

# Procedures & Protocols for COVID-19 at Miss Dianna's School of Dance

## PLAN A: Current Guidelines for MDSOD

Expectations for MDSOD dancers and guardians:

- Stay at home if you are sick
- If your student was in close contact with the positive case, please notify MDSOD and zoom class for 10 days. While out of the studio, please self-monitor for any symptoms. Consult your medical provider to determine if you need to be tested
- Waiting rooms will be for dancers only, parents will need to pick up & drop off at the front door (Acrobat classes will end 10 minutes early to allow time for disinfecting)
- All classes can be zoomed if students are home for class
- If you are at high risk for severe illness, it is recommended you take classes on zoom
- Wear face mask inside studio
- Hair needs to be pulled up securely to avoid touching hair and face
- Do not touch your eyes, nose or mouth
- Dance bags should only contain shoes needed for that day and a water bottle. Please leave extra clothing/shoes at home to avoid digging through bags or dumping it out.

Practices for MDSOD

- Staff will wash their hands before and between each class
- Staff will wear masks and have hair pulled tightly out of face
- A staff member will be at each entrance checking in each dancer (we reserve the right to take infrared temperatures)
- All dancers enter & exit through the West (main) entrance.
- Teachers will give each dancer a spot to stand on. We have placed plastic spots on the ground that are 6 feet apart to help our younger dancers maintain social distancing
- Ballet bars & Acrobat mats will be sanitized after each class (Acrobat classes will end 10 minutes early)

## PLAN B: If a student or teacher tests positive and has been in the studio

- All staff and students who were in close contact with the positive case will be notified and asked to zoom for 10 days
- While out of the studio, please self-monitor for any symptoms. Consult your medical provider to determine if you need to be tested

## PLAN C: Non-essential Business Shut Down

- Current Class schedule will be maintained and moved to zoom with the exception of acrobat classes
- Acrobat classes will be scheduled twice a week and are open for all students to attend
- Private lessons will be scheduled with your teacher
- Additional workshops and master classes will be added to the schedule to keep things fun!
- Staff will record dances and we will post them to our private You Tube channel so that dancers can practice anytime

### Business Policies of Miss Dianna's School of Dance, Inc.

8641 North Oak Trafficway, KC, MO 64155

**LESSON FEES** are due the first dance class of each calendar month. Arrangements can be made to pay at a different time of the month to fit your budget. Please list these arrangements on your enrollment sheet. Lesson fees are the same each month regardless of the length of the month and how many classes your child attends. If a student decides to discontinue classes at any time during the session, you are obligated to pay the lesson fees for the month in which they discontinue. You will be charged for lessons until we have been notified of their leaving.

**LATE FEES AND RETURNED CHECK CHARGES:** A \$20.00 per month late fee will be added to lesson fees that are not paid for during the current month of instruction. The responsible party will be charged the returned check fee charged for a returned to the studio because of insufficient funds.

**DANCE CALENDAR** Attached in the Calendar for the Dance School year. Please add events and holiday breaks to your family's calendar. Tuition is based on the whole school year which averages out to 4 classes per month.

**SNOW DAYS** If school has been cancelled because of snow or cold weather, that **DOES NOT** mean that our dance classes will be cancelled. Sometimes, the streets are cleared and safe for travel by the time we would be holding classes. If you have any doubt about whether we will be holding lessons, check our Face Book Page and/or your e-mail. That information will be posted by 2pm. The first snow day for each class will not be made up nor shall payment be withheld.

**MISS DIANNA'S SCHOOL OF DANCE IS NOT RESPONSIBLE FOR LOST OR STOLEN ARTICLES OR FOR THE INJURY OF ANY STUDENT OR CUSTOMER.** Please **ONLY** allow your student in teacher supervised classrooms or under your supervision in the waiting/play areas.

**OUR CLASSES WILL ALWAYS BEGIN AND END AT THE SCHEDULED TIMES** Please plan to arrive and depart as close to these times as possible. Please advise the receptionist if you will be late in picking up a student or if someone else will be picking up your child.

**PHOTO RELEASE** Photos taken throughout the dance season may be used on our website, Facebook page, Instagram, and Promotional Documents.

Thank you for your cooperation & interest in our programs,

Miss Dianna  
Owner/Instructor

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MissDiannas.com

www.facebook.com/MDSOD