



## **HEALTH MANAGEMENT, HYGIENE AND CLEANING**

*Until there is reliable and regular testing, treat yourself and anyone you meet like an asymptomatic carrier. Assume that you are an asymptomatic carrier and could therefore infect others, just as others could be asymptomatic carriers and could infect you and your family. **This thinking is not to make you paranoid, but is a perspective to use when reviewing each action in your workday and figuring how to decrease the risk of infecting each other***

**1. It is the obligation of teachers to develop a COVID Health Plan** that is clearly written and available to all. As a starting point the items to include would be:

- Basic hygiene procedures for those entering the facility
- Basic hygiene measure in all public spaces (when and how to clean)
- To what extent to monitor people as they enter classes
- What to do if someone displays symptoms
- What to do if someone identifies as contracting Covid-19

**2. We suggest that if in doubt you work with a local doctor or healthcare/legal professional to develop or review your plan with you**

**3. Screening measures before students enter**

You may create a health checklist document to be completed by each student and handed in when they arrive, or ask the questions as they arrive such as:

- Has the person had a fever in the last two weeks?
- Do they have a cough or breathing problems?
- Have they lost or noticed a change in their sense of taste or smell within the last 14 days?
- Do they have increased fatigue?
- Has anyone in the family that you live with shown any of the above symptoms within the last 14 days?

- Do you have a known exposure to someone diagnosed with Covid-19 within the last 14 days?
- Consider using a touchless thermometer to take and record temperatures when people enter your facility if they feel unwell or you have concerns

**4. Ensure coughs and sneezes are covered by a tissue or a flexed elbow** tissues should be disposed of in a closed bin and hands sanitised following sneezing/coughing

**5. Encourage people to speak up if a student or faculty member is feeling unwell**

**6. Keep a record of all teachers, students and staff in the building** for the purpose of identifying close contact with infected persons in the event of an outbreak of Covid-19

**7. Regular Hand Washing is still highly recommended**

- Every hour and/or between classes, identify hand washing facilities and alert everyone to their location and encourage their regular use
- Hand sanitiser should be used pre and post class for all participants including teachers
- Have hand sanitizers available on entering the rooms, in other communal areas, and for use after using high touch surfaces

**8. In bathrooms ensure availability of hand soap and paper towels and a touch-free bin**

**9. Cleaning Procedures**

- Establish a policy that encourages everyone to participate in cleaning the studios between classes and at the end or beginning of each day
- Wipe down the barre and door handles before and after each use
- All items left in the studio after a class should be disposed of immediately. There should be no lost and found
- Empty bins that contain used tissues from that class, using disposable gloves, into a central lidded bin that can be cleared out at the end of the day
- Encourage staff to regularly clean their own personal equipment including sunglasses, mobile phones, iPads and computers, and to wash their hands
- Consider keeping a damp mop supplied with cleaning liquid, or a steam cleaner, to sanitize floors after a class that requires dancers to be on the floor or where students have sat or waited
- Wash hard surfaces with warm, soapy water using a disposable cloth. Your usual household cleaners can be used if required. Cloths should be disposed of in refuse bags in lidded bins
- Ensure studios have cleaning supplies available, but out of reach of young children

- It is crucial to establish similar policies for daily cleaning of all other areas of your facilities and equipment shared by more than one person, including high-touch surfaces such as floors, bars, handrails, switches and plugs, bathrooms, grab bars and office equipment
- Disposable gloves should be “on hand” for use when touching discarded items, other people’s property or cleaning. It is also advised to wash your hands with soap and water afterwards

#### **10. Are masks required, what are the benefits and how to manage their use?**

Requirements will vary by territory. If not required, we leave it to the teacher and student to make this choice. The following are some points to bear in mind:

- During exercise and public speaking, potentially Covid-19 carrying droplets can be shared. Wearing a face covering may help cut down on droplets being spread to others. This is to prevent distribution to others, not to protect the wearer. Surgical or N95 masks can be challenging to talk and breathe through and should be reserved for health professionals
- Masks should fit snugly over the nose and mouth, not to be touched once placed on the face and washed or discarded in bins immediately after each use
- Working in a mask can be uncomfortable and makes breathing harder
- As a teacher you have to work harder to project through the mask when speaking and breathing
- Once you put a mask on DO NOT touch or move it as virus particles can live on the outside areas of a mask
- A face mask that is saturated in sweat is not going to do its job
- If you require masks (or your country law does) make it part of our T&C’s and say they cannot come in without one. Your students should consider a mask part of their uniform, like their shoes and provide their own. If they forget their mask a teacher can decide to have a few disposable masks to give away, or they can turn away the student

#### **11. What to do if you have a suspected COVID-19 case**

- Immediately cease activity and isolate the person until they can be taken home where they should self-isolate
- Inform others who may have been in contact, that they may have been exposed to COVID-19
- Notify local authority if your jurisdiction so requires
- All students, their teacher, class assistant and accompanist who were in a class with anyone that may be infected must self-isolate and not return to class for the appropriate number of days