



# Covid-19 Protocol Update

LATEST UPDATE NOVEMBER 19, 2020



# Covid-19 Protocol Update

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# Covid-19 Protocol Studio

## EMPLOYEE SICKNESS

If any staff member or volunteer is sick with any symptoms of respiratory illness consistent with cold, influenza, or COVID-19, even if symptoms are mild, they must not work, they must remain at home, and they should contact their family physician, primary care provider or Health Link BC at 8-1-1.

All staff have the option to teach **via zoom** from home if they feel well enough. We have purchased and set up a tv in each of our 5 studios for this reason. This should relieve teaching staff of the pressure they may feel in following through with their work and potentially financial strain they may have in regards to missing hours.

Should a staff member or instructor become ill (and unable to teach via zoom) they will need to find a substitute-Preferably one that is already part of our studio.

If while at work, a staff person starts experiencing symptoms of illness, even if they are mild, they will be asked to leave work immediately, go straight home, and have them contact their family physician/primary care provider or 8-1-1 for further guidance.

We must ensure that objects and surfaces touched by sick staff are disinfected before being used by others.

Staff must avoid touching their face without first cleaning their hands.

Replace physical greetings (high-fives, fist-bumps, hugs) with non-contact greetings.

## PHYSICAL DISTANCING

We have increased empty floor space by removing unnecessary materials, equipment, and merchandise displays, especially in hallways, high traffic areas, and other small spaces.

We have made clear divisions between different areas/rooms and cap the number of people allowed in each area/room to allow for physical distancing, mark with signage.

We have markings in 2 metre (6 foot) increments on floors in all areas which keep all clients socially distant and promote one-way traffic.

All Studios have 6 foot square markings to dance in.



# Covid-19 Protocol Studio

## **Sanitation**

Each studio and any other room is provided with a disinfectant spray bottle and mop for cleaning the floors. All apparatus if used must be sanitized before and after use.

## **Administrative**

In addition to regular beginning and end-of-day cleaning activities, we have created a list of high-touch surfaces, for example: mats, blocks, balls, hand holds, bars, door knobs, switches, touch screens, counters, railings, faucets, etc.

We have created a clear schedule of who is to clean and when so that all surfaces are frequently disinfected.

## **SITE MANAGEMENT**

The lobby is closed. Anyone that needs to speak to our receptionists can do so over the phone or schedule a meeting.

We have completely revamped our schedule so that we can have staggered starts promoting less congestion as well as frequent cleaning times.

Dancers primarily stay in the same studio for the majority of their classes each day. After sanitization, teachers move to new studio with their belongings.

As much as possible, coaching sessions should be conducted in a manner that avoids touching clients. All teacher must rely primarily on using verbal cues while coaching or using technology to share instructional material and practice plans.

All customers are to use their own water bottles, rather than communal drinking fountains.

We no longer take cash or cheque payments. Payments can be made via, credit or e-transfer.



# Covid-19 Protocols

## Client

These are our current guidelines based on recommendations set out by Fraser health and are subject to change.

### CHECK IN /OUT PROCEDURE

1. Our Covid waiver and liability form must be filled out for **EACH DAY** your child attends the studio. Forms are available to submit online, by scanning the QR code outside of our building or by filling out paper form in lobby.
2. All students must be dropped off at front entrance no earlier than 5-8 min prior to class only
3. All students **\*Mini Level and up** must wear a mask while waiting in line, entering lobby, and making their way to their designated studio. **\*As of November 20th, 2020**, masks must be kept on at all times. Please self monitor and ask for breaks if at any point you feel faint, difficult to breath due to heavy cardiovascular activity. Teachers will also highlight moments in class when a short mask break can be taken.
4. Enter lobby using markings/cones to stay evenly spaced apart. Use hand sanitation systems upon entry.
5. Parents entering the studio (Parent and tot classes, extenuating circumstances, emergencies) **\*Must wear a mask and have their temperature taken.** They will be asked to follow traffic patterns and exit out back doors.
6. Students will be brought into class using markings to direct traffic. Place one personal small sized bag in delegated space in the studio.
7. At the end of class students will collect personal items follow traffic patterns to exit out the backdoors.
8. Pickup will be organized at backdoors 3-5 min after each class. Young students will only be released to parents directly and will be asked to stand in a holding room area until their parent is there to take them.



# Covid-19 Protocols

## Client

### **General Notes for Students / Parents:**

- We ask that all students try to use bathroom facilities at home as much as possible.
- We ask that dancers arrive ready to dance without having to change into dance clothes. Dance attire requirements have been adjusted to allow for easy transitions between classes.
- We ask that each student bring a small sized bag for personal items. No large luggage etc.
- We ask that each student bring their own pre-filled water bottle to class with them. We recommend students that are taking more than one class to bring a spare in case. We ask that dancers do not rely on studio water.
- Students are encouraged to eat before/after class outside or in vehicles when possible. Students attending long dance days will be asked to sit in designated areas; sanitize their hands before and after, and take their personal items including garbage home with them.

