



Health and Safety Handbook

Our first priority is the health and safety of our students, staff, and families of Dallas Ballet Center. With that in mind we have established guidelines and policies in compliance with CDC guidelines.

CONTENTS

Policies and Procedures	2
Studio Safe Distancing.....	5
DBC Cleaning and Disinfecting Policies	6

NEW POLICIES AND PROCEDURES

FOR STUDIO REOPENING

Dallas Ballet Center asks for your cooperation with the following safety procedures.

1. **VISITORS:** No visitors will be permitted to enter the studio except as it stated below for our younger dancers' drop-off and pick-up.
2. **PRIOR TO YOUR ARRIVAL AND BEFORE ENTERING DBC:**
 - Dancers must be dressed ready for class with appropriate **cover up**.
 - **Hand sanitize** (a hand-sanitizing station will be in front of the studio).
 - Make sure you are **fever-free** (A touch-free thermometer is on order for DBC).
 - **Use restroom** at home to avoid using studio restrooms.
 - Bring **water bottle**.
 - **Wear a mask. As a courtesy to others and per CDC guidelines, teachers and dancers age 10 and older are required to wear a mask at the studio except when drinking water or during strenuous dancing.**
 - Enter and exit only at your **assigned entrance and exit** as indicated below.
3. **ENTRANCES and EXITS:** To decrease hallway traffic and increase physical distancing there will be three assigned entrances and three assigned exits per class.

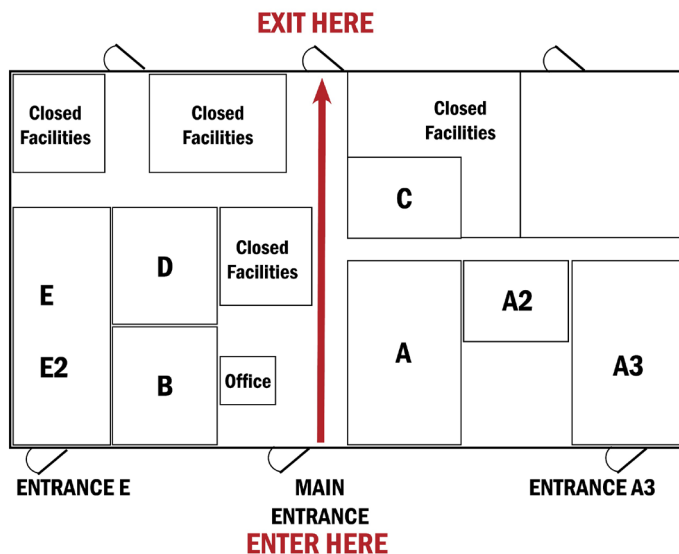
ENTRANCE TO STUDIO E all classes held in E and E2	MAIN LOBBY ENTRANCE all classes held in A, A2, B, C, D	ENTRANCE TO STUDIO A3 all classes held in A3
EXIT BACK DOOR NEAR THE VENDING MACHINE all classes held in E and E2	EXIT BACK DOOR CLOSEST TO STUDIO C all classes held in A, A2, B, C, D	EXIT BACK DOOR THROUGH STORAGE OF STUDIO A3 all classes held in A3

4. **RESTROOMS:** Use the restroom before coming to the studio. Restrooms will be limited to emergency use only.
5. **HAND-WASHING:** Use hand sanitizer before entering and upon exiting the studio.
6. **WATER:** Dancers may bring a water bottle. If necessary, the no-touch sensor water fountain outside studio A3 will be available for use. No other water fountains will be used.
7. **DRESSING ROOMS:** Dressing rooms are closed until further notice.
8. **STREET SHOES AND DANCE BAGS:** To prevent contamination of dance floors, dancers should place street shoes and dance bags against the mirrors in the studio. No dance shoes should be worn outside of the studio.
9. **DROP-OFF AND PICK-UP:**
 - **Age six and older:** All dancers age six and older will use curbside drop-off and pick-up. Pick-up dancers at the specified back door behind studio. One parent volunteer/ faculty member will be on duty at each exit to help assist and facilitate the pick-up procedure.
 - **Age five and younger:** See instructions for your dancer's studio

AGE FIVE AND UNDER IN STUDIOS A2, B, C, D

DROP-OFF: One person per dancer age five and younger may escort the dancer to class **through the MAIN LOBBY ENTRANCE** no more than 1 minute before the class's scheduled start time. Escorts must leave the studio once their dancer enters their class **through the BACK EXTERIOR DOOR CLOSEST TO STUDIO C.**

