

# Turning Pointe DANCE

## FAMILY HANDBOOK 2020-2021 SEASON

*We put this Handbook together to provide our current and NEW dance families a tool to help guide you through your Families Dance Journey.*

**Turning Pointe Dance Studio** is located in Hillcrest, Alberta. One of the 5 communities part of the Crowsnest Pass. Our home is a 105 year old historic building. Originally, the Burnett & Cruikshank Store. The store was built in 1913. In 1948 the store became a grocery & dry foods store. The building has been home to Turning Pointe Dance Studios for 11 years now.

Turning Pointe is an established dance studio with over 19 years operating in the Crowsnest Pass & 6 years in Pincher Creek. Our studio was excited to have won the small business of the year award and strives for excellence in teaching & developing dancers our communities & surrounding areas.

Turning Pointe offers three dance studios with classes in ballet, jazz, lyrical, hip hop, tap, pointe, acro, contemporary, pointe, & acting! We offer experienced instructors who have a commitment to updating their own skills and are able to bring creative and current dance skills and knowledge to our studio.

Classes begin at ages 18 months through to Adult! At TPDS we are proud to offer 3 separate programs to suit the needs of all families; Sessional (8-12 weeks with optional performance), Full-Year (September-May programming with optional performances) & Competitive (mandatory 2 ballet classes a week, 1-2 competitions a year). Our studio is proud to offer programming in Acrobatic Arts, Twinkle Star Dance, Acrodance Preschool, Royal Academy of Dance Ballet Exams, & Progressing Ballet Technique.

In our studio Competitive program we participate in dance competitions and festivals around Southern Alberta each year. We have also participated in extracurricular events which have included Disney Dance the Magic, Triple Threat Workshops in Calgary, Los Angeles Dance Workshops, Tara Jean Workshops (SYTYCD Canada season 2 winner) and New York City. We always have exciting and opportunities coming up each year for all our dance students.

# WHAT WE OFFER

**FULL YEAR - YEAR END SHOW PROGRAM** PRODUCED BY TPDS- Year-end show will be held towards the end of MAY of each year. We hold our show at the 'UNIVERSITY OF LETHBRIDGE THEATRE' we feel this is a great opportunity for the children to "show off" what they have learned all year to their parents, friends, and families in a professional and welcoming environment.

Year-end Show students costume rental is done through the studio at the time of registration. This is a non-refundable cost.

- ✦ Twinkle Star to Grade 3 Students is \$42.00 per class (including GST)
- ✦ Grade 4+ Students is \$52.50 per class (including GST)

## Costs Associated with Year-End Show

- ✦ Tickets range between \$18.00-20.00
- ✦ Finale T-Shirt (all students are required to have these t-shirt for our finale of the show) \$18.00-\$25.00
- ✦ Proper tights & shoes- purchased from Classique Dancewear
- ✦ Optional order of the Digital Copy of the Year-End Show- \$40.00-\$45.00
- ✦ Optional order of the Keepsake Memory Program- \$15.00-\$17.00

**FULL YEAR RECREATIONAL PROGRAM** This is an option for families who wish to not have their dancer perform in the year-end show but still want them to have the opportunity to dance in a full-year program. It is our preference & recommendation that students do the year-end show but it is not mandatory. Our 3 program options have the ability to flow between each other. Example: a child can begin in a 12 week session then progress into our full-year recreational program. The following year they can then choose the full-year year-end show program.

**SESSIONAL PROGRAM** Here at TPDS we are proud to offer a variety of programs to suit the needs & interests of all dancers & families. Our sessional program is perfect for the dancer who just wants to DANCE! without the commitment of year-end show, Christmas show or competitions. Sessional terms vary in length between 8 to 12 weeks depending on the time of year. Registration takes place online for all sessional programs. Sessional students who wish to move into the full-year program must make the switch before December of the dance year.

