



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. 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.

COVID-19 Vaccination Requirements:

COVID-19 vaccinations are required for everyone, 12 years of age or above, including students, faculty, pianists, and staff, as well as parents, caregivers and visitors planning to enter BAE.

COVID-19 vaccinations are required of all current Pre-Professional Division students, in Levels 1-10.

At this time, we are not requiring COVID vaccines for our Young Dancer, Primary and Enrichment Division students between the ages of 5-11, although we strongly encourage everyone eligible to get vaccinated. Enrichment students turning 12 during the 2021-2022 school year must be fully vaccinated within 60 days of their birthday.

The criteria to be considered fully vaccinated is two weeks after the second shot of Pfizer or Moderna or the one-shot of J&J. If you have had your first dose and have scheduled your second, or if you are in the midst of the two-week post-vaccine period, you may enter BAE provided you present a weekly negative COVID test until the time that you are considered fully vaccinated.

We encourage everyone eligible to receive their booster, please take advantage of this extra protection.

Students and Staff: Provide proof of being fully vaccinated by submitting the BAE Proof of Vaccination Form. You should have received the link by email. Please contact info@baenyc.com if you need to request the link to the form. Your proof of vaccination will be noted on your account, and you will not need to present it each time you come to BAE.

Parents, Caregivers, and Visitors over age Twelve: You must show either your Excelsior Pass or vaccine card to the Front Desk Staff each time you come to BAE.

Requests for exemption to BAE's COVID-19 vaccination requirements will be considered but are not guaranteed. Please email kaileigh@baenyc.com if you wish to begin the Exemption Request Process. Anyone granted an exemption will be required to provide a weekly negative COVID test to enter BAE.

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.

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 all federal, state, and local guidelines.

STUDIO OPERATIONS

Arrival and Class Procedures

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

ALL VISITORS to BAE should please stop at the front desk upon arrival. Be sure to have your mask on prior to entering the building. If you are twelve years of age or above and do not have your Proof of Vaccination on file, please present it to the front desk staff. Entrance to the school will not be granted without this information.

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.

Young Dancer, Primary, and Enrichment Division Procedures

- Young Dancer Division, Primary and Enrichment students may be dropped off. Parents/caregivers do not need to wait on the premises during class.
- Parents may wait on the benches during class, except on Monday through Thursday, 3:00-4:30 PM when it is drop-off and pick-up only.
- If your child attends class on a "drop-off/pick-up only day", you will receive a list of dates when you will have the option to stay and watch class from the observation windows.

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.
- Students may not arrive more than fifteen minutes prior to the start of class.

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.

Entering BAE Following Illness and Quarantine

Following COVID-19 illness, students must meet the CDC quarantine criteria before returning to BAE. This includes, no symptoms and ten days elapsed since symptoms first appeared. A negative COVID-19 test result does not reduce the 10-day isolation period. The link to review the CDC criteria for ending quarantine is: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html>

Following non-COVID illness, students must have no symptoms and be fever-free for 24 hours without the use of fever reducing medication

A doctor's note is required to return to BAE following any illness.

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>

- Vaccinated students and students who tested positive for COVID-19 with a viral test within the previous 90 days **and** has subsequently recovered **and** remains without COVID-19 symptoms do not need to quarantine after exposure.
- Unvaccinated students may choose one of the following quarantine options:
 - Quarantine for 10 days without testing
 - Quarantine for 7 days and submit a negative test result (test must occur on day 5 or later)

Please note: Students who have received one dose of the COVID19 vaccine are not considered fully vaccinated.

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.

Entering BAE Following Travel

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

Fully Vaccinated People Traveling Domestically or Internationally:

Domestic Travel:

- You do not need to get tested or self-quarantine if you are fully vaccinated or have recovered from COVID-19 in the past 3 months.
- Self-monitor for COVID-19 symptoms; isolate and get tested if you develop symptoms. You should still follow all other travel recommendations.

International Travel:

- Get tested within 1-3 days of departure.
- Wear a mask throughout your travels.
- Test 3-5 days after arrival.
- Once you have a negative test result, you may enter BAE.

Unvaccinated People Traveling Domestically or Internationally:

- Get tested within 1-3 days of departure.
- Wear a mask throughout your travels.
- Quarantine upon arrival for 7 days.
- Test 3-5 days after arrival.
- Even if you test negative, stay home and self-quarantine for the full 7 days.
- Once you have a negative test result and have completed your seven-day quarantine, you may enter BAE.

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.

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.