



## Physical Distancing Procedures and Policies

Last updated: 6/6/20

### Hello OCPAA Families!

As we finalize our “new norm” schedule for reopening on Monday, June 8th we would like to share with you our policies and procedures for physical distancing at the studio. This document outlines all the steps we are taking to keep our families and faculty safe. Additionally, please view the video below which summarizes the new procedures we are asking families and students to follow so we can all do our part to keep everyone healthy. Many of the procedures are directed towards our competition team dancers who spend a lot more time at the studio and therefore require additional safety measures. However, all of our recreational families will easily understand what applies to them from below. If you have any questions or concerns please do not hesitate to email us at [tammy.ocpaa@gmail.com](mailto:tammy.ocpaa@gmail.com).

**Schedule:** The schedule will be sent out prior to classes starting on Monday, June 8th. It will include information on how to register for classes. Please note that the Zoom schedule **WILL CHANGE** as of Monday, June 8th. However, **the Monday 9:00 am Ages 2-4 Dance Basics (Ballet/Tap/Jazz) with Miss Aimee will still have one final class on 6/8.**

**Instructional Video Link:** <https://youtu.be/rnp1tm4jl0w>

### Student Drop Off Procedures & Classroom Access

1. All student temperatures will be scanned by OCPAA staff in their vehicle at the front courtyard drop off area of the Serrano Center. We recommend arriving 5-10 minutes before your class to allow time for this.
  - a. The new schedule will allow 15-30 min between recreational classes to allow families to exit safely
2. Students ages 7 and up will be dropped off at the studio for classes. Parents/Guardians may remain in their vehicle.
3. Students ages 6 and under may be walked to their class by a parent/guardian. Face masks must be worn by all adults on the premises. Parents/guardians are then asked to return to their vehicle and can come back 5 minutes before class is over.
4. **Room Access:** since we are not allowing access to the main studio area (office and dressing room closed) please enter the rooms as follows:
  - a. Room 1: main studio doors
  - b. Room 2: side studio door on Nohl Ranch Road side
  - c. Rooms 3-10 have doors accessible from the outside area of the Serrano Center.

5. **What about bathroom breaks?** Make every effort to use the restroom prior to coming to the studio. Parents will not be permitted to assist their child inside of the main bathroom. Therefore, our classes for our youngest students will be placed in rooms with access to outside bathrooms when possible.
  - i. Room 1 uses stall 1 in bathroom (no parent assistance allowed)
  - ii. Room 2 uses stall 2 in bathroom (no parent assistance allowed)
  - iii. Room 3 uses Room 7 bathroom across from Room 3 and 4 (parents allowed)
  - iv. Room 4 uses Room 7 bathroom across from Room 3 and 4 (parents allowed)
  - v. Rooms 5-10 have their own bathrooms. Parents are not allowed inside.

#### **What are we asking you to do to keep everyone safe?**

1. **If students, parents or anyone in your household are exhibiting signs of illness or fever please do not come to class. Zoom will be available.**
2. No street shoes in the dance rooms or studio.
3. All **competition team** students are required to bring a basket to carry their personal items back and forth and to store the items during classes
  - a. Students must bring yoga mats for any floor exercises during warm up
  - b. Students must bring ballet barre covers (these will be sold at the studio)
  - c. Students must bring their own stretch blocks. There will be none provided at the studio.
  - d. Water bottles must be labeled and remain in their basket.
4. Masks required for all adults
5. No parents allowed in rooms at any time
6. Students will use hand sanitizer when they enter and exit the classroom
7. No tights will be required for **competition team** ballet classes, please wear all black.

#### **What are we doing to keep the studio clean?**

1. Our cleaning crew, Clone-A-Mom, will clean every day M-F with hospital grade cleaning supplies
2. Hand sanitizer and cleaning supplies in every room
3. Acro/Tumbling room (room 9) will have the mats professionally steam cleaned 2x a month
4. Industrial air purifiers installed throughout the studio rooms
5. Anything left in the studio at the end of the day will be disposed of
6. Dressing room will be closed
7. Floors will be taped showing recommended 6 ft distancing for students to stand on
8. Floors will be sprayed with disinfectant after each team/class is done for that day.
9. Ballet barres will be wiped down after each class with sanitizing wipes
10. Door handles and door will be wiped down after each class with sanitizing wipes
11. Check off list posted in each room with cleaning procedures after each class
12. All families must agree to updated liability waivers and procedure policies which will be on the parent portal. An email will go out with additional details.

#### **Staff**

1. Staff exhibiting signs of illness or fever will remain home
2. Staff will bring "studio shoes" for in the dance rooms
3. Temperature check of all staff before teaching

## Office

1. The office will remain closed at this time.
2. Please email [tammy.ocpaa@gmail.com](mailto:tammy.ocpaa@gmail.com) for questions on anything studio related.

## Classes - Competition Teams

1. Competition teams will no longer have combined classes. Classes will be limited to their specific team only where at all possible.
2. Students will remain in the same room, when at all possible, and the teachers will rotate.
  - a. This will reduce the amount of classes we can offer per team but your minimum class requirements will still be offered.
  - b. Students must remain in their assigned room or move to their next room for any breaks (no longer than 30-min). Staff will be present in the younger classes during all breaks.
3. Teachers with combined team classes will rotate every other week to each room. An assistant teacher will be in the room at all times when the assigned teacher is not in their room.
4. Classes will have zoom at the same time for those students who remain on the zoom schedule.
5. Parents must enroll in any optional classes on the portal. First come, first serve.
6. Rehearsals will be run for any group with dancers from the team - this means not all students will be present from the group if they are on a different team. In some cases students from other teams may merge for a rehearsal. This will only be the case for small groups or groups with 1-3 dancers from another team.
7. Acro/Tumbling classes will not have a zoom class option for safety
8. **TUITION:** Students choosing to remain on the zoom schedule ONLY will maintain their current zoom rate for June. All students enrolling for classes will be charged the full tuition rate with standard multi class discounts - your tuition paid June 1 will be applied. We have 4 remaining weeks of June and our tuition is based on 4 classes per month. Students taking a class at the studio may also take zoom classes that do not conflict with their in person class. Students on the zoom schedule only may not take classes at the studio.

## Classes - Recreational Students

1. We will have a **new** "at studio" schedule. **ZOOM SCHEDULE AND LOG INS WILL ALSO BE UPDATED.**
  - a. Parents must enroll their child if they wish to attend a class at the studio. There will be limited spots available for each at studio class and will be first come first serve via the parent portal for enrolling.
  - b. Each class will have a live zoom so students who remain on the zoom schedule can still participate as the schedule allows. We may require registration for each zoom class to control enrollment.
  - c. Some classes may only be via zoom at this time.
  - d. Further info on how to enroll and take classes from the new schedule will be sent with the new schedule.
2. **TUITION:** Students choosing to remain on the zoom schedule ONLY will maintain their current zoom rate for June. All students enrolling for classes will be charged the full tuition rate with standard multi class discounts - your tuition paid June 1 will be applied. We have 4 remaining weeks of June and our tuition is based on 4 classes per month. Students taking a class at the studio may also take zoom classes that do not conflict with their in person class. Students on the zoom schedule only may not take classes at the studio.