INFORMATION REGARDING COVID-19

Guidelines to re-open dance studios

Cecchetti Ballet Australia values the safety and wellbeing of our dance community. In response to the growing concern around COVID-19, this guide will be regularly updated based on the evolving recommendations from the State and Federal Government to mitigate the spread of the virus.

We have collated some dance specific considerations to assist you with a safe return to dance classes in accordance with Step 2 of the Federal Government's National Roadmap to Recovery. Keep in mind, besides national guidelines we are all bound by the rules of our individual States governments as to when we can reopen studios and return to a physical teaching environment.

We also advise you should contact your venue management and check the individual requirements for external hirers, whether it be your own studio, a rental property in a Church Hall or Community Centre. We urge you to abide by the requirements as all of us enter into individual agreements as Cecchetti teachers running our own business.

IMPORTANT! DANCE ACTIVITIES CANNOT RESUME UNTIL STEP 2

Check your State Government website to ensure Step 2 will go ahead as planned.

Metropolitan Melbourne will go back to stage 3 restrictions for a period of six weeks from midnight Wednesday 8 July.

COVID SAFETY PLAN

What can I do to keep my workers, students, and families safe and limit the spread of COVID-19?

It is important you have a plan to keep your workforce safe and virus free. Businesses need to develop safe work practices and consider how they can reconfigure their operations to adapt to ongoing restrictions. Your plan needs to set out how you prepare your workplace to protect students, staff and parents/guardians to prevent infection, your response if there is a COVID-19 case and how you will recover. Your plan should be available for inspection by authorised officers.

Many states have made available online planning tools that can help you develop this plan before you re-open. Please refer to your State Government website links below.

AUSTRALIAN CAPITAL TERRITORY

ACT Government website – www.covid19.act.gov.au
ACT Restrictions and Advice Business Hub https://www.covid19.act.gov.au/business-hub/restrictions-and-advice
ACT Return to play in a COVID safe environment Framework
https://www.covid19.act.gov.au/__data/assets/pdf_file/0010/1547560/Return-to-sport_Framework_0.1.pdf
https://www.covid19.act.gov.au/__data/assets/pdf_file/0007/1551778/CV_Roadmap_Recovery-plan_ease-of-restrictions_0.4.1.pdf

NEW SOUTH WALES

NSW Government website www.nsw.gov.au/covid-19

NSW Restrictions information https://www.nsw.gov.au/covid-19/what-you-can-and-cant-do-under-rules

NORTHERN TERRITORY

NT Government website https://coronavirus.nt.gov.au/

NT Roadmap to the New Normal https://coronavirus.nt.gov.au/roadmap-new-normal#section2

QUEENSLAND

QLD Government website https://www.covid19.qld.gov.au/

QLD Roadmap to the Easing Restrictions https://www.covid19.qld.gov.au/government-actions/roadmap-to-easing-queenslands-restrictions

SOUTH AUSTRALIA

SA Government website www.covid-19.sa.gov.au

SA Roadmap for easing restrictions https://www.covid-19.sa.gov.au/_data/assets/pdf_file/0012/195879/FINAL-DPC_RoadMap_FINAL.pdf

TASMANIA

TAS Government website www.coronavirus.tas.gov.au

TAS Roadmap to recovery https://www.coronavirus.tas.gov.au/families-community/roadmap-to-recovery

VICTORIA

VIC Government website https://www.vic.gov.au/coronavirus-covid-19-restrictions-victoria

VIC Restrictions information https://www.dhhs.vic.gov.au/sport-cultural-and-recreational-activities-restrictions-coronavirus-covid19#which-recreational-facilities-are-restricted

Sport VIC Return to Play https://sport.vic.gov.au/our-work/return-to-play

WESTERN AUSTRALIA

WA Government website - www.wa.gov.au
WA Government Safety Plan for Sport and Recreation - /www.wa.gov.au/government/document-collections/covid-19-coronavirus-sport-and-recreation

RISK ASSESSMENT: TO HELP YOU PREPARE

Complete a risk assessment to understand how your business risks have changed because of COVID-19 and develop a plan to **identify** and **manage** them.

Ensure government health advice is always followed, in addition to the child safety policies and procedures you already have in place.

Planning tools to help businesses reopen and be COVID Safe

The National COVID-19 Coordination Commission (NCCC) planning tool

Safe Work Australia Guidelines for COVID-19 Review industry specific information including a risk register template with examples

Please note the following guidelines are subject to further review in response to Government updates and these considerations will vary based on the unique attributes of each dance studio facility.

