



## Social Distancing Policy

This policy is a list of safety measures that have been put in place to reduce and protect each other from transmission of coronavirus (COVID-19) within the studio.

We must all do our part to ensure risk is minimized to its maximum and to establish a routine that will enable us to continue to remain open.

Please adhere to the following:

1. Upon entering the school you will note a new “one way system” is now in place. Please keep a 2m distance while inside the studio and only 2 people on the spiral staircase at any one time.
2. There is a hand sanitising station at the top of the stairs, you must use this and have a temperature check. You will also be asked to sign a screening checklist, we will keep this on file for 21 days and it will be discarded thereafter via shredding.
3. Teachers and students will be asked to wear masks in most cases, and where this is not possible, a further distancing will be enforced.
4. PLEASE BRING YOUR OWN MASK. CDS has a limited supply of masks if you do not have one.
5. Payment must be made prior to your lesson via either BACS or Card Payment only.
6. Please do not enter the studio more than 10minutes before a one to one lesson, and no more than 5min before a group class. You may be asked to wait to outside if you are too early, so please dress appropriately for the weather conditions.
7. **DROPPING OFF:** There will be limited space available in the reception area for pick up of children under the age of 7 years. The area will be marked so as you can safely keep your distance. Anyone dropping off a child over the age of 7 but still needs to accompany them up the spiral staircase, must sanitise and then exit immediately via the one way system.
8. **COLLECTING EXIT: Is via the loading bay.** This is an area that you **CANNOT park or wait in your car - DO NOT DRIVE IN AND WAIT under any circumstances** - It is a small area accessed by a narrow residential road. Ticketing is in effect in this area and only allocated pass holders may park. You may however stand and wait outside this exit but remember this is an active car park so please be careful. We cannot allow children to leave the premises unaccompanied. Please be on time.

9. Please bring your own water bottle or vessel.
10. Please come dressed and ready to have your lesson. Try to ensure that you have made use of toilet facilities prior to coming to the studio. There will be limited use of the toilets, and only one cubicle available if needed.
11. The studio will have hand sanitising stations in various spaces around the studio, on a one to one lesson, there is a sanitising station specifically dedicated for you along with a socially distanced seating area where you can change your shoes and prepare for your lesson.
12. Group classes: Classes will be limited to 20 people. Please see point 6.
13. If you are unwell or are displaying symptoms of Coronavirus (COVID-19), these include high temperature, and/or new continuous cough, shortness of breath please do not come into the school and seek to self isolate or contact 111 for testing. Avoid non-essential contact where possible.

Please familiarise yourself with these guidelines as they will be in effect for the foreseeable future and you may be refused entry into the school if there is failure to adhere to the above policy.

Please know that we are here to help you with this guidance and will regularly review these processes according to on-going Government guidelines. If you are unsure with any of the above please ask your teachers, as they will ALL have been briefed in full.

Thank you in advance for your understanding.

Caterham Dance School