

AN UPDATE FROM HAMILTON DANCE FOLLOWING THE EASING OF LOCKDOWN RESTRICTIONS IN JULY 2021.

Following the ease of restrictions from Monday 19th July 2021 the school has renewed our policy as detailed in this update.

Our priority, as always, remains the safety of our staff and pupils and as such many of the measures we already have in place will remain unchanged. We will only be removing restrictions if it is completely safe to do so and following an update to our Risk Assessment I can announce the plans for the foreseeable future.

Our assurances to you to keep our team and pupils as safe as possible:

RISK ASSESSMENT

We have updated our COVID-19 risk assessment and shared the results with the people who work at the school.

CLEANING

We will continue to have cleaning, hand washing and hygiene procedures in line with guidance.

MANAGE RISK

We will do everything practical and reasonable to manage the transmission risk.

In response to the COVID-19 pandemic we introduced a number of new measures to ensure the safety of everyone who attends Hamilton Dance. This has been updated following the easing of restrictions on July 19th but we do still have a number of measures in place for the safety of our pupils and staff.

We will be keeping in place:

- Enhanced cleaning regimes of touch points
- One-way systems in and out of classes
- Hand sanitising upon arrival to class
- Ventilation of rooms
- Restrictions on who can enter the building - parents will not be permitted to enter the building

Easing of Restrictions:

- Larger class sizes are now permitted
- Changing rooms will be available for changing uniform between classes where necessary but not for congregating or eating snacks (no parents permitted into changing rooms)
- Pupil/Teacher contact is now permitted
- Social Distancing is no longer required in classes

Please take some time to read through the following information which details how we will be implementing the above and as always if anyone has any queries or concerns please do not hesitate to email info@hamiltondance.co.uk. Please rest assured that our first priority is the health and safety of your children, you and our staff.

Anneliese x

Cleaning/Hand Sanitising/Ventilation/Toilets

1. Enhanced cleaning of contact points eg. Door handles, toilet flushes, taps and light switches will continue.
2. Children and staff will be expected to wash their hands at regular intervals throughout the day, on arrival at the school, after using the toilets and when leaving.
3. Hand Sanitiser units are available at all entrance and exit points throughout the building.
4. Ventilation is now considered crucial in preventing the spread of the virus and as such we will continue to ventilate the rooms. This may mean that over the winter months the rooms are colder than usual and we would advise the wearing of a dance cover-up or cardigan for classes.
5. Toilet Facilities will be limited to one child at a time and under no circumstances will any adults or non-class attendees (siblings) be allowed in to use the facilities.

Control Measures and Your Responsibility

1. When an individual develops COVID-19 symptoms we ask that you follow the current guidance and do not send them into class.
2. Following a positive PCR test we are unable to allow the individual to return to class until the 10 day isolation period has been completed.
3. Be aware that symptoms of the DELTA variant differ to the original virus and include D+V and common cold symptoms.
4. If your child or anyone in your family starts to display symptoms you must pick up your child immediately and follow current government guidelines with regards to isolating and testing.
5. In the event that a child shows any COVID-19 symptoms whilst at the dancing school the staff will take them to an area where they can isolate and we will call you to collect immediately.
6. It is advised that all 11-18 year olds should be testing using a lateral flow test kit twice a week. Regular testing will help to identify the virus in some who may be asymptomatic.

