semester II

Covid-19 Response

Staying Safe Policies Packet

*(Updated 2/1/21)*

*All faculty, guests & students are encouraged to review & be aware of all updates to the official Washington State Department of Health guidelines with regard to the 2020 Covid-19 pandemic: <https://www.doh.wa.gov>.*

*All faculty, guests & students are also encouraged to be aware of all of the latest information and proclamations with regard to Washington State Safe Start procedures found at: <https://www.governor.wa.gov>.*



## **Statement of Compliance & Cooperation for IBA SAFE START**

We are very happy to see our dancers growing and getting stronger as they work in person with their instructors again at IBA. We are also thankful for all of the support for the efforts we have made to slow the spread of Covid-19 in our community and protect all of our families. International Ballet Academy has implemented health and operational procedures intended to mitigate risk and ensure the safety of all students, guests and faculty. Here are some important points for all families, guests and dancers to keep in mind for our 2020-2021 second semester at IBA:

- **No dancer, staff or family member will be exempt from these policies, nor should these procedures and policies be interpreted in any way as somehow prejudicial or discriminatory toward any individual, family or group. Exceptions shall only be made per Washington State Safe Start guidelines. All questions and procedures/policies are intended for the purpose of responsibly working to minimize exposure of IBA staff members and clientele to the Covid-19 virus.**
- **IBA staff will review together various individual circumstances and situations suspected to possibly pose a risk to others. We will always work in the most sensitive and confidential way possible with regard to this matter; but as a private business we reserve the right to make any determinations necessary in the best interests of our staff, dancers and family members. IBA also reserves the right to refuse entry to any individual who is out of compliance with these stated policies & procedures.**
- **IBA Faculty and Administration encourages all families and dancers to make the own determination to enter the facility and the dance classroom based on their own personal level of comfort. Those who are not yet comfortable with in studio study are encouraged to use our online options to continue their training.**
- **Please note that the priority of each instructor must first and foremost be the instruction of our clients who are here with us in person. We will do the very best we can to teach to both online and in person dancers; however, there are some obvious difficulties that can occur in such cases. This may be more noticeable when our in person students begin to prepare for their end of year performances. Due to obvious logistical reasons, online only dancers will not be able to participate in the end of year performances. We recognize that online study is not ideal and will create some challenges; therefore, IBA has offered the online only dancers a reduced tuition rate.**
- **Families and dancers who attend in person lessons at IBA agree to the procedures laid out in this handbook and have indicated so by initialing and signing both the registration form and the Covid-19 Safe Start Policy Compliance form indicating their ongoing acceptance of our Covid-19 procedures.**

## **“IBA Staying Safe Policies & Procedures”**

*Guidelines and the status of the 2020-2021 Season may change contingent upon environmental factors and subsequent governmental directives. For more information regarding health and safety procedures, we encourage students and families to first review the above guidelines in detail that we have specified.*

- 1) WAIVERS & AGREEMENTS:** IBA will require an original, fully INITIALED, SIGNED and DATED 2020-2021 Season registration form prior to your dancer taking part in lessons at IBA. In addition to this, IBA will also require an original, signed and dated *Statement of Compliance & Cooperation for IBA SAFE START*.
- 2) CURRICULUM & EQUIPMENT MODIFICATION:** The IBA faculty may modify instruction to limit and/or eliminate the practice of instructors providing corrections with physical touching. Faculty will also eliminate the use of common props, tools, yoga mats, and equipment in all studios where necessary. Students should provide their own freshly sanitized mat for their Stretch & Floor Barre classes where appropriate.
- 3) ENHANCED STUDIO CLEANING & SANITATION PROCEDURES:** All studios will be frequently disinfected including door handles, railings, bathrooms, barres and floors. Throughout the day, the class schedule will include time between classes for studios to be freshly disinfected. IBA will use safe, but effective disinfectants/sanitizers, especially those effective against COVID-19, per the approved list at [EPA.gov](https://www.epa.gov).
- 4) MANDATORY STUDENT & INDIVIDUAL SANITATION MEASURES:** IBA will supply hand sanitization at each studio entry and throughout the facility, strongly encouraging students to use hand sanitization prior to entering and departing the studio. All staff, dancers and guests are asked to avoid touching their eyes, nose, mouth and face at all times. Dancers are asked to freshly clean/sanitize and disinfect all of their dancewear, dance bag, water bottles, and other supplies before returning back to IBA each day. Dancers agree to cleaning their barre area after each class to help mitigate the spread of any viruses or other germs at IBA.
- 5) REGISTRATION & PAYMENTS:** Families are still encouraged to discuss registration issues with front desk staff by phone and email, as well as make all payments by phone to reduce the flow of traffic throughout our facility and the possibility of contact transmission of Covid-19. Families are strongly encouraged to register for our monthly auto payment option in order to reduce person to person contact where possible.
- 6) CAPACITY FOR GUESTS/DANCERS:** To ensure proper social distancing as required by governmental directives, we will continue to maintain a lower than usual number of dancers per class. Though class size is not as limited as it was in September, IBA will still limit class size as necessary.
- 7) VISITING FAMILY, FRIENDS, GUESTS:** *Parents and siblings are still asked not to attempt to enter the building with their dancer.* We, of course, are happy to accommodate you in the event you need to enter the facility. However, we do appreciate your assistance with the prevention of any unnecessary entries.
- 8) MOVEMENT WITHIN AND AROUND IBA:** All students and guests are still asked to please maintain social distance at all times, adhering to signs, markers and the instruction/direction by staff members at all times. Class start & stop times (private and group) will still be staggered as much as possible to allow time for cleaning ballet barres and to clear common areas prior to the entry of more dancers/guests

