



Reopening Studio Protocols

Created 7/16/2020

Revised 9/8/2020 & 10/21/2020

The health and safety of our students, staff and faculty has been and continues to be the highest priority and concern, as is establishing protocols that allow for inclusion and access for all FineLine Theatre Arts students' to resume training in the studios. In forming the guidelines for reopening, we relied on guidance from the CDC, State of Connecticut, sources that have established protocols for opening dance studios during COVID-19, and institutional knowledge and experience. **We are requiring all students and families to adhere to these strict health and safety protocols. By not adhering to the following protocols, our studio is at risk of shut-down and students will not have the option of participating in in-person classes at FineLine.**

ALL GUIDELINES AND REQUIREMENTS FOR IN-PERSON INSTRUCTION SUBJECT TO CHANGE. ALL UPDATES/CHANGES WILL BE ANNOUNCED THROUGH EMAIL COMMUNICATION.

Occupancy in the dance classes will be limited to 8 dancers in the big studio, 4 students in the acting studio, 4 students in the tap studio, and 4 students in the back studio. For acting classes, 8 students will be permitted at a time. Students will rotate between in-person and online Zoom classes during the 1st trimester, so everyone has a chance for in-studio instruction, if desired. Families will have the option of registering for Zoom only classes, too. **MASKS for all dance/acting classes, in addition to FACE SHIELDS for all acting classes, will be REQUIRED.**

1. Arrival

- a. Drop off on FineLine front porch/pick up by side exit door ONLY
 - i. Drop off/pick up MUST be on time
 - ii. Temperature check will be taken at the door, parents stay on porch until child's temperature is taken
 - iii. Only students permitted to enter building
 - iv. FineLine lobby to remain closed – no visitors
- b. Common areas will remain off limits/blocked off to everyone
- c. Those in high risk groups (comorbidity) and over age 65 should continue to stay safe and stay home
- d. Stay home/do not enter building if you are sick
- e. Students arrive ready to dance and act
 - i. Line up 6-feet outside building wearing face mask, wear practice clothes under street clothes and hair up ready to dance
 - ii. No changing or readying for class inside building
 - iii. Surgical face masks permit greatest air flow during exercise; plain cloth masks (no words) are also acceptable. Acting students should purchase and label face shields for class
 - iv. Students should practice wearing face masks during exercise at home
- f. Bring only what is required for class (dance shoes, acting scripts, water)
 - i. No food permitted
 - ii. No extra items or large bags
 - iii. Carry in/carry out
- g. Anyone who fails to adhere to these protocols will lose privileges to participate in studio classes

2. Screening Checklist (By FineLine Staff)

- a. Temperature
 - i. 100F or higher – May not enter
 - ii. Parents must wait on porch until communication that student may enter building before leaving drop off area
- b. Use hand sanitizer (upon entering)
- c. Wear face mask (to enter/exit)
- d. Questions (asked of students and circulated in writing to parents):
 - i. Has student experienced any of the following symptoms, or had close exposure with someone who has any of the following symptoms:

1. Fever or chills
2. Cough
3. Shortness of breath or difficulty breathing
4. Fatigue
5. Muscle or body aches
6. Headache
7. New loss of taste or smell
8. Sore throat
9. Congestion or runny nose
10. Nausea or vomiting
11. Diarrhea

ii. Close exposure to anyone who has tested positive for COVID-19

iii. Travel to a high exposure area

e. If yes, 14-day ban from attending studio classes and quarantine per CDC may be required

3. Professional Cleaning and Sanitization:

- a. We will maintain Cleaning Logs for the lobby and studios. The rooms will be sanitized after each class and the floors will be sanitized with a steamer every night. A professional cleaning company will be sanitizing the entire building bi-weekly.
- b. 5 minutes between classes will be spent to disinfect and permit the passage of students into/out of class
- c. When using shared surfaces in the studio (ie. Stereo, barres, etc), everyone must sanitize or wash hands before and after contact.
- d. There will be a sanitation station upon entering the building and in each studio.