**PICTURE DAY** - before our Year End Show - students will get the opportunity to have their photographs taken by a professional photographer with their class in full costume, hair and make as well as individual photos if chosen by the family. Photo Day is usually the beginning of May.

**COMPETITIONS** - It is mandatory that students wanting to participate in competition attend minimum 1 ballet class a week. The classes attending competition are up to the discretion of the instructor. These events require payment of entry fees for each individual competition and the expense of travel. Competitions usually fall between APRIL & MAY.

**EXAMS** - TPDS offers the opportunity for students to participate in Royal Academy of Dance Exams (R.A.D) for Primary students up to Vocational Exams. Exams are not compulsory but highly suggested, students are chosen at the discretion of the instructor. If students choose not to do an exam they will still move forward with their class as long as they are taking 2 ballet classes a week. NEW FOR THE 2020-2021- We will be introducing acro exams this year.

**CROWNEST PASS DANCE FESTIVAL SOCIETY**- The CPDFS consists of parents supporting their children who are pursuing dance with the Turning Pointe Dance Studio. Due to this all parents automatically become members of the society. Your participation is greatly appreciated and very much relied upon. Through CPDFS we participate in various fundraising activities to help defray the cost of participating in dance festivals and ballet examinations. CPDFS also funds a scholarship for students, which is presented at the Year End Show. We have also funded the installation of new mirrors, lockers and a water dispenser in the studio for our children. We also sponsor the An Evening with the Stars show so that our children have an opportunity to perform their solos, duos and small group dances prior to competition & for our community. If you would like to learn more about the CPDFS please contact your child's class representative or any member of the executive. The executive of CPDFS consists of President, Vice-President, Secretary, Treasurer, Volunteer Coordinator and various Fundraising Directors. These positions are elected at our Annual General Meeting (AGM) at the beginning of each new dance year.

**AN EVENING WITH THE STARS GALA** - PRODUCED BY CNPDFS. This is an opportunity for all our students who have enrolled in Festival Privates with solo, duo, trios or small groups to perform their dances before dance competition in front of our community at the MDM community centre.

# GENERAL INFO

## OFFICE HOURS

Our office will be open to the public for month of September to the middle of October. With COVID protocols, a mask must be worn at all times. Please enter through the BACK DOOR of the studio.

**Tuesday 1:00-3:00 p.m & Thursday 8:30-9:30 p.m.**

## PAYMENT TERMS

Our full term consists of 34-36 weeks of dance. The studio is open for classes from September until June. Our expenses are fixed and the students are charged for the full term regardless of individual absences. Please note that the dance studio will be closed during the Christmas & Family Week breaks and this is not included in the figure of the 34 weeks.

## PARENT VIEWING

We ask that parents or care takers do not come into the dance studio during regular classes as it can be a distraction to the dancers. Parent viewing week this year will take place via zoom from the comfort of your home. All classes will be recorded for anyone who is unable to view the live stream.

## PARENT PORTAL

1. Use this link to access the parent portal: <https://app.thestudiodirector.com/tpdsltd/portal.sd> it can also be easily accessed by heading to our website at [www.turningpointedance.ca](http://www.turningpointedance.ca) then clicking Parent Portal.
2. **LOGIN** - All parents with students currently enrolled with us are already registered to use the portal. Use the email address we have on file for you and click 'Forgot your password' to get your password. Everyone should use the login under 'Already Registered with TPDS Ltd'. DO NOT make a new account!
3. **USES FOR THE PARENT PORTAL**
  - ✦ **Pay Now:** Enables parents to make payments on account using Visa or Mastercard
  - ✦ **Online Shop:** Enables parents to order and pay for items from our online shop
  - ✦ **Enroll in a Class:** Enables parents to enroll their students in Sessional Classes
  - ✦ **Financial History:** Enables parents to see previous charges and payments on their account
  - ✦ **View All My Classes:** Enables parents to have a live schedule of what classes your child is enrolled in
  - ✦ **Contact Info:** Enables parents to update phone numbers and addresses
  - ✦ **Student Info:** Enables you to add a student or edit the details we have for the students

# DANCE LEVELS

Here you will find information on how your dancer can progress through the levels at TPDS. This is just a generalization of the progression. All dancers progress at their own pace, level & at the guidance from both the family & teacher. Please note the levels in dance do not correlate with grades in school.

