

# FOOTLITES DANCE STUDIO

## COVID-19 PLAN

Effective 10/5/20 until Further Notice

FootLites has been working diligently to implement health procedure and guidelines to be able to offer a safe and clean environment for all of our students, parents and staff. We will closely monitor any changes with the CDC and Washington State Health Department and will make the appropriate changes as needed.

We will resume in-person operations with reduced occupancy and limited dance capacity. We also have adjusted class duration and stretched out our schedule for allotted cleaning and disinfecting breaks between classes with changing students. Please familiarize your family with these new guidelines for all of us to follow until restrictions are lifted. We thank you for your cooperation with the new procedures and are looking forward to seeing everyone!

### FACE COVERINGS/MASKS:

All FootLites staff will be wearing face masks at all times. **Washington State requires that everyone wear a face covering/mask at all times in all common areas and in the class studios.** Exemptions include people with certain disabilities or health conditions and children under the age of 2. Children under the age of 5 are encouraged, but not required.

### **CHANGES UNTIL FURTHER NOTICE:**

#### **Food and Beverage Sales**

There will be no food and snack sales to prevent contamination.

#### **Items Removed**

Water Dispensers, microwaves and lobby activity items will not be available. Dressing Rooms will be closed.

### **FACILITY GUIDELINES:**

#### **Entering and Exiting Building**

Additional entrances and exits will be utilized at the dance studio. Dancers age 3-12 arriving for class will use the main entrance door on the left. Dancers age 13 and up will use the entrance door in the back of the studio. These entrances will be open for dancer entry 5 minutes prior to the start of class. Once class ends, dancers will be quickly excused through these same doors. Dancers exiting through the main door will exit the door on the left. Parents and adult guardians must be ready to pick up their dancers at their assigned pick up door. Congregating around these doors is not permitted at any time. Any dancers arriving earlier than 5 minutes before class should wait in their car or on a marked spot outside of the doors. Be sure to maintain social/physical distancing while waiting to enter the studio.

#### **Lobby Viewing**

Viewing in the lobby will be limited to respect social/physical distancing. If absolutely necessary, 1 adult guardian of dancers under the age of 7 will be allowed in to observe classes the first lesson of each month. No loitering is permitted in the lobby. Please be sure to maintain 6 feet between yourself and others while in common areas.

#### **Studio Pathways**

Dancers travel within the building will be limited and streamlined. Pathways to each studio room, entrance and exit will be clearly marked.

#### **Classroom Doors**

All classroom doors will be opened and closed by the staff only to reduce high touch points and areas.

#### **Classroom Set-up**

Classrooms will be properly marked on the floor to partition off social/physical distance spacing for all dancers. Dancers must maintain social/physical distance spacing while dancing. Whenever possible, dancers will not change classrooms, the instructors will change in between classes.

#### **Limited Dancer Capacity**

We will be operating at reduced occupancy in each classroom. This will help to give dancers ample space and assist in social/physical distancing practices.

**INITIALS:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

# FOOTLITES COVID-19 PLAN (page two)

## **FACILITY CLEANING + DISINFECTING PROCEDURES:**

### **Classroom Sanitization**

Studio Handles, Ballet Barres, mats, light switches, doorknobs, high-touch areas and all surfaces will be continuously sanitized and disinfected by approved CDC products. Classroom floors will also be steam mopped before the first class of each day and disinfected between classes with changing students. No props will be used. Hand sanitizer stations are located throughout the studio and will be provided in each classroom and in the lobby area.

### **DANCER AND STAFF GUIDELINES:**

Everyone must demonstrate good hygiene habits and proper Covid-19 preventative etiquette while occupying FootLites Dance Studio.

Everyone must sanitize/wash their hands before and after class, especially when participating in multiple classes in a row.

Everyone must attend class wearing appropriate dance shoes or socks. For Hip Hop, dancers must wear sneakers that have never been worn outside or jazz shoes. Bare feet will not be allowed. Dancers should arrive dressed for class as our dressing rooms are currently closed.

Everyone must bring their own water bottle to class.

