

Ballet Chelsea COVID-19 Preparedness and Response Plan

Prepared by Covid-19 Response and Readiness Team and
approved by the Ballet Chelsea Board of Directors

Purpose:

The following Ballet Chelsea Preparedness and Response plan will be utilized by Ballet Chelsea Board and Staff to begin in-person rehearsals and/or performances in compliance with State of Michigan Executive Orders.

Ballet Chelsea Executive and Board created a Covid-19 readiness team to develop this Plan to reopen the Ballet Chelsea Studio, 1050 South Main St. Chelsea, MI. 48118.

Reopening Plan Components:

1. Re-opening Plan Outline * *Doc. BC Re-Opening Plan Rev. 1*
2. Ballet Chelsea Board President will work with the Artistic Director on an ongoing basis to monitor and adjust implementation of the Covid-19 Preparedness and Response Plan, seeking Board approval where necessary or appropriate.
3. Staff Policies and Procedures * *Doc. BC Staff Policy Agreement Rev. 1*
 - Use of Personal Protective Equipment
 - Maintaining Social Distancing
 - Training, Communication and Reevaluation of Plan Expectations and Requirements
4. Student Policies and Procedures * *Doc. BC Student Policy Agreement Rev. 1*
 - Use of Personal Protective Equipment
 - Maintaining Social Distancing
 - Training, Communication and Reevaluation of Plan Expectations and Requirements
5. Liability and Indemnity Agreement Covid-19 * *Doc. BC Liability Waiver Covid-19 Rev 1*
6. Students and staff will undergo a health screening each time they enter the studio; sick students or staff will be sent home and will not be allowed to return until cleared by a physician. * *Doc. BC Student Policy Agreement Rev. 1*, * *Doc. BC Staff Policy Agreement Rev. 1*
7. Health Screening Documentation * *Doc. Health Screening Student Log Rev 1* & **Doc. Health Screening Staff Log Rev 1*
8. Any student or staff quarantined due to illness may participate in virtual classes until cleared by a physician to return for in person classes. Virtual class offerings will be available for our youngest students (ages 3-6) and for students with health issues or concerns for safety. * *Doc. Health Screening Student Log Rev 1* & **Doc. Health Screening Staff Log Rev 1*
9. If a student or staff member learns that they have Covid-19 and were present in the building while potentially contagious, the student and/or staff must notify the Ballet Chelsea Staff, and
 - the studio will be immediately be closed for cleaning
 - other students and staff who may have been exposed will be notified, and
 - all classes will be shifted to virtual.



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Ballet Chelsea Re-Opening Phase 1

Calendar:

June 25: Registration Opens for July 6 Summer Session

July 13: SDI Registration Opens

July 6-July 25: Summer Session, Virtual & In Person

August 3-7 Week 1, SDI

August 10-14 Week 2, SDI

August 17-21, Week 3, SDI

Sunday, Aug. 22 Performance Company Auditions

Preparation Schedule:

Monday & Tuesday, 6/29 & 6/30: Preparation of Studio A and the common areas including measuring, taping marks on the floor, finishing rigorous cleaning, minor repairs.

Wednesday, July 1: Final cleaning of the space; walk through with staff.

July 6-25 Summer Session: Curriculum

Please see Ballet Chelsea schedule for detailed list of class offerings. In addition to Virtual classes, the following classes will be held in person for older dancers ages 12 & up in Studio A. Reduced class sizes and social distancing will be maintained

Monday, 4-5:45 Ballet & 7/8, Annie Spellman, Studio A

Tuesday, 10:30-12:15 Ballet & Pointe 4/5, Wendi DuBois, Studio A

Wednesday, 10:30-12:15 Ballet & Pointe 6, Wendi DuBois, Studio A

Wednesday 6-7:45 Ballet 7 & Pointe 7, Caitlin Burke, Studio A

Thursday 9:45-10:15 Conditioning, Jean Delwiche, Studio A

Thursday 10:30-12:15 Ballet & Pointe 7/8, Wendi DuBois, Studio A

Thursday, 6:30-8:15 Ballet & Pointe 6, Annie Spellman, Studio A

Friday 5-6:45 Ballet & Pointe 7/8, Aja Brandmeier, Studio A

Saturday 11-12:45 Ballet & Pointe 7/8, Aja Brandmeier, Studio A

August 3-27 Summer Dance Intensive

Aug. 3-7 Week 1- Session 1, 9:30 AM – 12:30 PM.