## TWINKLE STAR

Ages 3-4 years- 2 years in this level

## TWINKLE KINDER

Ages 5-6 years- 1 year in this level

## PRE-PRIMARY

Ages 6-7 years- 1 year in this level  
eligible for ballet, acro, jazz & tap

## PRIMARY

Ages 7-8 years- 1 year in this level  
eligible for ballet, jazz, tap, acro, hip hop

## GRADES 1 & 2

1 year in this level  
eligible for 2 ballet classes, jazz, tap, acro, hip hop

## GRADE 3

2 years in this level  
eligible for 2 ballet classes, jazz, tap, acro, hip hop, lyrical

## GRADE 4

1 year in this level  
eligible for 3 ballet classes, jazz, tap, acro, hip hop, lyrical, pre-pointe, jumps & turns

## GRADE 5 / INTERMEDIATE FOUNDATION

1-2 years in this level  
eligible for 3-4 ballet classes, jazz, tap, acro, hip hop, lyrical, pointe, contemporary, jumps & turns, ball class

## INTERMEDIATE+ -

2-4 years in this level  
eligible for 4 ballet classes, jazz, tap, acro, hip hop, lyrical, pointe, contemporary, jumps & turns, ball class

# GENERAL RULES & REGULATIONS

1. Parents are required to notify the studio when their child will be absent from class. Please email the studio at [tpdscnp5@gmail.com](mailto:tpdscnp5@gmail.com)
2. The Parent Portal can be accessed at anytime using the email address we have on file and the password you created. In your portal you can: view classes, view payments, order from our online shop, update your student/family contact info, and more!
3. Students & Parents will show respect to all the staff, students and volunteers. Students should address all staff as Mrs, Miss or Mr
4. Long hair must be worn up and proper dance attire must be worn for all classes (NO sweatshirts, sweatpants or street clothes along with Jewelry).
5. All students must follow the dress code. If a teacher finds grooming and dress inappropriate for class they will be asked to leave until properly groomed.
6. All students should be aware of good grooming and hygiene
7. Deodorant is essential for all older students, and some of the younger students as well. Children perspire when active
8. \*NAMES must be on all dance attire (especially shoes) - as well all outdoor shoes, boots and coats \*
9. Valuables should not be brought to the studio as TPDS is not responsible for any lost or stolen items
10. Students will be responsible for any damage they may cause to the studio's property. Everyone must respect the property of TPDS, its instructors and students.
11. NO SMOKING or VAPING anywhere in the studio or on the studio premises.
12. There will be NO GUM CHEWING allowed in the studio.
13. PARKING- Please park along the street or in the back parking lot to the left of the garage. Please be aware of our apartment parking spots. Parking in these areas is prohibited.
14. All students should keep their bodies HEALTHY! Get proper rest, drink lots of water per day and eat healthy foods for health & injury prevention.
15. It is the responsibility of the parent to make sure they are receiving all newsletters and information given out at the studio and VIA email. All information is emailed & posted In your parent portal.
16. **ABSOLUTELY no phones in the dance studio unless it is being used for videoing choreography purposes.** As well there are to be NO PICTURES taken in the dressing room of any nature. This is to protect the safety and privacy of students
17. INJURIES - if your child has an injury we require that the parent contact the studio ASAP

# FEES & REGISTRATIONS

These are the fees that cover the cost of your weekly class lessons only. There will be additional events offered through the year that are optional and at an additional expense. These include such events as workshops, exams, competitions, costumes, picture day, studio attire, Christmas Show, etc.