## 9) ARRIVAL & DEPARTURE:

- Students should continue to not arrive more than 15 minutes ahead of their class time. It is very important that we adhere to this policy as we must strictly monitor who is in the building at all times and give space for groups to clear out prior to bringing new groups into the building.
- IBA does not encourage that any dancer should be left without parental supervision until they are safely able to enter the building. We request that parents stay on the premises until their child is safely inside the building.
- Dancers are required to arrive daily dressed in their proper dancewear. (Cover-up clothing is required while outside of the facility.) *Bathrooms and dressing rooms will not be available for dancers to use as dressing areas for class.* We ask that dancers continue to limit the size of their dance bag daily. This bag will remain with them at all times and should be no larger than a standard sized plastic grocery bag. Professional Division & Pre-Professional Division A dancers are now allowed to store their belongings in their dressing room cubbies, using their dressing room under strict guidelines per the Director.
- Our front door is no longer staying locked and dancers are no longer required to wait for permission to enter. Now that we have established a pattern, dancers have become accustomed to the procedures and know that they may enter as they arrive as long as they are doing so one at a time. Entering and exiting should continue to be one at a time while allowing proper social distance. *(We still encourage all dancers to hand sanitize as they enter and exit the facility due to the touching of common areas such as the door handles.)*
- Now that the weather is cold, dancers are not required to leave the building until their ride has arrived. That being said, all dancers need to wait at a marked station to maintain social distance until their ride arrives for them.
- Due to necessity, we may be sending dancers to designated wait zones before or after class to maintain social distancing while we manage drop off and pick up. This will be especially necessary on Saturdays as we accommodate our children's program.
- We still request that you do not be late to retrieve your dancer after their class. Prompt pick up helps us to monitor and be careful about the number of people in the lobby and common areas.

**10) FACE COVERINGS:** Dancers, staff & guests are required to wear a face covering at all times while in and around the building. The only exception to this is when a staff member is working alone in their personal office space or if the guests/staff are outside and able to maintain social distance guidelines per the state of Washington. Dancers, family members and guests should provide their own, clean and properly sanitized face covers daily.

**11) FOOD THROUGHOUT BUILDING:** Students and guests are still asked to refrain from eating in our facility during the duration of their stay each day. Dancers should properly "fuel up" prior to attendance, as we will not be encouraging any eating in the common areas. Professional Division Dancers are allowed to eat in the building and use the kitchen facilities during our second semester due to the long hours they are here with us each day. These dancers are expected to sanitize behind themselves as they use the kitchen area.

**12) WATER:** Dancers will need to bring their own water in a clean water bottle that is sanitized daily for each of their class sessions. This will remain with them at all times. IBA will offer water bottles at the front desk for \$1 each. No shared water coolers or water fountains will be available to dancers.

**13) RESPONSIBILITY OF SELF-ASSESSMENT:** Dancers and each of their family members are still asked to **SELF ASSESS each day** prior to leaving their home to join us at the International Ballet Academy. Dancers and family members should follow the self-assessment questionnaire included in this Covid-19 Staying Safe Packet. IBA staff members will no longer be regularly checking temperatures upon entry into the facility.

**14) SYMPTOM PRESENTATION & TEMPERATURE:** Dancers & family members exhibiting any of the noted symptoms according to the Washington State Department of Health and/or who have experienced any fever of 99.5 or higher within the past 24 hours should not attend lessons in the studio at IBA

- 15) DISCLOSURE & COMMUNICATION:** Family members and dancers are committed to (and responsible to) communicate candidly, regularly and thoroughly with IBA administration regarding any changes to the health of their dancer as it could relate to Covid-19, or any possible exposure their dancer and family may have had to the Covid-19 virus through friends/family/co-workers in order to assist this agency to properly track and control the spread of this virus within our organization and community. By working together, we can continue training our dancers while protecting one another and our community.
- 16) TRAVEL HISTORY:** Students who have traveled out of the state of Washington will be asked to consider carefully their potential exposure during their travel time. If a dancer has had extensive exposure to non-family members for whom they cannot account for Covid-19 exposure risk, they are asked to consider at least a week of quarantine. IBA also appreciates in such circumstances if family members would also get a Covid-19 test prior to returning to class at IBA to keep us all safe.

**If you have additional questions, contact the IBA Office at 425.822.7694.**

**You may also email our Office Manager at [info@intballetacademy.org](mailto:info@intballetacademy.org)**

**You may text the front desk at the cell number: 919.356.5648**



## **Self-Assessment Questionnaire for DAILY PERSONAL USE**

***(Do not return this to IBA):***

Are you experiencing any of the following symptoms that are not simply related to seasonal allergies?

Fever (99.5 or higher?)	YES	or	NO
Severe cough	YES	or	NO
Shortness of breath	YES	or	NO
Sore throat	YES	or	NO
Running/Dripping nose	YES	or	NO
Body aches or chills	YES	or	NO

If you have answered YES to any of the above questions, please do not attempt to come to the IBA studios today until you can ensure that these symptoms are not related to the Covid-19 virus.

All dancers and staff, as well as all of their family members and/or roommates in their own homes are expected to SELF ASSESS daily prior to attendance again in any activities at the International Ballet Academy.