Session 2, Afternoon 1:30 PM - 4:30 PM

Aug. 10-14 Week 2- Session 1, 9:30 AM – 12:30 PM.

Session 2, Afternoon 1:30 PM - 4:30 PM

Aug. 17-21 Week 3- Session 1, 9:30 AM – 12:30 PM.

Session 2, Afternoon 1:30 PM - 4:30 PM



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Ballet Chelsea Re-Opening Phase 2

September 8 - Fall Session

Please see Ballet Chelsea schedule for detailed list of class offerings. In addition to Virtual classes, Ballet Chelsea will be offering classes in Studios A, B and C. Reduced class sizes and social distancing will be maintained.

September 8 – October 16 Fall Fairgrounds Session 6-week session. Registration 8/17/2020 AM

Ballet Chelsea classes for the 2020/2021 season will include 4 sessions, 7-weeks per session. The Ballet Chelsea 2020-21 calendar has built in buffer weeks and longer holiday breaks to allow for greater flexibility in response to local or state outbreaks of Covid-19 or changes in guidance from governmental agencies.

Facilities Cleaning Schedule:

1. Public areas and furnishings, including bathrooms, reception area and other common areas, and studios, will be cleaned daily by Cleaning, Teaching, and Administrative staff * *Doc. BC Cleaning Procedures and Assignments Rev 1*
2. Each instructor wipes down classroom barres, door handles, stereo equipment at the end of each class. * *Doc. BC Cleaning Procedures and Assignments Rev 1*

Studio Student Procedures and Policies:

1. Students may not enter the building more than 10 minutes before scheduled class time.
2. Students must wear masks to enter the building; they should bring 2 masks and a resealable container to use in each class.
3. Students will participate in health screening before entering the common area. * *Doc. BC Student Policy Agreement Rev 1 and * Doc. Health Screening Student Log Rev 1*
4. Students will be assigned a number to be associated with a spot in the common area and a barre spot in the studio. Students will place their belongings on designated common area spot, gather their dance gear and immediately enter the studio to take their spot at the barre, with 10 feet of distancing.
5. Students must wait their turn to use the bathroom; only one at a time in each bathroom.
6. The drinking fountain will be taped off; students must bring their own water bottles.
7. No food or eating will be permitted in the studio.
8. Students will take class in masks.
9. Teachers will stay 10 feet away from students at all times and students will stay 10 feet away from each other at all times.
10. At the end of class, the teacher will accompany students into the common area while students collect their belongings and get dressed.
11. Teachers will monitor student behavior in the parking lot to make sure distancing continues.
12. After students leave, teachers will clean surfaces and barres in the studio.
13. Hand sanitizer and disinfectant supplies will be provided.

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Supporting Safety Plans and Protocols in Place:

*See attached liability waiver * Doc. BC Liability Waiver Covid-19 Rev 1*

*See attached parent / student policy agreement * Doc. BC Student Policy Agreement Rev 1*

*See attached staff policy agreement * Doc. BC Staff Policy Agreement Rev 1*

*See attached health screening log for student * Doc. Health Screening Student Log Rev 1*

*See attached health screening log for staff *Doc. Health Screening Staff Log Rev 1*

Studio Staff Procedure and Policies:

Please reference document staff policy agreement * *Doc. BC Staff Policy Agreement Rev 1*

Documentation Review:

Documents for all the re-opening of Ballet Chelsea studios can be found at www.balletchelsea.org by logging into the BC Online Portal.

Review and Updating of the Plan:

As additional Executive Orders are issued or altered in ways that potentially affect this plan, a review will be conducted the Ballet Chelsea Board Covid-19 Response Team. Changes or edits will be made to maintain compliance with current Executive Orders and CSD Directives. All changes will be communicated to students and staff via email posted on the website at www.balletchelsea.org.