## Fees for the 2020-2021 Dance Season

| Payment Plans (Tuition Only) | Payment Plans   | Payment Method                      | Due   |
|------------------------------|---|-------------------------------------|---|
|                              | Pay in Full – 10% Discount  | Cash, Chq, Credit Card, Debit       | July 1 <sup>st</sup>  |
|                              | Pay in Full – No Discount   | Cash, Chq, Credit Card, Debit       | Sept 1 <sup>st</sup> or date of enrollment, whichever is the latter   |
|                              | 3 Installments (No Cash or Debit)   | Credit Card (Automatic)             | Sept 1 <sup>st</sup> , Dec 1 <sup>st</sup> , March 1 <sup>st</sup> Charged – 2 days prior to first day of month   |
|                              |   | Post Dated Cheques                  | Sept 1 <sup>st</sup> , Dec 1 <sup>st</sup> , March 1 <sup>st</sup> Dated – 1 <sup>st</sup> of each month  |
|                              | Monthly Payments (May Tuition due with Septembers Tuition) (No Cash or Debit) | Credit Card (Automatic)             | Sept & May – Charged Aug 30<br>Oct to April – Charged 2 days prior to first day of month  |
|                              |   | Email Transfer                      | Sept & May – Email Request sent Aug 30. Payment due September 1st<br>Oct to April – Email Request sent 2 days prior to first day of month. Payment due first of the month.<br><b>*etransfertpds@outlook.com</b> |
|                              |   | Post Dated Cheques                  | Sept & May – Sept 1 <sup>st</sup><br>Oct to April – 1 <sup>st</sup> of each month   |
|                              | Custom Plans (No Cash or Debit)   | Credit Cards or Email Transfer Only | Additional fee of \$25 per payment  |

If you have any questions regarding our fees please contact:

Miss Fenton at [tpdscnp5@gmail.com](mailto:tpdscnp5@gmail.com)

Tammy Schmidt (Accounts Manager) at [accountstpds@tammyschmidt.com](mailto:accountstpds@tammyschmidt.com)

# CLASS DESCRIPTIONS

## TWINKLE STAR / TWINKLE KINDER

Our **TWINKLE STAR** class is a preschool based programs for children aged 3-4 years old. The class length is 30 minutes once a week with instruction in ballet. Twinkle Stars will develop strength and coordination in the body and imagination, musical awareness and joy of dance. Classes can be chosen for the full year program with or without year-end show or 10-12 week session.

Our **TWINKLE KINDER** program is for children aged 5-6 yrs. We have split up our twinkle kinder program into 2 separate classes. Families can choose between ballet, acro or both classes a week.

**BALLET:** This class is 45 minutes long and builds on the skills in our twinkle star program but working to develop a greater sense of body awareness, rhythm and music.

**ACRO:** This 45 minute class follows the Acrodance Preschool syllabus where students will learn locomotive skills, like jumping or galloping, along with balance and basic acro positions.

## BALLET

Ballet is the foundation of all dance forms. Body placement, flexibility, alignment, strength and technique are achieved through barre and centre floor work. TPDS offers ballet classes from twinkle star lto advanced. All ballet classes are taught under the Royal Academy of Dance syllabus.

## JAZZ

The emphasis in jazz is on the strength and flexibility developed through technically challenging movements such as kicks, leaps and turns. With its roots in ballet, today's jazz has evolved from Broadway to MTV. Jazz classes from beginner to senior are offered in both recreational and competitive programs.

## TAP

Tap focuses on the musical phrasing and complexity of rhythms with the challenge of making melodies with the feet. TPDS offers Tap for Primary students up to competitive senior levels.

## HIP HOP

Hip Hop is evolved out of street and break dance moves and is characterized by vigorous athletics and a bouncy style. We offer classes to students 6 years and up in both recreational and competition.

