

COVID-19 Handbook

Procedures & Protocols for H&H Dance Academy

Prevention Plan To Keep Our Dance Community Safe

In our studio we know the value of coming together and creating a dance family. Our “new normal” is designed to keep us all safe and encourage dancers to grow in their dancing abilities. HHDA is offering in person and virtual classes to fit each families needs.

All Families must adhere to the COVID-19 policies and procedures. We must be responsible for each other.

This handbook is for reference and is subject to change as the states guidelines and procedures are updated.

For The Students

- Must sanitize hands upon entering the facility, all classrooms, and when exiting the facility.
- A mask is required at all times.
- Must bring their own labeled water bottle to class.
- We encourage using the restroom before coming to class. In addition students need to arrive dressed and ready for class as restroom can not be used for changing.

- Need a labeled dance bag with emergency contact ID on the outside of the bag.
- Will not have access to cubbies. Please only pack what is needed for that specific day.

For The Families

- Families must screen their own dancers for COVID-19 or other transmissible disease symptoms (screening questions will be emailed upon registration.)
- If known exposure to COVID-19 positive person student may not come to the studio until self quarantine for 2 weeks and are symptom free.
- Any person who has traveled outside of the state must follow the MA travel protocols.
- The lobby is closed. Parents must be on time and wait in the parking lot designated area maintaining social distancing while a staff member manages drop off/pick up. Preschool parents will be allowed to transition their dancer into the classroom. Once the dancer is settled, we ask parents to return to their cars until the end of class and follow the pick up procedures.

For The Staff & Faculty

- Will receive training regarding social distancing & hygiene protocol.
- Must wear a face mask and proper hand washing in between class.
- Temperature checks monitored throughout the week and taken on days of work.
- If exposure to COVID-19 positive person staff member may not come to the studio until self quarantine for 2 weeks and are symptom free.
- Any person who has traveled outside of Massachusetts must follow the MA Travel Requirements.
- Faculty/Staff must sanitize hands upon entering the facility, classroom, in between classes, and when exiting the facility.
- Studios will be sanitized in between each class and at the start and end of each day.
- All high contact surfaces will be sanitized frequently.

- Air Filters will be used and staff will monitor the use in each class.
- Attendance will be taken in every class to facilitate contact tracing.

General Information

- Constant communication will be expected from the families to the directors of any known cases after a child has been in direct contact with our facility. If the studio receives a call, all students in direct contact will be notified. Student and family confidentiality will be respected at all times.
- Anyone unable to attend dance class due to quarantining will join us on zoom for the recommended two week period.
- Class size will be limited to follow state guidelines and dancers will be spaced 6 feet apart in their stationary spots.
- Dance rooms will have clearly defined 6x6 ft square spacing marked on the floor.
- Acro mats will be sanitized before and after each use.
- Props, if used will be sanitized before and after each use.

- Dancers may be required to provide their own materials for certain classes.
- Each student must have an ID tag on their dance bag with emergency contact name and number listed.

All families must complete and sign a COVID-19 policy waiver.

At H & H Dance Academy health and safety are priority. To ensure this all policies and procedures listed will be enforced. If a student, family member, faculty or staff member is unable to abide to the policies they will be unable to participate until such procedures and policies are followed.

Together we can keep our dance community safe.