KEY AREAS OF CONSIDERATION

should include:

- General Business Operations & Class Management
- Social Distancing
- Sanitation & Hygiene
- Contact Tracing & Record Keeping

  It is important to note when addressing these considerations, changes to business operations could be long term (e.g. 6-18 months) to ensure containment of COVID-19 within the community.

GENERAL BUSINESS OPERATIONS & CLASS MANAGEMENT

- Implement a health policy where no staff or student are to come to the studio if they have any COVID-19 like symptoms. If there is a suspected COVID-19 case, notify them that they must self-isolate and seek testing in accordance with state or territory guidelines.
- Develop your procedure for lock down and deep cleaning in the event of a confirmed COVID-19 case at your studio.
- Consider requiring high-risk individuals, as defined by the Australian Health Protection Principal Committee, to attain a medical clearance prior to returning to classes.
- Staff should undertake training to ensure the new processes to mitigate the spread of the virus are in place and understood by all. Encourage all staff to undergo the free COVID-19 Infection Control Training from the Department of Health: www.health.gov.au/resources/apps-and-tools/covid-19-infection-control-training

TIMETABLING

- Consider more time scheduled between classes to allow for cleaning and exit of students before others enter.
- Allow enough time to diligently clean equipment and touchpoints between classes.
- Consider your timetable carefully as student numbers should be capped.
- When planning your class, consider more time for students to demonstrate exercises in smaller groups to ensure social distancing.

COMMUNICATION

- Returning to the studio may raise some anxiety for some, please communicate to your students and parents what actions you have taken to ensure compliance.
- Studio owners and teachers must ensure students are aware of the new procedures. Convey the information verbally and with the use of signage:
    - Encourage hand hygiene and ensure all bathrooms have adequate soap available. Download the "Good Hygiene is in your Hands" poster from the Department of Health and place in highly visible area on bathroom walls www.health.gov.au/resources/publications/coronavirus-covid-19-print-ads-good-hygiene-is-in-your-hands (download)
    - Hand sanitiser should be used before and after class for all participants including teachers.
    - [signage and posters](#) (download)
    - Follow best practices for [coughs and sneeze etiquette](#) (download)
    - Do not share water bottles
    - Consider the wellbeing of the community, if a student or staff member is feeling unwell, speak up.

SOCIAL DISTANCING

- All studio spaces must comply with current state gathering limits and social distancing occupancy requirements: Where the 4 square metre rule applies, the size of the premises must allow for at least 4 square metres of space per person. All people on the premises, including staff, must be counted when applying the 4 square metre rule.
- Communicate with staff, students, and parents that social distancing must **always** be maintained.
- Communicate your student drop off and collection procedures clearly to parents/guardians before resuming classes. Students should not arrive early.
- Limit use of shared equipment such a barres and props.
- Consider timetabling 5 or 10 minutes between classes so students can leave the premises before the next group comes in. Stick to gathering limits and avoid crowding at check in points.
- Consider how you will enforce and monitor social distancing in the waiting room and bathrooms and limit access to staff room facilities.

SANITATION AND HYGIENE

- Students should be advised to bring individual towels.
- Turn off water fountains/bubblers and encourage students to bring their own water bottles from home.
- Develop regular cleaning and waste management protocols and communicate these clearly with staff, adhering to the "Environmental Cleaning and Disinfection Principles" outlined by the Dept. of Health: www.health.gov.au/sites/default/files/documents/2020/03/environmental-cleaning-and-disinfection-principles-for-covid-19.pdf
- Consider hot spots/high touchpoints like barres and door handles and create a cleaning schedule for them.
- Provide hand sanitiser to all or ask students to bring their own. Students and teachers are recommended to use hand sanitiser upon entry and exit of the dance studio.
- What additional cleaning/PPE products are required and monitor your stock levels.

CONTACT TRACING & RECORD KEEPING

- Keep accurate records for all classes and staff including the roles they perform and for anyone who enters the facility for more than 15 minutes. Since children may not have phones, the COVID Safe App will not provide tracing information in the event of a COVID-19 case at your studio. Recommend all staff, parents and older students download the COVID Safe app www.health.gov.au/resources/apps-and-tools/covidsafe-app
- Update contact details for all students and staff, with permission to pass these onto the authorities for the purposes of contact-tracing if needed.
- Establish your procedure for notifying authorities and parents in the event of a confirmed case at the studio.
- Where there is a suspected or confirmed case of COVID-19 in your studio environment, contact the National Coronavirus Helpline (1800 020 080) which operates 24 hours a day, 7 days a week for further advice.