## LYRICAL

Lyrical is offered to those students enrolled in Jazz and Ballet and those students in the Grade 3/4 level of ballet. While maintaining the rhythmic characteristics of jazz, it incorporates elements of Ballet and Modern Dance to give it a smooth lengthened look with lyrical quality. Lyrical is only offered in our competitive program.

## ACRO

Our Acro programs are taught under the Acrobatic Arts Syllabus. The syllabus is built for dancers and builds on their ballet technique by helping develop strength and flexibility It incorporates elements of gymnastics, balancing, limbering, tumbling and basic contortions. Dancers who train in acrobatic arts will find they will be more balanced, stronger, flexible and fearless. This is open to students 5 yrs & up.

## POINTE

For those dancers who have achieved the necessary classical technique and strength in ballet class. Pointe class concentrates on ballet steps from demi-pointe to pointe. Admittance to pointe class is with permission of the instructor only.

## BALL CLASS & JUMPS / TURNS

Ball Class and Jump & Turns classes provide foundational skills used in all dance programs. Students will work on flexibility and strength. Our conditioning ball class is based on the 'Progressive Ballet Technique' where students work on their body strength using exercise balls in relation to their basic ballet technique. Both of these classes are only open to students in our higher levels.

## MUSICAL THEATRE

The Musical Theatre program involves combining drama, dance, and lip syncing & singing. The emphasis is on teaching the student how to use their facial expression to add to their dance repertoire, creating a more diverse and complete performer. Classes will be focusing on show tunes, character development, improvisation, mime and song & dance.

# DANCE ATTIRE

Students are expected to wear proper dance attire to all classes this includes hair properly pulled back and up in a bun. Students should not wear any jewelry for safety reasons. It is important to dress properly in order for the teacher to properly assess posture & technique. The following is the basic attire for each discipline.

## TWINKLE STAR/TWINKLE KINDER

- ✦ Pink, blue or black solid color bodysuit
- ✦ Pink microfiber tights
- ✦ Matching color skirt
- ✦ Pink Leather ballet slippers
- ✦ Grippy socks (ONLY FOR TWINKLE KINDER ACRO)
- ✦ Hair pulled back off face preferably in bun

## JAZZ & TAP

- ✦ Solid color bodysuit
- ✦ Black jazz pants, capris or booty shorts
- ✦ Beige, pink or black shimmer tights
- ✦ JAZZ - beige or black split sole oxfords
- ✦ TAP - black tap shoes (must have elastics not ribbons)
- ✦ Hair pulled back neatly into a ponytail or bun

## HIP HOP

- ✦ Clean indoor running shoes (NOT skater shoes)
- ✦ Comfortable pants or sweat pants
- ✦ Bodysuit

## ACRO

- ✦ Grippy Socks (NEW FOR 2020-2021)
- ✦ Solid color bodysuit
- ✦ Tight carpis or booty shorts
- ✦ NO socks or loose fitting clothing or jewelry
- ✦ Hair must be in a flat bun or pinned up ponytail

## PRE-PRIMARY & PRIMARY BALLET

- ✦ Pink sleeveless bodysuit
- ✦ Pink ballet skirt
- ✦ Pink microfiber tights
- ✦ Pink leather ballet slippers (full sole)
- ✦ Hair pulled up into a bun

## GRADE 1-5 BALLET

- ✦ Navy scooped neck sleeveless
- ✦ Navy waist elastic
- ✦ Pink microfiber tights
- ✦ Pink leather ballet slippers (full sole)
- ✦ Character shoes (black canvas)
- ✦ Hair pulled back in a proper ballet bun

## INTERMEDIATE & ADVANCED BALLET

- ✦ Black sleeveless Mondor bodysuit
- ✦ Black waist band
- ✦ Pink microfiber tights
- ✦ Soft blocs with pink ribbons
- ✦ Pink Pointe shoes with pink ribbons



# COVID GUIDELINES

We are so excited to be back in the studio for the 2020-2021 season. With this season comes an abundance of changes to our daily schedule, procedures & policies. It is of utmost importance that we keep our dance families, students & staff safe. This section outlines our daily studio protocols & procedures that we will abide by this season.

