FOR NBB SCHOOL FAMILIES AND STUDENTS

We appreciate your taking the time to review this reopening guide carefully. The health and safety of our students, staff and families is paramount. These guidelines describe changes to how we utilize the facility. With vigilance, we can keep ourselves and each other safe and healthy, while returning to the studio in a responsible manner. Please note that NBB is adhering to the Massachusetts Safety & Reopening Standards for Youth and Adult Amateur Sports Activities — Phase III, Step 1 which includes dance facilities. We are also following the recommendations of the CDC and have opened a line of communication with the NB Board of Health regarding the safe operation of our programs and facility.

• **Wearing of masks** entering, exiting and during class. Only students with a medical condition (verified by a doctor’s note) will be allowed to not wear a mask.
• Specific and **limited drop off and pickup times** for each group.
• Scheduling classes so that groups do not interact with one another.
• “Stay Home” illness policy and **screening of students and staff** for symptoms of COVID-19.
• Family members and visitors not permitted in the facility.
• **Closure of all common areas** including lobby and dressing rooms.
• **Increased sanitation** of high-touch areas by staff between classes and daily, more extensive cleaning of the facility.

SECURE GROUPS

Students interact with the same small group each class.

Classes will be offered on a registration-only basis, meaning the same group of students will see each other each class. Faculty and student interaction will be limited to a small number of teachers.

No drop-in students are permitted, and no makeup in another group will be allowed.

Each class size will be below the maximum class size for each studio that Massachusetts Reopening Standards have established to ensure the safety and health of our students, staff, and families.

ARRIVAL PROCEDURES

Students should wear masks when arriving, arrive during specific arrival time, and be dressed in ballet attire under street clothes with hair done properly for ballet class.

Students should be aware of the specific entrance for each of the three studios (see map) and should only enter the building using that entrance.
Each class can arrive 5-minutes prior to class time during which students will wait outside of their designated entrance while maintaining social distancing (6 ft. or greater) by waiting on the marks on the sidewalk. Parents/Guardians of students in Discovery-PreBallet levels may accompany her/his child to the door and through the health check. Once a student has had a symptom check, she/he can enter the building through the specified entrance and go directly to her/his assigned spot in the studio. Students arriving by car should only exit the vehicle during the arrival window. Students not arriving by car should time their arrival as close as possible to the arrival window.

Parents/Guardians of students in Discovery-PreBallet levels should wait for their child in her/his car during class to ensure that they are not needed during the class. If a parent is needed, the teacher will call the parent/guardian’s cell phone.

Students will not be permitted to enter the building earlier than their scheduled arrival window, even in the event of inclement weather.

Students arriving late (after the entrance door to their studio has been closed) should enter through the Main Door and will be screened by the Front Desk staff.

Hand sanitizing stations are set up at each entrance and all students will be asked to use hand sanitizer upon entering the facility.

Exterior doors will be left open during class transitions and during nice weather to allow for increased airflow.

| Studio 1 — Enter/Exit Door 1 / Lavatory S1 |
| Studio 2 — Enter/Exit Door 2 / Lavatory S2 |
| Studio 3 — Enter /Exit Main Entrance / Lavatory S3 |
| Late Arrival/Pickup — Main Entrance |
| Essential Business — Main Entrance |

**SCREENING PROCESS**

Staff will verbally screen students for symptoms of COVID-19 each day using a list of symptoms provided by Massachusetts Department of Health which will be posted in each studio. Students who report or are exhibiting symptoms during arrival will be sent home immediately. If a student presents with symptoms during class, she/he will be isolated, and caregiver will be called to come pick up student.

Students should stay home if they feel sick. Please do not send students to observe.
CLASS

Class will be conducted very differently than the dance classes students are used to. Students should understand some combinations and exercises they are familiar with doing will not be permitted until restrictions are lifted. Certain types of combinations that include traveling, turning, or jumping will be modified. Parents should make students aware of these changes prior to committing to the class.

Teachers and students will remain socially distanced during class.

Students should remain in their assigned studios for the entire class.

Students will be assigned a designated spot at the barre when class begins.

Students are not to touch surfaces other than their designated barre spot.