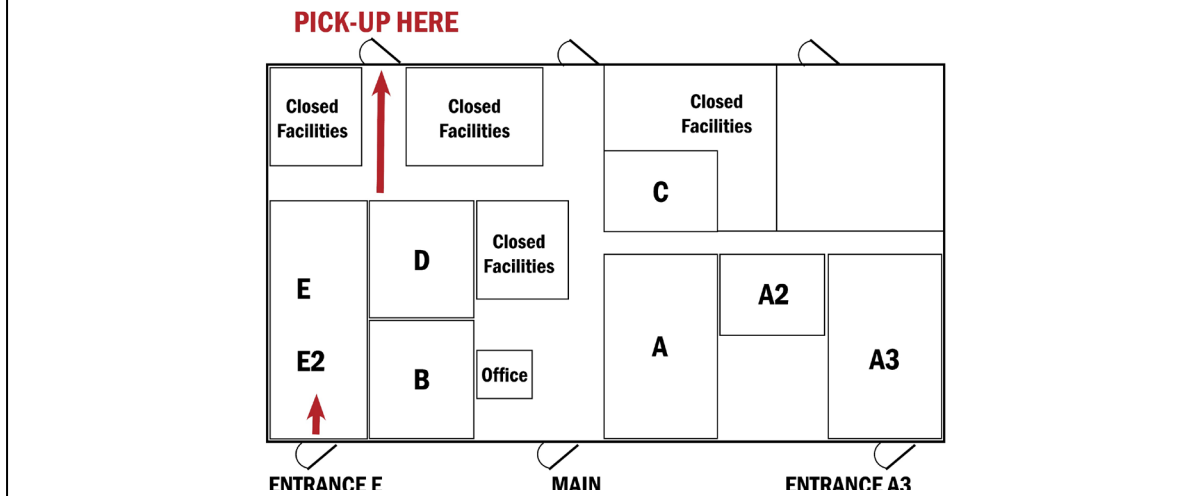
PICK-UP: One person per student may enter the studio through the **MAIN LOBBY ENTRANCE** to retrieve their dancer from their studio no more than 2-4 minutes before the class scheduled end time. Dancers and escorts must exit the studio immediately by using the **BACK EXTERIOR DOOR CLOSEST TO STUDIO C.**



AGE FIVE AND UNDER IN STUDIO E AND E2

DROP-OFF: One person per student age 5 and younger may escort your dancer to the **EXTERIOR ENTRANCE TO STUDIO E** immediately to the left of the main studio entrance no more than 1 minute before the class's scheduled start time. Escorts should not enter the studio.

PICK-UP: One person per student should park and go to the **BACK EXTERIOR DOOR CLOSEST TO STUDIO E** to retrieve your dancer no more than 2-4 minutes before the class scheduled end time. Teachers and volunteers will be at the door to securely hand off your dancer to you.



10. NEW GENERAL SAFETY ROUTINES:

- DBC office will be open during classes or until 7:00 p.m. Masks are required and social distancing of six feet must be maintained at the lobby counter window. The number of people in line will be limited.
- Class sizes will follow guidelines found on page 6.
- Teachers and dancers will maintain a distance of at least six feet.
- Teachers will sanitize barres and other surfaces before and after each class.
- Teachers will not use props, beanbags, scarves or other items unless they are a part of choreography and assigned to a particular dancer. Any dance props used will be sanitized before and after use.
- **Wear a mask. As a courtesy to others and per CDC guidelines, teachers and dancers age 10 and older are required to wear a mask at the studio except when drinking water or during strenuous dancing.**

11. GENERAL HEALTH POLICIES: All who enter the DBC facility will need to be healthy and not experiencing any of the following:

- Shortness of breath or difficulty breathing
- Fever, chills, muscle pain, sore throat, cough, or new loss of taste or smell

Check with your health care provider if you or your child have a pre-existing health condition that is more susceptible to COVID-19.

STUDIO SAFE DISTANCING

STATISTICS ON THE COVID-19: One of the very lowest percentages of COVID-19 infections are the pediatric ages (ages 0-18). One of the very highest percentages of COVID-19 infections are the elderly, people in large groups of confinement, or with persons who have underlying health conditions. **Therefore, we are asking and encouraging people who are in the high percentage bracket to refrain from visiting Dallas Ballet Center until our fall schedule** (mid-August or until the government officials publishes information that is clearer in detail).

Please see link below for more information:

<https://www.worldometers.info/coronavirus/coronavirus-age-sex-demographics/>

Dallas Ballet Center will follow the guidelines of the Safe Distance Requirements. This chart shows the maximum number of people that each studio COULD have—but not necessarily that we WILL.

Dallas Ballet Center Studio Sizes				Distancing Guide
Studio	Width	Length	Sq. Feet	# of people at 6' apart
A	45'3"	29'8"	1350	37
A2	29'6"	22'0"	767	21
A3	45'3"	24'5"	1110	30
B	35'3"	24'8"	875	24
C	29'8"	21'0"	625	17
D	32'8"	24'6"	806	22
E	39'10"	19'3"	772	21
E2	28'6"	19'3"	551	15
E + E2	68'0"	19'3"	1300	36

CLEANING PROCEDURES AND INFORMATION

DBC's cleaning crew cleans the studio DAILY Monday–Saturday as follows:

- All barres wiped down with disinfectant wipes or sprayed with Lysol
- Toy Soft Blocks washed in hot soap, water and disinfectant cleanser (RAM diluted cleaner); allowed to air dry (These items are currently removed from the studio)
- Door handles disinfected:
 - All Studios
 - Office
 - Dressing Rooms
 - Main Lobby door handle and all exit doors
- Light switches (studios, restrooms, dressing rooms, hall, office)
- All faucet handles
- Water fountains (handles/bars, spouts)
- Stereo Equipment using disinfectant wipes on control buttons
- Sinks
- Microwaves
- Chair handles with chrome
- Dressing room benches
- Fabric spray disinfectant for chairs with fabric
- Blue Exercise Mats using disinfectant wipes after each workout
- Crates (Crates are currently removed from the studio; when in use they are deep cleaned monthly and prior to each workshop.)

ADDITIONAL MEASURES TAKEN DURING THE COVID-19 CLOSURE:

- Carpets sanitized, cleaned and disinfected
- All new paint trim applied
- Several walls repainted
- Upholstery chairs sanitized and disinfected
- Toys and crates removed
- Unclaimed clothing taken to Goodwill