We at TPDS recognize our critical role and responsibility in preventing the risks of COVID-19 in our place of business. The health and safety of our staff and clients are of utmost importance, and we are committed to supporting their ability to work and learn in an environment that excels at protecting them.

*Under current Chief Medical Officer of Health Orders, TPDS is required to:*

- ◆ Implement practices to minimize the risk of transmission of infection.
- ◆ Provide procedures for rapid response if an attendee develops symptoms of illness.
- ◆ Ensure that attendees and venues maintain high levels of sanitation and personal hygiene.
- ◆ Comply, to the extent possible, with the COVID-19 General Relaunch Guidance, this guidance, and any other applicable Alberta Health guidance found at: <https://www.alberta.ca/biz-connect.aspx>.

## Based on the government restrictions & guidelines, we have adjusted our polices to reflect this including:

- Reduced studio capacity to allow for proper social distancing requirements including only 2 studios running at a time with maximum student/teacher capacity at 25
- Our schedule has been adjusted to have 15-minute cleaning times between cohort classes. The schedule also allows for students to remain in the same studio their duration of the evening with the teacher moving between studios as needed.
- A strict enter & exit policy where students enter from the back door of the studio & exit through the front.
- Each studio contains a numbered chair, basket & 6' X 7" space for each individual student and hooks for coats.
- All waiting rooms, including the locker room & front office are closed to parents. Only dancers will be allowed in the building.
- No hand-held props will be used unless designated to individual students.
- Hand sanitizing stations are located at all entrances & exits of the building, studios, hallways & bathrooms.
- Masks will be mandatory upon entering/exiting of the studio, moving to class, & using the bathroom. Once students are in their allotted chair spot their mask can be removed.

# COMMUNICATION PLAN FOR COVID - 19

We will follow a green / yellow / red approach as follows below that will be communicated to you via email, our website and through our social media platforms



**Operating premises are open at service capacity permitted by Province/ regional authority.**

- The Green Zone (Phase 2-3) Policy is defined as classes taking place in-studio with all government & Alberta Health Services regulations being followed.



**Changes to operating protocols enacted by Studio Owner or designate, in accordance with Province/ regional authority: patrons and employees are notified and responsible for adhering to revised protocols**

- The Yellow Zone (Phase 1) Policy is defined as a combination of online virtual platform and in-studio classes as per government regulations.
- If this occurs, the schedule will be forced to change due to the maximum number of teacher & students allowed in the building.
- Classes will be blended of virtual one week, in-studio the next.



**Operating premises are under mandated closure by Province / Regional Authority**

- Immediate studio closure / shut down will take place
- If this occurs before the 15th of the month, classes will immediately switch to the online virtual platform ZOOM for a maximum of 8 weeks.
- If the Red Zone continues past 8 weeks, classes will be immediately paused & the studio will be closed for a maximum of 4 weeks.
- The schedule will be adjusted to what works best according to what students would be involved in during the day time.

# COVID DANCERS

## SUPPLY LIST & REQUIREMENTS

Due to cleaning protocols, families will need to supply the following items for their dancer. All these items will need to be brought to & from the studio in a small bag or drawstring backpack (A dance bag).

### *Twinkle Star/Twinkle Kinder/Pre-Primary Ballet/Primary Ballet Dancers:*

- Proper attire & shoes (please see our website for a detailed list)
- Water Bottle
- Small teddy bear - Purchase in the online shop in the parent portal
- Small scarf - Purchase in the online shop in the parent portal
- A Small bag or drawstring back pack to carry their belongings
- Mask

### *Grade 2+ Dancers:*

- Proper attire & shoes (please see our website for a detailed list)
- Yoga Mat
- Water Bottle
- A TheraBand will be assigned to your student the first week of classes that they will keep in their belonging bag
- A Small bag or drawstring back pack to carry their belongings
- Mask