PRE-CLASS CONSIDERATIONS

- Before classes commence and in between every class, teachers must sanitise barres, door handles, bannister rails where applicable and any other surface which is commonly used by the students in their studio and building.
- Restrict access: Students should be reminded where on the premises they are permitted to wait. Access to studios may not be permitted until cleaning is completed.
- Make sure signs are clearly visible on entering the site.
- Belongings should be kept as separate as possible to avoid contact with others. – individual lockers are ideal but must also be cleaned between classes.
- When and where possible, students should be encouraged to come to class in their ballet attire with warm top clothing to minimise the use of a dressing room.
- When students are coming to class during the week straight from school or straight from sport on a Saturday, ensure that there is enough space for each student to maintain distancing while changing.
- For class payments only contactless or direct debit payments should be accepted.
- It is encouraged that parents drop and go.

DURING CLASS CONSIDERATIONS

- Ensure that hand sanitiser is readily available and/or ask the students to provide their own. Teachers and students must use hand sanitiser upon entry and exit of studio.
- Verbally remind students of hygiene protocols.
- In all situations, teachers must endeavour to follow the 1.5 metre distancing policy.
  During class, the 1.5 metre distancing can be maintained easily by marking the spacing at the barre e.g. with tape. Once moving into the centre everyone must do their utmost to be constantly aware of the distancing of both student to student and teacher to student.
- Eliminate the use of communal props by asking the students to bring their own when necessary.
- Partner work should not be permitted, unless with members of the same household.
- Classes are for teachers and students only; no classes should be observed by an audience.
- Anyone using the bathroom use during class should observe strict hygiene protocols, sanitise their hands before returning to the studio.
- Do you have a student showing signs of illness during class? Staff or students at the studio experiencing [symptoms compatible with COVID-19](#) should be isolated in an appropriate space with suitable supervision, and collected by a parent/carer as soon as possible.

POST CLASS CONSIDERATIONS

- Once again clean hot spots/high touchpoints like barres and door handles, balustrades. Wipe down and disinfect between every class on studio premises.
- Dispose of unclaimed water bottles, hair accessories at the end of each day.
- Encourage staff to regularly clean their own personal equipment including sunglasses, mobile phones, iPads, and computers.
- Where possible, students should be collected from outside the building. However, when inclement weather or the safety of the children is in question, try to ensure that once again self-isolating is practised in the designated pick up area. whilst ensuring Child Safety policies and procedures are in place.

LINKS TO EXTRA RESOURCES & SOURCES

Ausdance
Return to dance: Principles and framework for restarting dance activities post-Covid-19
by Ausdance published on 26 May 2020
https://ausdance.org.au/news/article/return-to-dance-principles-and-framework-for-restarting-dance-activities-po

AIS Framework for rebooting sport
https://ais.gov.au/__data/assets/pdf_file/0008/730376/35845_AIS-Framework-for-rebooting-sport_FA.pdf

Australian Government – www.australia.gov.au

https://www.pm.gov.au/sites/default/files/files/covid-safe-australia-roadmap.pdf

COVID Hotline –1800 020 080

Safe Work Australia – COVID-19 Resource Kit – www.safeworkaustralia.gov.au/covid-19-information-workplaces

www.safeworkaustralia.gov.au/collection/covid-19-resource-kit

National COVID-19 Coordination Commission - www.pmc.gov.au/nccc

Re-opening considerations of fitness facilities in Australia

https://fitness.org.au/articles/business-news/re-opening-considerations-of-fitness-facilities-in-australia/30/2048

The Australian Health Protection Principal Committee latest advice:

https://www.health.gov.au/committees-and-groups/australian-health-protection-principal-committee-ahppc

The Australian Health Protection Principal Committee recommended special provisions for vulnerable people in the workplace:

www.health.gov.au/news/australian-health-protection-principal-committee-ahppc-advice-to-national-cabinet-on-30-march-2020

Australian Government, Department of Health 2020
Environmental cleaning and disinfection principles for COVID-19:

https://www.health.gov.au/sites/default/files/documents/2020/03/environmental-cleaning-and-disinfection-principles-for-covid-19.pdf

COVID-19 infection control training:

https://www.pmc.gov.au/nccchttps://www.health.gov.au/resources/apps-and-tools/covid-19-infection-control-training