To eliminate the sharing of some things, certain items will be required to purchase for individual use based on the level and age of the student. "Dance Class Packs" will be available for purchase at the studio or may be purchased on your own. Items may include individual poly spots, TheraBands, yoga blocks, wands etc.

Students and staff are only permitted to bring a limited number of belongings. These belongings must remain in an allocated spot while attending class and must be taken home when leaving for the day. We recommend you only bring what you need for class and come ready to attend. (For example, dance shoes, water, snack and phone in a very small bag).

Students will not be able to congregate in common areas before and/or after class to keep our facility pathways open and safe for all.

## **VIRTUAL OPTIONS:**

### **Virtual Classes and Zoom**

We will stay virtual. We plan to keep our classes accessible via Zoom. We want to be able to offer something that is in line with everyone's comfort zone and enables our families to return to our environment when they are most ready, as well as be able to access what is happening at the studio from home as needed. We will also be able to utilize our Virtual learning Space options should the COVID-19 pandemic interrupt our ability to provide in-person classes. If you are needing a Zoom option for class, please email the office at [office@footlitesdance.com](mailto:office@footlitesdance.com). If needed, larger classes will split and dance every other week in the studio with the off weeks on zoom until we can all be together.

## **HEALTH + WELLNESS:**

### **Temperature Checks**

Everyone entering the dance studio will receive a touch free temperature check. As a precaution, we recommend you perform your own temperature check before coming to the dance studio as well. If anyone has a fever (100 or higher) they will not be allowed to enter the facility and should remain home until they are 72 hours fever-free without the use of a fever-reducing medication or 10 days after the illness began, whichever is longer. For other illness, stay home for 24 hours after symptoms resolve.

### **Flu-Like Symptoms**







Students, parents and staff must notify us immediately and stay home if they or a member of their household have any flu-like symptoms or illness. Students, parents and staff should continue to remain at home if they or a member of their household is considered high risk.

