



Epidemic and Pandemic Policy (COVID - 19)

Frogmore Dance School intends to use this policy to provide precautionary measures to minimise transmission risks of disease in the setting during an epidemic or pandemic.

Legislation and leading authorities which have guided and influenced this policy are: Coronavirus Act 2020, Health and Safety at Work Act (1974), Health and Safety Executive (HSE), Government Briefings, Public Health England (PHE) and World Health Organisation (WHO).

Aim of Policy

This Policy defines and assists the operating arrangements in place within the Dance School that assures compliance to the Government and leading bodies requirements with relation to the outbreak of a pandemic such as Covid19. This information builds upon our current procedures for areas such as Safeguarding, Child Protection and Equal Opportunities, however new practices may emerge as the situation continues. The policy and considerations may evolve and be built upon as the situation deepens and new precautionary measures have been introduced and practices have been reflected upon.

Method

As dance education providers we ensure to offer a continuum of very high standards of practice of wellbeing and safeguarding. The fundamental principles to be outlined in this policy are set out to ensure good hygiene are implemented as well as avoiding coming into contact with infected children and adults or anyone displaying symptoms. It states the protective measures put in place for children, parents and staff as best as possible to ensure the risk of transmission is reduced. We will continue to follow our other policies as long as they do not conflict with this policy and be guided by the government as best as we can. The main areas we will be considering are:

- Minimising contact with individuals who are unwell
- Maintaining personal and respiratory hygiene
- Ensuring cleanliness of the environment
- Minimising general contact and mixing

Focus/ Areas of Consideration / Recommendations

Students

Attendance

- Only children who are symptom free or have completed the required isolation period, or received a negative test result, should attend classes.
- Students with illness or virus symptoms must not attend class in person. They may partake on Zoom if they feel well enough.
- Extremely vulnerable children should continue under government advice (to shield).

Physical Distancing/grouping

- Students can only attend classes they are booked onto.
- Students will have the same teacher throughout class to limit the amount of people they come in contact with.
- Students will be given a marked space to dance in that complies with social distancing guidelines.
- The use of communal internal spaces should be restricted as much as possible. We will encourage students to go to the toilet before class at home and close the changing room and kitchen area.
- Uniform should be worn to the building so no changing is necessary.

Wellbeing and education

- Students should be supported in age appropriate ways to understand the steps they can take to keep themselves safe including regular hand washing, coughing into an elbow, using a tissue and adopting a catch it, kill it, bin it regime.
- Students should be supported to understand the changes and challenges they may be encountering as a result of Covid-19 and teachers need to ensure they are aware of children's attachments and their need for emotional support at this time.
- Students will be encouraged to bring their own named water bottle. Bottles of water will be available on site, should a student need a drink who has not bought their own. They will then remove this from the building upon leaving.

Teachers

Attendance

- Teachers should only attend the Dance School if they are symptom free, have completed the required isolation period or achieved a negative test result.

Physical distancing/ grouping /safety

- Teachers will complete a risk assessment before opening to address any risks from the virus, ensure sensible measures are in place to control risks.
- Teachers to be informed of measures in place and sign a disclaimer to state they have read and understood the Dance School policies and procedures.
- Face coverings should not be worn while partaking in physical activity.
- Teachers should wash their hands between each class and cleaning routine.

- Teachers will clean down studio & toilet surfaces between each class.
- The Dance School will Disinfectant Fog areas at the start and end of each teaching day.
- A teacher who may have to support an unwell child does not need to go home unless they are developing symptoms themselves.
- Social distancing must be maintained at all times. In an emergency situation this may be broken if necessary.
- Staff members should avoid physical contact with each other including handshakes, hugs etc.
- Teacher to wear fresh, clean clothes for each teaching day.
- Teachers are advised to take a shower immediately upon arriving home from teaching to remove any germs they may have picked up.
- A isolation room will be provided in the event of a child becoming ill or showing virus symptoms while onsite.

Parents

Physical distancing

- Only parents who are symptom free and or have completed the required isolation periods will be able to drop off or collect their child.
- Parents will not be allowed into the building.
- When parents are waiting to drop off or collect their child, physical distancing should be maintained in a safe area sticking to government social distancing policies.

Communications

- Parents should receive clear communication regarding the role they play in the safe operating procedure and all measures being taken to ensure the safety of their children and themselves.
- Parents should inform the Dance School of their circumstances and if they plan to keep their child away, this helps staff to conform to our safeguarding policy. Classes will be accessible via zoom should a parent not wish their child to attend in person.

Travel

- Wherever possible teachers and parents should travel to Dance School alone, using their own transport or if possible walk.
- If public transport is necessary, current guidance on the use of public transport must be followed.

Hygiene and Health & Safety

Hand Washing

- All students and teachers must sanitise their hands upon arrival and when exiting the building.

- Students and teachers should be encouraged to wash their hands frequently, this includes after visiting the toilet, after sneezing, blowing their nose or coughing into their hand.
- Bodily fluid spills should follow the correct procedures as normal.

Cleaning

- An enhanced cleaning schedule must be implemented.
- Communal area, touch points and hand washing facilities must be cleaned and sanitised between each class and fogged with disinfectant thoroughly at the start and end of hall hire.
- A deep clean may be needed if a student has become ill, including the isolation room.

Waste disposal

- All waste must be disposed of in a hygienic and safe manner following government guidelines.
- Tissues must be immediately disposed of and placed in a bin with a bag, lid and foot pedal.

Risk assessment

- The studio and all activities should be risk assessed before opening or going ahead to address the risks from the virus and due consideration given to any adaptations to usual practice. Sensible measures should be put in place and policies and procedures followed.
- It is expected that would include, but not be limited, to the suspension of props and stickers.

Premises Building

- Keep doors open where possible to ensure good levels of ventilation.

Resources

- Children should not be permitted to bring items from home into the setting unless absolutely essential for their wellbeing or for use in classes, such as, tap shoes and a bottle of water. Anything that is brought in from home should remain in the child's designated area.
- Equipment used by teachers such as stationary, tablets etc. should be allocated to individual teachers where possible and cleaned regularly.

Supplies Procurement & monitoring

- The Dance School should ensure an adequate supply of essential supplies and contingency plans such as additional suppliers are in place to minimise the impact of any shortages of supplies.
- The Dance School will not be able to operate without essential supplies required for ensuring infection control.

Responding to a suspected case

- In the event of a child developing suspected coronavirus symptoms whilst attending class, they should be collected as soon as possible and isolate at home in line with the current NHS guidance.
- Whilst waiting for the child to be collected they should be isolated from others in a previously identified room or area. If possible, a window should be opened for ventilation.
- The area should be thoroughly cleaned, immediately.

- The person responsible for cleaning ideally should be the person dealing with the unwell child.
- In the event of a teacher developing suspected coronavirus symptoms whilst working at the Dance School, they should return home immediately and isolate at home in line with the NHS guidance. They should also follow current testing advice for themselves and their household.

Monitoring of this policy

This policy will be reviewed frequently by the principal in line with government legislation and policies will be incorporated appropriately as and when required or informed.