

## Class Procedures due to Covid-19 guidance

Check in Students - You are responsible for checking in your student via the Parent Portal. Scroll down to 'Attendance' here you can report an absentee or check in for your class. This is vitally important as it checks in with my class contact tracing, so that if anyone has symptoms or contracts the virus, I am able to alert everyone in their classes straight away. You can do this at any point during the day of your class.

Check in Adults - There is a NHS track and trace QR code on the front double door. This is only needed for Adults who enter the building.

There is a 5 minute gap in between classes to allow for change over. This is when you will need to arrive. No one will be allowed in the building until the 5 min change over. The only exception to this is if a student is unaccompanied and waiting for their next class (senior students). They must observe social distance and not approach the doors to the main hall. (This is at the discretion of the parent and not recommended. I cannot be responsible for the student until they enter the hall for their class)

There is a One Way system. Students will enter the building via the single door on the right and exit through the double doors at the front.

Students must arrive ready to dance. They may take off a coat and change shoes but their dance wear must be on underneath. The only exception to this is for those in the 3.30 class straight from school.

Parents must not enter the building, with the exception of parents for the under 5s. Parents of the under 5's must observe social distance rules when entering the building and you will need to wear a mask.

At the end of class I will bring the students to the door to be picked up and then allow the next students in.

Students may bring a named water bottle but must not leave it behind.

Please use your toilet at home but if needed, the toilet at the hall is available for use. To limit the areas in use, boys will use the female toilet.

If the student or anyone in the immediate family or school bubble have any symptoms, Do Not Attend.

If a student is coughing or sneezing excessively in class, they will need to be picked up immediately.

If a student has symptoms and is isolating or tests positive for Covid-19 please inform me immediately, so that I am able to notify the rest of the class.

Use hand sanitizer before entering and leaving the hall. Face coverings are not mandatory for students but they can wear on if they wish.

A mist of sanitiser will be fogged throughout the building. I have the label if you need to check the ingredients for allergies etc.

You attend class at your own risk. Safety measures have been put in place but I waive all responsibility of any possible infection. If you do not wish to take your own responsibility, please do not attend.

By attending the class, you agree to all the terms stated.