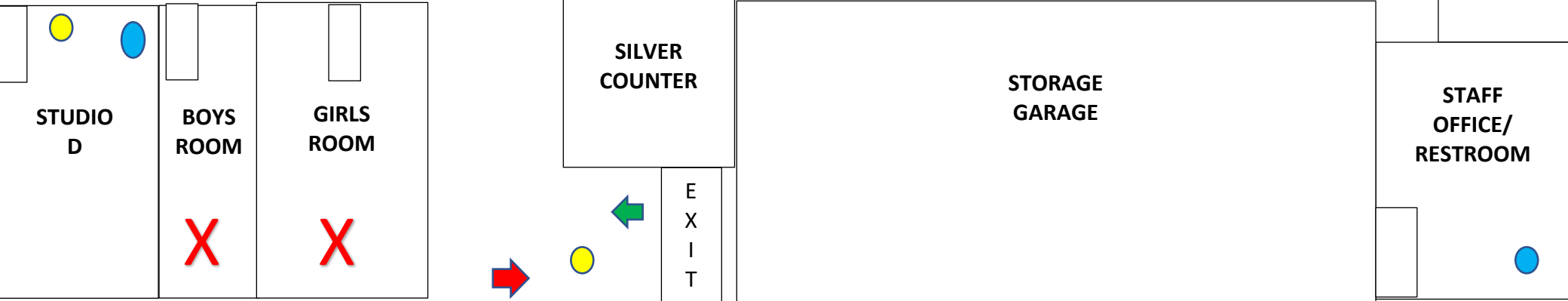
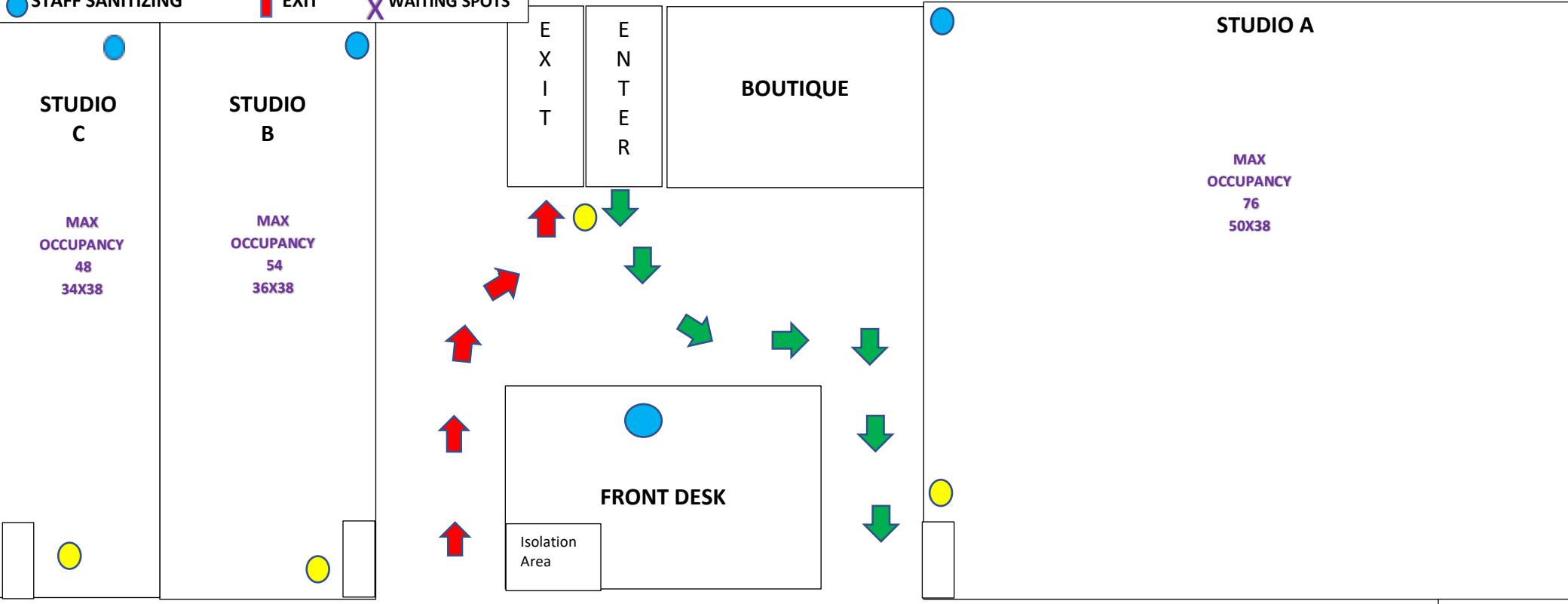
### **Possible Exposure to Covid-19**

Students, parents and staff must notify us immediately and stay home if they or a member of their household have possibly been exposed to Covid 19 or if they have traveled anywhere (other than road trips), for a MINIMUM of two weeks before returning to the dance Studio. Whenever we receive a notification of an exposure, we will disinfect per CDC standards and notify all clients via email immediately.

**INITIALS:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**KEY:**

-  SANITIZING STATION
-  STAFF SANITIZING
-  ENTER
-  EXIT
-  CLOSED
-  WAITING SPOTS



**REGISTRATION  
FORMS &  
COVID WAIVER**

# FOOTLITES DANCE STUDIO

office@footlitesdance.com

12 N. 1<sup>st</sup> Street Selah, WA 98942. 509-697-9898 www.footlitesdance.com

Dancer #1 \_\_\_\_\_ Age \_\_\_\_\_ DOB \_\_\_\_\_ Grade \_\_\_\_\_ School \_\_\_\_\_ Dismissal Time \_\_\_\_\_ Phone# \_\_\_\_\_

Dancer Email \_\_\_\_\_ Known Allergies \_\_\_\_\_ T-shirt Size YXS YS YM YL YXL AS AM AL AXL AXXL

Dancer #2 \_\_\_\_\_ Age \_\_\_\_\_ DOB \_\_\_\_\_ Grade \_\_\_\_\_ School \_\_\_\_\_ Dismissal Time \_\_\_\_\_ Phone# \_\_\_\_\_

Dancer Email \_\_\_\_\_ Known Allergies \_\_\_\_\_ T-shirt Size YXS YS YM YL YXL AS AM AL AXL AXXL