### **What Thrive is doing to provide a safe space**

Thrive will be encouraging anyone feeling ill to stay home. We ask that all our clients and staff refrain from attending the studio if they are symptomatic. In this situation, we ask that students participate in a 14 day quarantine or until symptoms disappear.

Hand sanitizer dispensers at each entrance and exit, all studios, and student lounge. Students and staff will be asked to sanitize upon entry/exit. Bathrooms will have liquid soap and single hand towels available, we will no longer be encouraging use of our hand driers.

There are designated markings in studios and hallways to support distancing between students and staff. We will be doing our best to support one way traffic through the studio and enforcing drop off and pickup protocols for all students and clients attending our studio.

We will be following routine cleaning practices of all high touch surfaces, mats and all dance equipment. Dance classes have been staggered to allow for proper floor cleaning and disinfection.

### **\*ZOOM CLASSES\***

We have set up our studios so every class offered can be joined virtually via zoom. If you are feeling uncomfortable at any time, your child is always welcome to join the class over zoom. If you have any other questions regarding zoom please contact the office!



# Covid-19 Response

Student/Visitor/Staff/ Instructor Presents with:	Who will be Contacted:	Action:	Protocol:
<b>Mild or Severe Cold/Flu Symptoms</b> <ul style="list-style-type: none"> <li>• Fever</li> <li>• Sore Throat</li> <li>• Runny Nose</li> <li>• Cough</li> <li>• Difficulty Breathing</li> </ul> <b>Mild or Severe Cold/Flu like</b>	Parent or Guardian or Primary Contact	<p>Immediate telephone call to pick-up the unwell individual. Provide notice at pick-up that the Student must refrain from attending the premises and may return to the studio after full recovery period and are cleared for in-studio classes in accordance with the Public Health Order.</p>	Stay home and isolate under appropriate British Columbia Health Services protocol in effect.
<b>Intense Coughing and/or Vomiting with or without other cold/flu symptoms</b> <p><b>Ensure safety and comfort</b></p> <p><b>Use Sick Kit if needed (PPE mask, blanket, bucket, disinfecting wipes), watch them closely for any changes in their condition until their support arrives.</b></p>	Parent or Guardian or Primary Contact	<p>Immediate telephone call to pick-up the unwell individual.</p> <p>Provide notice at pick-up that the Student must refrain from attending the premises and may return to the studio after full recovery period and are cleared for in-studio classes in accordance with the Public Health Order.</p> <p>Note to student file: what student was doing prior to intense coughing/vomiting</p>	<p>Stay home and isolate under appropriate British Columbia Health Services protocol in effect.</p> <p>Call 811 and utilize the BC self-assessment tool.</p> <p>Track Absence in reporting system</p> <p>Note on Cleaning Chart / areas the unwell participant was in, and location of cleaned and sanitized intense coughing/vomit</p>
<b>A Student is absent due to illness - with notice</b>	Parent or Guardian or Primary Contact	Students must refrain from attending the premises and may return to dance after they've fully recovered and are cleared for in-studio classes in accordance with the public health order.	Track Absence in reporting system, with any relevant notes on expected return.
<b>A Student is absent - with no notice provided</b>	Parent or Guardian or Primary Contact	<p>Email acknowledgement of absence same day of absence</p> <p>Student absence recorded; please contact our office at your earliest to advise as to the reason for the absence.</p>	<p>Track Absence in reporting system.</p> <p>Designated Safety Officer or alternate monitors response and acts accordingly.</p>
<b>Positive Covid test</b>	***Please contact Thrive Dance Studio immediately on receiving results	<p>The business will provide records for the purpose of conducting contact-tracing during the COVID-19 pandemic response to manage the public health emergency under the Public Health Act. Due to the nature of registered and scheduled staff and students, records can be easily provided.</p> <p>We will follow all guidelines given to us by Fraser Health in regards to contact tracing, communication and protocols.</p>	<p>Stay home. Individuals will need to be in isolation for a minimum of 14 days if they have tested positive for COVID-19. For clarity, the isolation period is 10 days from the start of symptoms, or until symptoms resolve, whichever takes longer. Please contact Fraser Health.</p>



# CONTACT

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## EMAIL:

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## WEBSITE:

WWW.THRIVEDANCE.CA

## ADDRESS:

#101 22661A FRASER HWY  
LANGLEY, BC

## FACEBOOK:

PUBLIC PAGE- THRIVE DANCE  
STUDIO  
PRIVATE GROUP- THRIVE DANCE

## INSTAGRAM:

@THRIVEDANCESTUDIO

Together we THRIVE

## REGULAR OFFICE HOURS:

Mon-Thurs 3:30-7:30pm

Fri 3:30-6:30pm

Sat 9:00- 12:30pm

Sun CLOSED

Holidays CLOSED