Restrictions on who can enter the building

1. It is expected that only one adult will attend to drop off and collect your child at the designated times.
2. The one-way system will remain in place and parents should continue to drop off and wait in the designated areas to collect as before.
3. We do not have an indoor area large enough to safely accommodate all parents at drop off and collection time so we will continue to operate a **NO PARENTS IN THE BUILDING** policy.
4. Parents of new starters aged 5 and under will be permitted to enter the reception area to drop off but will not be able to sit in.
5. A supervising adult or chaperone will ensure all the children in the class are safely escorted to their class and then returned to parents afterwards in the pre-advised collection area.
6. In the event of a child being extremely anxious at the thought of this we will obviously operate a common sense approach but we ask that parents please respect our position and responsibility to the children and staff of the school.
7. Parents of children who attend our **PRE-SCHOOL CLASS** will be allowed into the room with your child but **MUST JOIN IN** with the class. In the event that a parent is unable to join in we will request you please wear a mask and take a seat in a socially distanced position in the room. This will only be in operation for your child's 3 week trial to help 'settle in'.
8. As part of the settling in process any new starters who are concerned about being in a strange venue will be invited to have a look around the venue at a pre-arranged meeting to help you and your child familiarise yourselves with the school.
9. If you need to leave a message for a teacher throughout the week or on a Saturday you will be permitted to call in to see Aliyah or Mrs Aisbitt. Please do not treat the kitchen area as a meeting point and consider whether your enquiry could be dealt with via email before calling in.

Class Settings

1. Our timetable of classes will be released during the Summer Holidays and we are delighted to be able to resume our extensive range of classes
2. Children will no longer need to be in reduced class sizes and in 'bubbles' which has meant we can now integrate the year groups a little more and will also open up extra places to new starters.
3. We will still operate maximum class sizes in line with general safe practice and our Acro classes in particular will be capped at 20 per class.

Moving Around the Venue/Use of Changing Area

1. Whilst your child is under our supervision they will be escorted between rooms if necessary by the supervising adult or chaperone.
2. Changing rooms will be available for changing uniform between classes where necessary but not for congregating or eating snacks (no parents permitted into changing rooms).
3. Individual groups will be taken to the changing area to change and supervised until the start of the next class.
4. Access to the individual rooms will continue to be through the fire exits to minimise the passing of children through a communal area. This will mean your drop off point will be the fire exit for your child's first class and your collection point will be the fire exit for your child's last class of the day.
5. Where a changeover of rooms is required between classes we may use the internal corridors in the main building. Children will be supervised by an adult or class assistant during this changeover.
6. We advise that children have suitable clothing and footwear to wear during the changeover between classes. Sliders over ballet shoes work well as they can be slipped on and off quickly and don't forget a jacket or hoodie.
7. In the event that you are unable to collect your child on time please ensure you make every attempt to let us know you will be late.

Teachers

1. Dance as a discipline requires a great understanding of the body and its workings. Parents should be aware that to assist in developing your child's awareness of their bodies in relation to dance, the teachers will from time to time need to use physical contact when working with the pupils. We are now permitted to offer physical support when learning new skills.
2. We will still continue to operate a policy of no parents in the building which means that any teacher/parent conversation should be limited to emails or by leaving a message with Aliyah throughout the week or Mrs Aisbitt on a Saturday. In the event that you need to discuss something urgently please mark your email as urgent and someone will be in touch at the earliest opportunity. Email the school on info@hamiltondance.co.uk.

What to Wear/Bring with you to Class?

1. Please arrive to class in your uniform for class with a hoodie or light jacket that can be placed in your bag.
2. Dance Shoes for all your classes that day should be in your bag along with your drink and any snacks.
3. Bags will be taken into class and shoes will be swapped between sessions
4. Where time allows we will allow the children to change into the relevant uniform in the changing area but if there isn't time then please make sure you are dressed appropriately for class. Ballet uniform should always be worn for Ballet classes (no exceptions to this rule).

Additional Efforts by Hamilton Dance

1. Registration for all classes will now be online using our new Parent Portal and Registration Form.
2. Queries will be dealt with via email and where necessary if a parent needs to discuss anything a telephone appointment will be made available.
3. Our uniform ordering process will continue online using Google Forms. The form will be completed electronically and submitted and then an invoice will be emailed to you for full payment.
4. Payments for term and exam fees and uniform items where possible should be made via Bank Transfer or using our new Card Machine facility. Cash will still be accepted but will not be taken unless it is in an envelope clearly marked with your child's name and the correct amount must be handed in. For uniform payments by cash the correct amount must be handed in prior to the order being made.