### *All Acro Dancers:*

- Proper attire & shoes (please see our website for a detailed list)
- Yoga Mat
- \*\* New for 2020-2021\*\* Dancers must have a non-slip, grippy sock as bare feet is prohibited
- 1 yoga block (The studio will assign a 2<sup>nd</sup> block to your student the first week of classes that they will keep in their belonging bag)
- Mask

## USE OF MASKS

The use of masks will be mandatory when:

- Entering the building and walking to the dancer's studio
- Exiting the studio & building
- Using the bathroom

Teachers will be wearing masks at all times. Dancers can remove their mask once they get to their chair in the studio. Dancers will not be required to wear the mask while dancing.

## ENTERING THE STUDIO

We will be having 2 separate entrances this year to allow for proper social distancing. Drop-Off will take place at the REAR of the studio!

- If your students' class is in Studio C, please follow the signage labelled Studio C Entrance
- If your students' class is in Studio B, please follow the sign labelled Studio B Entrance
- Studio A is only being used for private lessons this year. All private lessons will enter from the studio C entrance.

Students must wait outside the building until let in by their teacher. **NO students are to enter the building unless a teacher lets them in.** Proper social distancing measures will be in place upon the exterior of the building. Masks should be worn once students have exited their vehicle. Upon entering students will:

- Have temperature taken
- Remove outdoor shoes & put proper dance shoes on
- Proceed to their chair/basket

**PARENTS:** Please be advised that students can **only be dropped off 5 minutes prior** to their class time. They must wait in the vehicle until they see a TPDS teacher outside their entrance door. We ask Parents to please wait in their vehicles or stand social distanced outside as per the labelled signage.

## EXITING THE STUDIO

When class has finished dancers will place all their belongings back into their dance bag. They will put their outdoor shoes & mask on & be escorted out of the studio by their teacher. Teachers will be responsible for the opening & closing of all doors.

Pick up will take place at the **FRONT** of the studio! Students will be escorted out the front door, given hand sanitizer & they must immediately proceed to their vehicle. **Dancers MUST be picked up within 5 minutes of their class ending.**



# COVID REQUIREMENTS CONT.

## THE LOCKER & DRESSING ROOM IS CLOSED.

Students MUST arrive prepared for class dressed in their attire & proper hair done. Students will NOT be allowed to change at the studio. Please limit what your dancer has to bring to & from the studio.

## CLEANING PROCEDURES

The entire building will be deep cleaned at the beginning & end of each day. During the changes of cohort classes, the studio will be sanitized with an Electrostatic Sprayer that cleans the space in 30 seconds with a drying time of 8-10 minutes. This will be sprayed on all surfaces, barres, floors & walls. The cleaning product is Vanguard General Purpose Disinfectant Cleaner that is part of Health Canada's list of hard-surface disinfectants with evidence again COVID-19.

## EATING AT THE STUDIO

Eating at the studio will be prohibited unless a student has 3+ classes in one day. The dancer can have 1 snack that does not require any microwaving.

## BREAKS AT THE STUDIO

We have strategically planned our schedule & privates to ensure students have limited breaks at the studio. Due to social distancing, we have designated waiting chairs in the back room, locker area & front desk area. If your student has a break, they will be assigned to one of these areas & they MUST abide by our social distancing protocols.

# ZOOM

Zoom will be utilized throughout our classes allowing students & families the option to participate in classes from home. It is our preference that students attend class in studio & only utilize the zoom technology when necessary.

## ZOOM GUIDELINES :

- A dancer is showing an symptoms as noted in our daily screening questionnaire
- If a dancers temperature check upon entry to the studio indicates a fever higher than 38.0, the student must return home immediately and can proceed with class on zoom. The class will be recorded for the student for the time they miss returning home.
- If we return to either the yellow or red zone (as noted in our COVID communication plan) classes will resume as normal via Zoom.
- Zoom will be a great alternative for snow days instead of us having to cancel & re-schedule the missed classes.
- It is important that each individual dancer has access to a device such as phone, tablet, laptop/computer, etc
- If a student is ill to the point that they are unable to physically dance, we do ask that they observe the class via zoom but have their camera turned off. We feel this would be very distracting to the other students in studio.