Students will be assigned a designated spot in the center.

Students should bring a yoga mat/towel to each class to be used during floor stretching and strengthening exercises.

Students need to keep their hands to themselves and off their neighbors.

Faculty members have been trained in the new protocol and expectations and will be verbally leading students through class while remaining socially distanced.

Hands on corrections or adjustments will not be permitted.

PERSONAL BELONGINGS

Students should bring their own water bottles and are encouraged to supply their own exercise mats, accessories, and/or towels from home. Students should remember never to share items with others. Students will keep all personal belongings with them.

Students who do pointe should come with their feet prepared. Students will not be allowed to go to the office for band aids, toe tape, etc.

Please help your student prepare a bag with needed supplies such as hair nets, hair elastics, bobby pins, band aids, toe tape, tissues, etc.

Items left behind in the studio will be discarded after each class.

RESTROOMS

Restrooms are to be used for emergencies ONLY.

Because restrooms contain high-touch surfaces that can be vectors for virus spread, we are encouraging students to reserve the restrooms for “emergencies” only and try to use the restroom prior to leaving home for the studio. Restrooms are not to be used as a changing area.
Specific restrooms have been designated for each studio (see map). Students should wear a mask when leaving the studio to use the restroom.

**Studio 1 – Bath 1**  
**Studio 2 – Bath 2**  
**Studio 3 – Bath 3**

Students should wash their hands thoroughly using soap and warm water for 20 seconds after using the restroom and before returning to class.

**PARENTS/GUARDIANS**

Parents/Guardians are only permitted in the lobby for essential business. Outside of picking up a sick child, essential business will be determined by the office clerk by calling NBB during regular office hours. **The lobby is not to be used as a waiting area.**

Parent’s Observation will be cancelled until restrictions are lifted.

**DEPARTURE**

Students should wear masks during departure and leave promptly.

Faculty will end class promptly at the specified time and students will gather their belongings and wear masks while departing through the same door they entered from. Caregivers should be aware of the door the student will be departing from and **should be visible to the staff** when class ends to ensure prompt and safe pickup within 5 minutes following the end of class. Parents/Guardians of students in Discovery-PreBallet levels can wait outside the correct door on designated spots to ensure social distancing for her/his child.

Because of the importance of prompt pickup to allow time for staff to sanitize surfaces between classes, students who are picked up late will be picked up from the **Main Entrance**. A late fee of $1/minute will be instituted. To ensure safe and consistent pickup procedures throughout the session, families with more than three late pickups will be removed from the program.

**ILLNESS POLICIES**

Monitor for symptoms, stay home if you’re sick.

It is important for students and families to monitor for symptoms of COVID-19 and **stay home if they feel sick** and notify staff immediately. If a student tests positive for COVID-19 please inform NBB immediately. NBB will monitor guidance from the Department of Health regarding safe operation of programs and facility in the event a student tests positive for COVID-19. At this time, the New Bedford Board of Health is recommending that a facility wait 24 hours prior to cleaning after a positive COVID-19 test which means 48 hours before reopening.

In the unfortunate event that a student in your child’s class tests positive for COVID-19, NBB is required to follow certain protocol. First, we will contact the Board of Health which will be given a list of student names
for the purpose of contact tracing. Once contacted, students who had exposure will need to have a negative COVID test prior to returning to the studio. While awaiting results, exposed students should take classes virtually.

To ensure the secure groups stay secure, students **can only** make up classes missed virtually.

**STAFF POLICIES**

All staff members will self screen for illness. Any staff member who feels sick should stay home. Staff presenting with any COVID-19 symptoms will be asked to go home and a substitute will take over for that staff member’s classes. If a staff member tests positive for COVID-19, please inform NBB immediately. NBB will monitor guidance from the Department of Health regarding safe operation of programs and facility in the event a staff member tests positive for COVID-19.

**SANITATION/CLEANLINESS**

Increased cleaning and sanitation to lower risk of virus transmission. High-touch surfaces including ballet barres, door handles, and restroom fixtures will be cleaned and sanitized between each group of students by staff members and regularly logged for monitoring. Additionally, each night areas of the school will be sanitized to decrease risk to the health and safety of our staff and students.