

COVID-19 POLICIES AND PROCEDURES

At CCB we are dedicated to protecting the health and safety of our students, staff and faculty. CCB is self-certified with the state Department of Economic and Community Development and we are committed to complying with the state's sector guidelines at all times. We will be monitoring the ever-changing information and status of Covid-19 in our community, state and country and our procedures and requirements will remain fluid, flexible and will shift as needed to keep our CCB students, staff and faculty safe.

Our **CCB SAFE STUDIO STRATEGIES** place the highest level of priority on the following key areas:

- ✓ Face Masks
- ✓ Sanitizing and Disinfection
- ✓ Fresh Air Ventilation
- ✓ Capacity/Density Reduction
- ✓ Distancing

Class Schedules:

We may be required to shift to a hybrid or online only system at any time throughout the semester. If this happens, all classes will continue to be held and the class schedule will remain the same. All students are expected to attend their registered classes.

At Home Dance Space:

In order to prepare for the possibility of hybrid or fully online/at home training, families should think about creating a safe and functional dance area at home. The CCB Artistic Directors are available to assist with recommendations for flooring, barres and more.

Tuition:

Tuition will remain the same for in-studio, hybrid, and online training options. CCB does not offer tuition refunds for missed classes or withdrawals from our program. Registered students are responsible for and must pay the full tuition for the entire semester regardless of training model (in-studio, hybrid, online).

STUDENT REQUIREMENTS FOR ATTENDING CLASSES AT CCB:

- Students who are attending in-studio classes and their family members should continue to follow all local advice on social distancing and limit exposure outside of the home when possible.
- CCB students and family members are expected to adhere to the state of CT travel advisory and must self-quarantine for a 14-day period from the time of last contact within any identified state that is on the CT Travel Advisory list.
- Students should only come to the studio if feeling completely well with no symptoms of illness.
- Students should not come to the studio if anyone at home or anyone they have recently come in contact with is ill. Remote training is always available to students in these circumstances.

CCB STUDIO FACILITY PROTOCOLS:

- All areas of the building that are being used for classes and all equipment and frequently touched surfaces will be cleaned and disinfected regularly.
- All doors in the building will be opened before and during the time that the studio is in use. High velocity fans have been placed at the doors to bring fresh air into each studio *Please be aware that the studio may be much warmer or much colder than usual. Students can wear warm-ups on cold days.
- Windows in the building will be opened and fans have been installed in windows to both bring in fresh air and exhaust air out of the building.
- The barres will be wiped down and sanitized between each class.
- Bathrooms will be wiped down and sanitized at regular intervals.
- There will be a 15-minute window between all classes to allow for cleaning.
- Hand sanitizer is available at all entrances and in all studios and common areas.

FACE MASKS

STAFF: Staff will wear face masks at all times.

TEACHERS:

-Teachers in Pre-ballet – Primary C classes will wear face masks at all times, both in the building and when teaching class.

-Teachers in Level 1 – Level 5 classes will wear face masks before class and in the building common areas but remove face masks once they are positioned at the front of the studio and they begin teaching class. During class time teachers will maintain a distance of 12 feet or more at all times.

STUDENTS:

-Students in Pre-ballet – Primary C classes and Modern 1 classes will wear face masks at all times.

-Students in Level 1 – Level 5, Modern 2 – Modern 4 and Jazz classes will wear face masks when entering the building. Once students are in their assigned spot in the studio they may remove their mask and place it in their dance bag. Masks will be put back on any time students move out of their designated space (to leave the studio or to move across the floor, etc.)

ARRIVAL AT THE STUDIO:

- Please take your temperature before coming to the studio.
- When you arrive at the studio please line up at your correct studio entrance door. Staff will be present to assist with spacing in line and will tell you when you can enter the building.
- Please wear your face mask when in line and when you enter the studio.
- Students will be admitted into the building one by one.
- Upon entering the building students should use hand sanitizer at the door and then proceed directly into the studio for their class.
- Bring only a small bag and a water bottle (the water cooler is not available at this time). *You can bring these items with you into the studio.
- Parents and siblings are not allowed in the building. You are welcome to wait outside - We have a few new benches or feel free to bring a lawn chair. Please continue to maintain appropriate social distancing while waiting. *Parents of students in Pre-ballet and Primary A are expected to wait outside for your dancer, either in your vehicle or on our grounds.

IN THE STUDIO:

- Students will all be given an assigned spot in the studio. Please bring your bag with you and place it in the designated spot. *Teachers will assist our young students.
- During class, students will remain in their own section at the barre and in their own designated space in the center. Teachers will remain separate from students in the front of the studio.
- If students leave the class to use the bathroom or for some other reason, they must put their face mask back on.
- Students will not come in close contact during classes (no handholding, etc.) and we will not use shared props or items at any time.

EXITING THE BUILDING:

- Students will be released one by one out the same door they entered. Parents should meet younger dancers by their door.