



BALLET ACADEMY EAST HEALTH, SAFETY AND OPERATIONAL GUIDELINES

The following comprehensive plan has been established to allow Ballet Academy East (BAE) to welcome our students, faculty, and staff back into the studios. This plan outlines how we can return to the studios while mitigating, to the best of our ability, the risk of transmission of the COVID-19 virus.

These policies and protocols are based on guidance from the Center for Disease Control and the NY State Department of Health. The health and safety of our students and employees is of paramount importance to Ballet Academy East. We are fully committed to continually updating and revising this plan as new information about the virus becomes available.

COMMUNITY GUIDELINES

The Health of our BAE Community is a responsibility we all share. Our ability to conduct in-person learning rests on our collective commitment to be diligent regarding all the new policies and procedures as well as personal health and hygiene.

Stay Home if Sick or Exposed.

Students, parents, caregivers, faculty, and staff should stay home if they have any of the following symptoms:

fever, cough, sore throat, nausea, vomiting, diarrhea, extreme fatigue, body aches, shortness of breath, rash or lost sense of taste or smell. If you are experiencing any of these symptoms, consult your medical professional immediately.

If a student, parent, or anyone in your home has been diagnosed with COVID-19 or has been notified by the NY Department of Health that they were in contact with an individual infected with COVID-19, you must notify BAE at once.

Visitor Rules

Visitors are not allowed on the premises without direct permission from a school official and a scheduled appointment.

GENERAL SCHOOL GUIDELINES

Face Masks

Masks must be worn by all students, parents, caregivers, faculty, and staff at all times, when entering 1651 Third Ave. Students, parents, caregivers, faculty, and staff are expected to supply their own masks. Disposable face coverings will be available at the front desk for anyone who arrives without one.

**Please stay tuned for updates on our mask policy as new CDC guidelines become available.

Hand Hygiene

Hand sanitizing or washing is required before and after class. Hand sanitizer stations are available throughout BAE as well as soap and paper towels in the bathrooms.

Enhanced Cleaning, Disinfection, Ventilation, and Studio Capacity

Enhanced cleaning protocols have been implemented throughout BAE. Surface treating technologies such as electrostatic equipment with CDC approved disinfectants will be utilized to sanitize our studios. The entire premises will be deep cleaned and disinfected each evening.

Indoor air quality has been improved with the installation of two REME HALO® in-duct HVAC air purifying systems and every studio has been equipped with an EnviroKlenz UV-C air purifier with an air exchange rate of 10-15 time per hour. Window exhaust fans are installed in every studio, and we will open the windows to maximize the flow of outside air if weather conditions permit.

The occupancy capacity of BAE has been reduced to meet or exceed all federal and state guidelines.

STUDIO OPERATIONS

Arrival and Class Procedures

Be sure to arrive no more than 15 minutes prior to the start of class.

Health Screenings

ALL VISITORS to BAE will be required to complete an online daily wellness survey upon entering BAE. We will be using the HealthCheck app for this purpose. Anyone not passing the HealthCheck will be asked to leave.

Dressing Room and Bathroom Facilities

- Dressing rooms are available for quick changes.
- Students are encouraged to arrive already dressed for class.
- BAE's water fountains will not be operational. Students should bring their own water bottle into class.

Class Size

- Maximum class size in studio 1 is 14 students.
- Maximum class size in studios 2-5 is 16 students.

Young Dancer, Primary, and Enrichment Division Procedures

- Parents may wait on the benches during class.
- Each Young Dancer Division child must have a parent or caregiver on hand during the class, ready to assist their child if needed. Primary and Enrichment students may be dropped off. Parents do not need to wait on the premise.

Pre-Professional Division Procedures

Parents/caregivers may drop off only and not wait at BAE.

Ten minutes prior to the end of class, parents/caregivers may enter BAE to pick up their child.

Adult Division Procedures

- Be sure to follow all health and safety guidelines stated in this document, including mask-wearing, social distancing, health reporting, quarantining, etc.
- Students should arrive no more than 15 minutes prior to the start of class.
- Students must exit the studio immediately after class and leave BAE no more than 10 minutes after class.
- If you are taking a class that requires a mat, you will need to supply your own.

COVID-19 PROCEDURES

We will closely monitor the latest developments regarding COVID-19 to ensure that we are continuing to follow appropriate recommendations from health authorities to maintain a safe environment.

If Someone Becomes Sick at BAE

- If a child (under 18 years of age) becomes ill while at BAE, the child will quickly be brought to an isolated area. BAE staff will contact their parent or guardian to take the child home.
- If an employee or an adult student becomes sick at BAE, the employee or adult student will leave the building immediately.

COVID-19 Reporting and Privacy

- If you or your child have been to BAE and have then tested positive for COVID-19 within 10 days of your last visit, please notify the school immediately by emailing info@baenyc.com. Please include the date of the positive test and the onset of symptoms (if applicable).
- BAE will immediately notify any students, parents, faculty, and staff who came into contact with the infected person.
- The sick person's identity will be kept confidential.

COVID-19 Exposure

If any member of our community comes into contact with someone who has tested positive for Covid-19, they must follow the most current CDC instructions for quarantine as listed here:

<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

Returning to BAE Following Illness and Quarantine

Anyone who has been tested positive for COVID-19 may not to return to BAE until they have met the CDC criteria to return to normal activity as listed here: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html>

Returning to BAE Following Travel

Click here for the most updated and detailed travel guidelines: <https://coronavirus.health.ny.gov/covid-19-travel-advisory>

Domestic Travel: Asymptomatic travelers entering New York from another U.S. state or territory are not required to test or quarantine.

International Travel:

- Get tested within 72 hours of departure.
- Quarantine upon arrival.
- Test 3-5 days after arrival.
- Once you have a negative test result you may end quarantine and enter BAE.

COMPLIANCE WITH HEALTH AND SAFETY PROTOCOLS

Ballet Academy East is responsible for ensuring that all occupants of our space have been provided with clear and thorough instructions regarding BAE's health and safety practices. Please be informed that any person who fails to comply with the health and safety protocols set by BAE will be asked to leave the school.