

# COVID-19 SAFETY CHECKLIST

## DANCE STUDIOS REOPENING CONSIDERATIONS

The following lists the operational adjustments that dance studios may want to consider as they reopen during the COVID-19 pandemic. It is important to note that many of these considerations may change as government guidelines, industry standards and guidance from medical professionals evolve. As you develop your reopening plans, it is critical that you ensure that they are compliant with federal, state and local laws and government regulations. Additionally, it is always a good idea to review your plans with your legal counsel.

DANCE STUDIOS		
ADMITTANCE PROTOCOLS		
1	Consider conducting daily temperature checks for members, staff, and instructors prior to allowing them entrance into the facility. No touch infrared thermometers can be purchased at a reasonable cost and is an effective way to ensure individuals inside your facility do not have a fever. Additionally, anyone exhibiting cold or flu like symptoms should not be allowed into the facility.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
2	Consider having members, instructors, and staff complete a Travel Declaration and COVID-19 form.  ❖ <i>Note: Individuals that have traveled overseas, or even to “hot-spot” areas in the United States, as well as individuals who have been in contact with an individual affected by the COVID-19 virus, should be subject to a 14-day self-quarantine prior to being allowed to participate.</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
3	Develop a written sick policy. Members, staff, and instructors should be symptom free for at least 14 days prior to any activity.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
4	Consider having members, staff and instructors complete medical questionnaires. Individuals with preexisting medical conditions should be discouraged not to participate.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
5	Post signage at or near the entrance areas informing patrons of the facility’s policies, procedures, and guest code of conduct relative to COVID-19.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
6	Develop attendance or log-in procedures for all individuals present and maintain that information for potential contact tracing.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
PHYSICAL DISTANCING		
1	Consider drills that don’t require hands on spotting by the instructor.  ❖ <i>Note: Spotting, the physical contact between an instructor and student can be essential in both skill development and safety in dance lessons. If maintaining a 6 feet distance to adhere to physical distancing protocols is a requirement, then only the skills that do not require a spotter will need to be implemented in the training sessions. Even if spotting is allowed, both the instructor and student may still need to wear a mask. Dance studios should consult with their state and/or local health departments for guidance.</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
2	Develop policies and procedures to ensure the number of individuals allowed inside each area of the facility meets the requirements set forth by state and local guidelines.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>

3	To enforce social distancing policies, consider dividing the facility into zones and limit the capacity per zone. Staff should monitor the areas to ensure safe distancing is taking place.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
4	Limit the number of participants in group classes. Additionally, ensure the rooms are properly arranged and equipment is spaced out to ensure adequate distancing takes place.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
5	Block-off changing room lockers, sinks, toilets, and urinals so that available ones are spread out at least six feet apart. Consider eliminating the use of showers.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
6	Consider limiting spectator attendance to essential staff and limited family members. Ensure seating areas for family viewing are spaced out at least six feet apart; both side-to-side, and front-to-back.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
7	Ensure notices about the social distancing measures that are in place at the facility to inform and educate guests about the new procedures with regard to COVID-19 are in place.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
8	Consider having instructors, staff members, and students wear masks. <i>Note: Dance studios should follow the guidelines set forth by the state and/or local health departments.</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
9	Ensure all staff members are trained in the facility's new social distancing policies and procedures. Social distancing parameters should apply to all members and all staff, without exceptions.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<b>CLEANING, DISINFECTING &amp; HYGIENE</b>		
1	Ensure all facility staff are properly trained on the facility's enhanced cleaning policies and procedures. Document all enhanced sanitation practices that the facility has developed as well as the training sessions for employees.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
2	Ensure enough time, staff, and resources are available for cleaning the facility throughout the day and after the facility closes. Develop a cleaning checklist and ensure that all cleanings are properly documented.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
3	Use EPA-approved disinfectants and disinfecting wipes when disinfecting the facility.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
4	Ensure staff are constantly cleaning and disinfecting high touch areas (e.g. ballet barres, mirrors, door handles, tables, counters, restroom surfaces, etc.) with a disinfectant throughout the day and as needed.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
5	Install additional hand sanitation stations at strategic locations throughout the facility.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
6	Clean and disinfect rooms and all equipment after each class.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
7	Ensure each student uses their own water bottles and Gatorade. Inform students not to use water fountains.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
8	Educate all staff members, instructors, and students on the proper hygiene (not touching eyes, nose, mouth with unwashed hands), and the proper sneeze/cough etiquette.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
9	Have alcohol-based hand sanitizers (preferably containing 65% - 95% alcohol) available during sessions.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>

	❖ <i>Note: Students should be reminded that soap and water should be the preferred method to clean their hands if their hands are visibly dirty (after going to bathroom, blowing nose, coughing and sneezing etc.).</i>	
<b>10</b>	Limit the use of fans. If fan use is necessary, position fans to blow away from students and instructors.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<b>11</b>	Develop cleaning response protocols for potential biohazards in the facility.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<b>12</b>	Develop procedures if there is a reported case by a student, family member, or a local health authority that a confirmed COVID-19 case has been at the facility.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<b>13</b>	Develop a relationship with a reputable cleaning company that can be quickly deployed in the event enhanced cleaning is required due to a confirmed COVID-19 case at the facility.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>

**ADDITIONAL NOTES:**