4. Guidelines for Classes to Resume at FineLine

- a. Stairwell: maintain 6' distance at all times
- b. Please bring your own water bottles to class--water will be provided, but cups will not.
- c. Studio doors and windows to outside should remain open when possible to increase ventilation.
- d. Our central air system is equipped with HEPA air filters
- e. Hand sanitizer stations should be installed at the entrance/exit and inside studios
- f. Waiting room should be closed off to visitors
- g. Floor markings installed to establish and maintain social distancing

- h. All students, teachers, and staff **MUST WEAR FACE MASKS AT ALL TIMES**
 - i. Face masks should be supplied to those who arrive without one and those who refuse to wear masks should be escorted out of the building
- i.. Surfaces including door handles, light switches and all studio surfaces, should be cleaned and sanitized daily.
- j. Anyone who enters the building should have temperature taken and health questions asked.

5. Studio Protocols

- a. Administrators will inspect and disinfect surfaces upon early arrival
 - b. HEPA air filters will be used
 - c. Floor markings noting 6-foot & 12-foot distances
 - d. Reduced class sizes
 - f. **Face coverings must be worn at all times**
 - i. Dancers may need more than one mask, especially if taking multiple classes.
- Masks should remain dry**
- g. Students, administrators and faculty will be asked to assist with sanitizing surfaces
 - h. Students and faculty will be asked to face the same direction to minimize exposure from breathing particulates when individuals face each other
 - i. Instructors will not administer tactile corrections to ensure social distancing
 - j. Dynamic exercises that result in deep, heavy breathing will be shortened and minimized
 - k. No sharing of equipment or personal items
 - l. Individuals deemed “at risk” may not participate in in-person classes
 - i. Students should consult with personal physicians to ensure they may safely attend studio classes
 - m. Studio windows and doors should be opened when possible to increase ventilation
 - n. Students must exit building to remove masks
 - o. Short masks breaks will be given when needed outside (weather permitting)
 - p. Water breaks will be given in class

6. COVID-19 Exposure

- a. Anyone who is not feeling well, or has had close exposure with someone who is not feeling well, is asked to remain home and **take class via Zoom.**
- b. If someone has experienced close exposure to a person who is experiencing symptoms or is positive for COVID-19, they may not attend in-person classes at FineLine for 14- days and the CDC may require quarantine. **Students will ZOOM from home**
- c. If someone is POSITIVE for COVID-19 they may not attend in-person classes for 14- days and the CDC may require quarantine. **Confirmation of a negative COVID-19 test result is required to resume in-person classes at FineLine after your 14 day home period**
- d. If your school district has moved to remote learning due to positive Covid-19 cases and you have been notified of potential exposure via contact tracing, you must notify FineLine and will not be allowed to attend in-person classes for **14 days. Students will ZOOM from home**
- e. If your school district has moved to remote learning due to positive Covid-19 cases and you have NOT been notified of potential exposure via contact tracing, you must notify FineLine and will not be allowed to attend in-person classes for **7 days. Students will ZOOM from home**
- f. Positive COVID-19 individual in the classroom
 - i. Isolate person in separate room or area away/closed off from others
 - ii. Open outside doors and windows to increase air circulation in the area
 - iii. Wait 24 hours before cleaning or disinfecting
 - iv. Clean and disinfect all areas used by the person who is sick
 - v. Use vacuum equipped with high-efficiency particular air (HEPA) filter
 - vi. Do not vacuum a room or space that has people in it. Wait until the room space is empty to vacuum, such as at night, for common spaces, or during the day for private rooms
 - vii. Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility
 - viii. Notify Department of Health
- e. Once area has been appropriately disinfected, it can be opened for use
- f. Workers without close contact with a person who is sick can return to work immediately after disinfection
- g. After more than 7 days pass since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary