

# *The Rockbridge Ballet*

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## **The Rockbridge Ballet Infectious Disease Policy**

The focus of the policy outlined below is to address steps that will be taken in case of possible transmission of infectious diseases (such as COVID-19) and measures to ensure safety and transparency. Each set of guidelines are in accordance with our local health agencies and the Centers for Disease Control and Prevention.

A supplemental plan that includes strategies to reduce the spread of infectious diseases has been published and made available to all students, their families, faculty, staff, and volunteers. Signs to help remind us to practice social distancing and encourage good hygiene will be posted in designated areas throughout the school. A copy of all signs and policies related to infectious diseases will be kept on file in the office.

### **I. No Community Transmission in the Area**

- Review, update, and implement plans for reducing the spread of infectious diseases, sanitation, social distancing measures and daily symptom checks.
- Develop information-sharing systems with students, their families, faculty, staff and volunteers.
- Teach and reinforce health hygiene practices.
- Intensify sanitation and disinfection efforts.
- Monitor and plan for absenteeism (follow up and confirm reason for absenteeism)
- Assess safety of group gatherings and events such as fundraisers, meetings, and dance recitals. Follow current guidance about non-critical gatherings and events.
- Require sick students and staff to stay home. Review procedures for students and staff who are sick at school.
- Test communications plans for use with the school community.
- The Director or assigned staff member will be responsible for keeping up to date on CDC and local health agency guidelines for business and employers.
- The Director should make sure all employees are up to date on all safety measures that must be implemented in the case of a ‘community spread’.

- The Director (or assigned staff member) must make sure that necessary sanitation and disinfecting supplies are stocked and accessible when needed.

**II. Minimal to Moderate Community Spread in our Surrounding Area** (*Including but not limited to Lexington, Rockbridge County, Buena Vista, Clifton Forge, and Staunton*)

- The Director (or an assigned staff member) of The Rockbridge Ballet is responsible for being in touch with local health officials to determine the severity of the outbreak and implement any suggestions/guidelines that pertain to our organization.
- The Director will manage all communication with students, their families, faculty, staff, volunteers and the Board of Directors regarding the severity of the spread and any necessary safety measures that will need to be enforced or implemented.
- The Director (with the approval of the BOD) will cancel or modify classes where students are likely to be in very close contact.
- All faculty and staff will maintain and or increase the space between dancers as recommended by the Virginia Department of Health.
- If necessary, make adjustments to arrival and dismissal procedures.
- Implement “staff and student only” entrance policy inside of the school. Parents or family members will not be permitted inside the school except in the case of an emergency. Temperature, hand sanitizer and wellness check will be required before entering.
- Limit bringing in students, teachers, and guests from other schools for special programs and classes.
- Teach staff, students, and their families to maintain a safe distance from each other in the school. (Distance determined by current VDH and CDC guidelines)
- Masks can be worn at the discretion of the individual (or required if mandated by the VDH or CDC).
- Signs will be clearly posted at entry points and throughout the school to remind individuals of the safety guidelines that must be followed when inside.
- The Director (& faculty/staff) reserve the right to ask any person(s) not following the posted safety guidelines to leave the premises if they feel they are putting others at risk.

### **III. Significant Community Transmission**

If local health officials have determined there is significant transmission of an infectious disease (such as COVID-19) within our community, the Director of The Rockbridge Ballet will seek their guidance on the best course of action for our organization.

- The Rockbridge Ballet (with the approval of the BOD) will consider a temporary shutdown. This closure (longer than 2 weeks) is intended to slow transmission rates of the infectious disease within our school and the surrounding community.
- The Director (along with assigned staff) will be asked to manage all parent communications regarding but not limited to closures, cancelations, scheduling and school safety.
- During the extended closure, all extracurricular group activities and performances will be canceled.
- In the case of an extended closure (longer than 2 weeks) the Director may be asked to implement strategies to ensure the continuity of education and connectivity with the school community.
- Access to the school will be limited to essential personnel/ faculty and staff.
- All essential personnel/faculty and staff at school will be asked to wear a mask and maintain a safe distance that has been specified by the VDH.
- The Director and assigned staff member will communicate reopening guidelines and any necessary measure that will be required to return safely to school.
- The Director will coordinate any necessary sanitation measures that will help facilitate a safer return.

