**SheLor School of Dance**

**Covid-19 Safety Practices for Solo Lessons**

* **Teachers/Staff**
	1. After entering the building, wash hands with warm/soapy water for 20 sec rule preferably or hand sanitizer.
	2. Do not wear your street shoes into the studios, they should be left outside in waiting area or put into you bag*. (There is a boot tray in front of Studio 3 & you can place your street shoes there or you must put on shoe covers just before entering your studio. I will obtain some to have at studio)*
	3. Teachers should wash hands before and after each class 20 sec. rule
	4. Teachers should frequently wash or sanitize hands after using cell phone, sound system, if you take a payment, put in the mail slot & clean hands
	5. Do not take any cash. Parents should mail payments or pay on PayPal (If you take a check, wash your hands 20 sec.)
	6. Teachers must wear face masks, keep 6ft away from students
	7. Teachers must take their own temperature & log it for the day.
* **Student Procedures for admittance to Studio and Safe Practices**
1. Teachers must receive student at front door entrance
2. A Covid-19 questionnaire with parent signature will be emailed to student/parent before class by myself but if they do not fill out & provide you with a copy, you are to screen them with a blank form provided to you. you must have student call them & screen by phone then have student sign & denote that you made a phone call to parent to answer the screening questions.
3. Teachers will take temperature of student with laser thermometer & record. *(Only if temperature has not been taken and recorded on the questionnaire given)*

**Temperature:**

* Use touchless thermometer to screen student before entering the studio entrance door. Temperature must be 100.4 or less to be admitted or parent must tell you they took temperature & what it was so you may record.
* Teachers must also take their temperature and log both student and theirs. Anyone with a fever should be sent home.
* Log can be kept at front door until lessons are over for day for each Teacher. \*this log will be turned in with your time sheet, every student must be recorded.

**Questions for Symptom Checks:** (these are questions if you don’t receive questionnaire from parent. You can log it on your flow sheet & have parent sign flow sheet or student if screened by phone. \*Denote parent called at sig.

* + - 1. Is your Temperature below 100?
			2. Have you had a fever in the last 2 weeks?

2. Do you have a cough or breathing problems?

3. Have you been around anyone exhibiting Covid-19 symptoms including but not limited to: fever, chills, muscle pain, cough, loss of smell or taste in the last 14 days?

4. Have you been exposed to another person who has tested positive for the Covid-19 virus.

\*If a student shows signs of illness, notify parent immediately & SheLor (be sure to have parent’s cell phone number)

* **Students Procedure after in Dance Building**
	1. Admit the student after the health check and ask them to sanitize their hands
	2. Direct student to place their dance bag in cubby with street shoes & all belongings not needed during class, bags to be zipped closed.
	3. Dancers are not permitted to bring street shoes into studio, they should be kept with there bag.
	4. Dancers should come into studio and bring only what is needed for lesson, avoid going in & out of studio unless absolutely necessary for the bathroom.
	5. Only dance shoes are permitted in studio.
	6. Please have your dance shoes wiped off with Clorox wipe etc. before each lesson.
	7. Dancers should place their dance shoes on when they are just inside the studio door they are having lesson.
	8. Dancers should be asked to sit in center of studio which is already cleaned for each private lesson.
	9. Cleaning of each studio will be done after each student SOLO lesson approx. 15min and this will be a part of the lesson to ensure safe practices.
	10. Avoid having student sit on benches in studio.
	11. Dancers should bring their OWN reusable water bottle already filled (they should not be taking water from the studio)
	12. Absolutely no eating in studios or waiting rooms, they must go outside or wait until they are picked up. (special circumstances considered i.e. if they get faint or medical issues)
	13. At the end of class, they should sanitize their hands before exiting the studio and anytime necessary in between (they should be encouraged to carry their own sanitizer also for their convenience but stations will be in each room & waiting room)
	14. Escort your student out of the dance studio to parent always, then let next student in.
	15. Discourage parents from entering dance studio & waiting area but if they do, they must follow same protocol of hand washing and wear a face mask.
	16. Let student leave before introducing another student.
	17. All students in waiting area should be in 3 separate regions & stay in that region. (remember the cubbies used because they will need wiped with Clorox wipe after & left to dry)
	18. All students should keep 6ft away from each other
	19. Students should limit moving throughout the studio. Once in studio, stay in studio.
* **Teachers procedure after student private/solo lesson**
	1. Wipe down surfaces you &/or student sat on or touched i.e. sound system, seating areas, door handles, cubbies. (it is easier for you if you keep them centered on floor & not seating areas in studios)
	2. Use swifter & damp mop over flooring used by student, must leave solution provided in swifter on to dry for 15min.
	3. Go to next studio if you have another student
	4. Follow same procedure for letting next student into studio.