



### Our COVID-19 Procedures

#### **Reporting positive Covid cases within the Phillomena Dance School.**

- If your child should test positive and has recently been at a dance class, please contact the class teacher directly to inform them - this will then be passed onto Miss Lynda, Miss Elaine or Miss Sarah and then we will notify all of the relevant classes of a positive case. At no time will we disclose any names.
- If your child is positive you should be contacted by Track and Trace - please do not name the dance school as a close contact as unfortunately that means Miss Lynda gets pinged by Track & Trace and most of the time she has not been in that child's class! Please speak with us first before disclosing any names to Track & Trace as we can then let you know which teacher/teaching assistants were in the class that day
- Please do not send your child to classes if they are showing any of the Covid 19 symptoms - high temp, persistent cough, loss of taste and/or smell. In younger children Covid does present as a cold with a runny nose also.
- Please do not send your child to class if you have a positive case of Covid in your immediate household. This is just to minimise the risk to other members of the class and our teachers. We will be happy to do a Zoom class for your child if the situation arises.
- We will be continuing with hand sanitisation and ventilation in all classes.
- We encourage that all students take regular lateral flow tests so as to keep our dance environment a safe and Covid free space !

Please be aware of our new procedures below:

- You may not attend lessons if you develop or have symptoms of coronavirus. This includes: persistent cough, high temperature or fever, sore throat, loss of taste or smell.  
*Please see below for further information with regards to "In the event that someone in the class develops symptoms of COVID-19"*



- We shall be operating a safe entrance & exit system at all of our venues. This will be coordinated by your class teacher. We ask that you maintain social distancing whilst waiting & please be patient with us during drop off & pick up times.
- Only one parent is allowed to queue with their child and we request that those parents wear a face mask.
- As restrictions are gradually being lifted, we still ask that parents do not enter the studio/ venues unless under exceptional circumstances - please contact via email [hello@phillomenadanceschool.co.uk](mailto:hello@phillomenadanceschool.co.uk) if you have any questions or concerns or you may make an appointment to speak with someone.
- Please wait outside the studio/ venues or in cars until we can safely welcome you/ your child in.
- We are no longer testing everyone's temperature with a non-invasive thermometer on arrival but, we reserve the right to test if we are asked to do so by the government.
- We will continue to sanitise the hands of our students on arrival & sanitise on their way out. Please let us know of any allergies your child may have towards hand sanitising. We also request that you/your child has with them their own hand sanitiser.
- As restrictions ease - our class numbers will increase. We will continue to ensure that the teachers & students feel comfortable with their class sizes.
- Due to self isolating - we are happy to offer (when technology allows) to offer "Blended Learning" – we can stream the physical class live to your front room!
- PPE equipment may be worn by choice.
- Children may only attend classes in full uniform & bring with them: dance shoes and a drink - no bags or unnecessary items are needed. Coats/jackets are ok if they are needed, please avoid where possible.
- Dancers will have allocated dance space to adhere to social distancing.
- We will leave windows and doors (where possible) open for ventilation



- New risk assessments have been issued to comply with COVID-19 – all teachers have a copy in their files, it is also displayed in our Information Pack and also available to view on our website.
- Signage for guidance is displayed within the venue to remind all users about safety.
- Staff have been supplied with cleaning facilities to sanitise between each class.
- The use of equipment will be limited and if used will not be shared and will be fully sanitised afterwards.
- We advise students to shower after class to avoid any unnecessary spreading.
- We will use current data to assist track & trace. Please let us know if you object to this. Although it is advised, it is not mandatory so please let us know if you'd prefer to opt out.

**In the event that someone in the class develops symptoms of COVID-19** and/or if a child/member of staff or their families display symptoms of COVID-19: *See also above for reporting cases to track & trace.*

- The child/member of staff should get tested straight away (testing is a Government requirement)
- The school will communicate with other parents and staff in the class to inform them that a child/member of staff has symptoms and is being tested
- The identity of the individual will remain confidential
- Other staff and parents will be asked to stay alert for symptoms, but do not need to shield
- Children and staff can continue to come into school
- Important: Parents MUST NOT administer Calpol (or similar medicine) before bringing their child to school to mask a high temperature.



**If test is positive:**

- The result must be shared with the school and the school will share this information with parents and staff in the class
- All staff and children from the class will be advised to follow the stay at home guidance (currently 14 days for all in bubble, 7 days for infected person, 14 days for infected person's household)

**If test is negative**

- The result must be shared with the school and the school will share this information with parents and staff in the class.
- The class stays open.
- The symptomatic staff or child returns only after they are well enough - no longer experiencing any symptoms

Testing: There is a requirement that staff/children and their families displaying any symptoms of COVID-19 must be tested straight away. The test can be booked online: <https://self-referral.test-for-coronavirus.service.gov.uk/test-type>