#### **IV. Student Shows Symptoms of Infectious Disease**

- Upon arrival, attendance of the student will be determined by the initial health assessment administered by the assigned staff member.
- A student that arrives sick to school (with symptoms such as but not limited to a fever of 100.4 degrees or higher, cough, loss of taste, shortness of breath, etc..) will be asked to go home after initial assessment from a faculty or staff member. If the parent or guardian is unable to immediately take the student home, they will be asked to sit in an isolated area until picked up.
- After the student has left, the waiting area will be sanitized before it is used again. The cleaning staff will be notified by the Director (or designated staff member) of a possible infected individual at the facility so that extra sanitation measures may be taken.
- The student will be required to refrain from any classes at The Rockbridge Ballet until they are symptom free for a period no less than 48 hours. The Rockbridge Ballet reserves the right to request a negative COVID-19 test upon return or a note from a physician indicating that the individual is symptom free and safe to return.
- All students, their families, faculty, and staff will be notified within 24 hours of reporting that they may have been in contact with an individual suspected of infection. If The Rockbridge Ballet is given confirmation of a positive test, the Director will (in writing) inform those who have been in contact with the infected individual. Upon discretion of the Director, notification of possible infection may be shared with the entire school population, however the name of the infected individual will be kept confidential.
- The Rockbridge Ballet will not be responsible for any refunds or makeup classes that result from an absence due to illness. Regular tuition charges will remain.
- The above guidelines will be enforced if a student is absent from school and is self-reporting.

## V. Faculty or Staff Shows Symptoms of Infectious Disease

- If faculty or staff members arrive sick to school or begin to display symptoms (such as but not limited to fever 100.4 degrees or higher, cough, loss of taste, shortness of breath, etc..) they will be asked to go home immediately.
- The faculty/staff member will be required to refrain from work at The Rockbridge Ballet until they are symptom free for 48 hours. The Rockbridge Ballet reserves the right to request a negative COVID-19 test upon return or a note from a doctor confirming that the individual is symptom free and not contagious.
- All students, their families, faculty, and staff will be notified immediately (within 24 hours of reporting) that they may have been in contact with an individual suspected of infection. If The Rockbridge Ballet is given confirmation of a positive test, the Director will (in writing) inform those who have been in contact with the infected individual. Upon discretion of the Director, notification of possible infection may be shared with the entire school population, however the name of the infected individual will be kept confidential.
- The cleaning staff will be notified by the Director (or designated staff member) of a possible infected individual at the facility so that extra sanitation measures can be taken.
- These guidelines will be enforced if faculty/staff is absent from school and is self-reporting.

### Notes:

*\*The BOD (after consulting with the director of the RB) has the authority to amend the emergency policy with a  $\frac{3}{4}$  vote at any time if additional measures are required. The amended policy will be on file in the office and available upon request.*

*\*When the Director of The Rockbridge Ballet is unavailable, the assistant director may assume the role and enforce the policy.*

*\*The Rockbridge Ballet is not responsible for any credit or financial reimbursement that may result from absenteeism due to compliance with The Rockbridge Ballet Infectious Disease Policy and or The Rockbridge Ballet Guidelines.*

## **The Rockbridge Ballet Guidelines for Travel & Possible Exposure**

### **Student & Employees of The Rockbridge Ballet that Travel Outside of Virginia**

As the cases of COVID 19 increase around the country, we are asking all students, their families and employees of The Rockbridge Ballet who travel outside of Virginia to please inform the school of their travel prior to or upon arrival for class. The CDC guidelines state that travel increases one's chances of getting infected and spreading COVID-19; all individuals traveling should self-monitor for symptoms, and refrain from school for a period no less than 14 days after returning home or until a negative COVID-19 test is confirmed.

As hot spots emerge around the country, the Virginia Department of Health is constantly updating their guidance and we ask all to follow the recommendations. In the event that a student, family member or employee returns from a domestic region that is experiencing a high occurrence of a virus, The Rockbridge Ballet requests that individuals self-isolate upon their return for a period recommended by VDH and or CDC.

### **High Risk Scenarios to Consider When Returning to The Rockbridge Ballet**

- Have you been to a high-risk area (within or outside of VA)?
- Have you traveled via airplane (both domestic or international)?
- Have you traveled outside the United States?
- Have you been exposed to a confirmed or potential infected individual?

**Students & Employees of The Rockbridge Ballet that may have attended a school, camp, class and/or group activity in which there has been a confirmed or possible infection.**

As the cases of COVID 19 increase around the country and more specifically in our immediate areas of Lexington and Rockbridge County, we are asking all students, their families and employees of The Rockbridge Ballet who may have attended school, a camp or group activity in which there is a suspected or confirmed case of infection to inform our organization. Furthermore, we recommend that they refrain from The Rockbridge Ballet until a negative test of the suspected case has been confirmed or for a period of 14 days as recommended by the VDH/CDC.

As hot spots emerge around the country, the Virginia Department of Health is constantly updating their guidance and we ask all to follow the recommendations. In the event that a student, family member or employee returns to school and we have confirmed information of a possible situation in which an individual has possibly been exposed, The Rockbridge Ballet requests that individuals self-isolate upon their return for a period recommended by VDH and or CDC.

These recommendations are designed to help keep all members of The Rockbridge Ballet family safe and to ensure the continuity of our program. We ask that you think of your dance community and follow the recommended safety measures and self-distance when needed and be symptom free before returning.