

# **Covid Operating Policies 2020 – Viva La Dance Ltd**

August 2020, ongoing review

We ask that you read and act on the following policy we have put together to keep everyone safe whilst dancing at our private and group lessons from September onwards. This is a policy very likely to be adapted to suit the current requirements and conditions so is subject to change. We will notify when changes are needed.

Above all, our aim is to keep us all as safe as possible to guard against the risks of covid-19 and be able to enjoy some dance classes once again.

## **Basic Health & Hygiene :**

- If you feel unwell, do not come to classes – health comes first. If within the last ten days you have had any symptoms of covid (a high fever, a persistent dry cough, or loss of taste and smell), then do not attend. In addition, if you have been required to self-isolate in your household, or otherwise, then do not attend.
- If you are attending and feel unwell with covid-like symptoms during the class, then please notify the instructor and leave immediately with your partner.
- If you come down with covid-like symptoms within 48 hours of attending the classes, then please notify us as urgently as possible.
- If you have had symptoms, and then receive a negative swab test, we ask you not to attend classes for the 10-day period anyway.
- Face coverings are required, unless you are exempt, for entry, exit and moving around all venues. If you are sufficiently comfortable to dance wearing your face covering, then please continue to do so but there is currently no requirement to wear them whilst exercising; you are therefore welcome to take them off as you dance. Remember to re-apply your face covering if you go elsewhere in the venue, e.g. to the toilet, and before you exit the class. The instructor may choose not to instruct wearing a face covering. We are aware of the importance of lip reading and clear speech to some attendees and will try to balance that with the current conditions and requirements. We apologise in advance if the instructor wearing a face covering reduces your enjoyment or accessibility in the class.
- The classes will be run with an open-door policy which removes common contact surfaces. However, if you touch any surface or use the toilet then please wash hands or use your sanitiser to maintain good hand hygiene. Toilets will be open on a one-in, one-out basis.
- We advise if you change your shoes, try not to touch shoe soles, and follow up with correct hand hygiene.

## **Queuing, Class Entry and Exit :**

- Wash your hands before going dancing and take some suitable sanitiser, as necessary. As stated above, please wear a face covering when you enter the venue unless you are exempt from doing so.

- Please do not enter the building until at most 10 minutes prior to your lesson time as we end one class, allow them to exit without crossover, then prepare for the next. If you arrive close to a venue by car then wait until 5 minutes before the class before entering the building. Please do not enter the ballroom until the instructor has invited you in.
- When queuing for entry, please maintain current social distancing guidelines.
- Only those who have pre-paid online will be able to enter and we cannot accept cash payments. At pre-payment please ensure you submit correct contact details which we are required to pass to Track & Trace as necessary. By providing these, you agree we can pass to Track & Trace on request.
- We ask you to self-scan at the desk using your membership cards. Please do not scan until the operator is ready and acknowledges the system is in the reading mode. Place the barcode under the scanner until you hear a 'beep'. Please remember your cards for entry as we need to keep an accurate register for Track & Trace.
- Please use the sanitiser on the way into the class.
- A one-way system will operate whereby you will exit via a different door to the one you entered, prior to the next class entering the room.

#### **During the Class :**

- Presently we can only accept couples dancing who are from the same household.
- Please bring your own drinks with you to the class as there will be no provision at any of the venues.
- Class sizes will be limited for social distancing requirements whilst dancing and being taught. Please always maintain social distancing, including whilst dancing and being taught.
- Classes will run a similar format to what you are used to, but the instructor will not be able to come into contact with you as was previously helpful.
- There will be no spectators (adults or children) allowed in the classes.
- Windows and doors will be opened throughout the class whenever possible, even during inclement weather. Classes might therefore be cooler so try to dress comfortably.
- A reminder, if you are attending and feel unwell with covid-like symptoms during the class, then please notify the instructor and leave immediately with your partner.