## TIPS FOR USING ZOOM:

Here are the steps to help you join your ZOOM appointment:

1. First download the [ZOOM.COM](https://zoom.us) app onto your computer / tablet / phone etc.
2. Click Join Meeting, enter our zoom ID: 226-885-9902 & add your students name (it is imperative that you type your students real name and not any nicknames etc as for security purposes we will not accept anyone into a room we do not recognize.
3. Then enter the password: TPDS
4. When you click the link it will put you in a waiting room and when it is time for your scheduled class, we will then click you into the class and you are able to join.
5. Make sure you have accepted that you use your devices Video & Audio or we will not be able to hear or see you during your appointment.
6. Ensure your students dance space is clear of any dangers and distractions (ie. furniture, animals, siblings)

# DAILY SCREENING CHECKLIST

Parents and or guardians MUST fill out the DAILY screening checklist online each day your dancer is to attend dance classes at TPDS. Follow the link below

<https://forms.gle/GDpMQok4WTdUDqUq6>



## Turning Pointe Dance Studio Daily Screening Questionnaire

Parents/Guardians must fill out this screen questionnaire DAILY for each day their child attends classes at TPDS.

### COVID-19 INFORMATION

## Screening Questionnaire

### COVID-19 ALBERTA HEALTH DAILY CHECKLIST

**PARENTS/GUARDIANS/STUDENTS MUST USE THIS QUESTIONNAIRE DAILY TO DECIDE IF THE STUDENT SHOULD ATTEND SCHOOL**

The tool is meant to be used to assist with assessing attendees who may be symptomatic, or who may have been exposed to someone who is ill or has confirmed COVID-19.

Attendees should fill out this checklist prior entering school daily. If an individual answers YES to any of the questions, they must not be allowed to attend school. Children and youth will need a parent to assist them to complete this screening tool.

As the COVID-19 pandemic continues to evolve, this screening tool will be updated as required.

#### Screening Questions

|    |  | CIRCLE ONE |    |
|----|--|------------|----|
| 1. | Does the attendee have any new onset (or worsening) of any of the following  | YES        | NO |
|    | • Fever  | YES        | NO |
|    | • Cough  | YES        | NO |
|    | • Shortness of Breath / Difficulty Breathing   | YES        | NO |
|    | • Sore throat  | YES        | NO |
|    | • Chills   | YES        | NO |
|    | • Painful swallowing   | YES        | NO |
|    | • Runny Nose / Nasal Congestion  | YES        | NO |
|    | • Feeling unwell / Fatigued  | YES        | NO |
|    | • Nausea / Vomiting / Diarrhea   | YES        | NO |
|    | • Unexplained loss of appetite   | YES        | NO |
|    | • Loss of sense of taste or smell  | YES        | NO |
|    | • Muscle/ Joint aches  | YES        | NO |
|    | • Headache   | YES        | NO |
|    | • Conjunctivitis (Pink Eye)  | YES        | NO |
| 2. | Has the attendee travelled outside of Canada in the last 14 days?  | YES        | NO |
| 3. | Has the attendee had close contact* with a confirmed case of COVID-19 in the last 14 days?                                 | YES        | NO |
| 4. | Has the attendee had close contact with a symptomatic** close contact of a confirmed case of COVID-19 in the last 14 days? | YES        | NO |

\* Face-to-face contact within 2 metres. A health care worker in a occupational setting wearing the recommended personal protective equipment is not considered to be a close contact.

\*\* 'Ill/symptomatic' means someone with COVID-19 symptoms on the list above



## TURNING POINTE DANCE

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