Dancer #3 \_\_\_\_\_ Age \_\_\_\_\_ DOB \_\_\_\_\_ Grade \_\_\_\_\_ School \_\_\_\_\_ Dismissal Time \_\_\_\_\_ Phone# \_\_\_\_\_

Dancer Email \_\_\_\_\_ Known Allergies \_\_\_\_\_ T-shirt Size YXS YS YM YL YXL AS AM AL AXL AXXL

Preferred Email for Parent Portal Access, Newsletters, and Statements \_\_\_\_\_

Preferred Cell Phone Number for text alerts (ex. Cancelled Classes or Reminders) \_\_\_\_\_

Parent #1 \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Employer \_\_\_\_\_ Cell # \_\_\_\_\_ Home # \_\_\_\_\_ Work # \_\_\_\_\_

Email Address \_\_\_\_\_ Is this parent responsible for payments? \_\_\_\_\_

Check box if info has changed

Parent #2 \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Employer \_\_\_\_\_ Cell # \_\_\_\_\_ Home # \_\_\_\_\_ Work # \_\_\_\_\_

Email Address \_\_\_\_\_ Is this parent responsible for payments? \_\_\_\_\_

Emergency Contact if above cannot be reached: Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Anything else we should know about your child/children: \_\_\_\_\_

REFERRED BY: \_\_\_\_\_

# FOOTLITES DANCE STUDIO POLICIES

PLEASE READ ALL POLICIES AS SOME HAVE CHANGED, INITIAL AT THE BOTTOM OF THE PAGE

**REGISTRATION / ENROLLMENT:** An annual non-refundable \$30.00 registration fee per student is due upon enrollment. Included in this fee is a FootLites T-shirt (given out in May) Once a student is enrolled, tuition will continue to be charged each month through June.

**TUITION:** Our program is based on a 9-month season (36 lessons including in studio rehearsal and dress rehearsal) running October through June. Monthly tuition is the same each month, October through May, regardless of attendance, school closures, and holiday vacations. Class Tuition is due the first lesson of each month. Any cancelled classes will have a credit inputted into accounts at the end of our Season. If payment is not received by the 10<sup>th</sup> of each month, a **Late fee of \$15.00** will be assessed for each outstanding balance per account, per month. Please pay your tuition on time. **A \$40.00 fee** will be assessed for each returned check. Payments may be made by check, cash, Visa, MasterCard, or automatic payment through your bank or online via your parent portal. **Auto pay will be taken out on the 1<sup>st</sup> of the month unless it falls on a weekend, then it will be taken out on Monday.**

**\*\*10% Discount:** For our 2020-2021 Season we will not be able to offer a 10% discount for tuition paid in full upfront. Parents do have the option to still pay in full at the beginning of the season.

**REFUNDS:** In the event FootLites has to REFUND any payment made for tuition, costumes, etc.; if these payments were made with a credit card, the refund will be less the credit card fees. Credit Card fees are at 4%.

**ATTENDANCE/PARENT PICK UP:** Attending class on a regular basis ensures progress for all students and excessive absences puts a dancer behind his or her class. Please avoid missing class as much as possible once recital choreography is started. Please contact the studio if your child will be absent due to illness or other commitments. A \$1.00 per minute wait fee will be charged after 5 minutes if your child is not picked up on time.

**CLASS PLACEMENT:** Class placement is done on an individual level and is determined by the instructors. We take into consideration the dancer's ability and certain age restrictions.

**DROPPING/CHANGING OF CLASSES:** You may not drop or change classes in the current month you are in. An add/drop class form must be filled out and turned into the office by the **25<sup>th</sup>** of the current month to be effective for the following month. **Your class will not be dropped or added just by informing your instructor.** If this is not followed and your form is not signed and turned in by the **25<sup>th</sup>** of the month, you will be charged the next month's tuition for that class(es).

**COSTUMES:** Each student participating in the Spring Recital will be responsible for purchasing a costume for each routine they perform in. This costume fee does not include tights, props and appropriate dance shoes for performances. A \$40.00 costume deposit, per routine, and \$60 hip hop or cheer costume deposit is due no later than Nov 1<sup>st</sup>. The remainder of your costume balance is due in January during costume week when all costumes are chosen. If the balance is paid after Jan 10<sup>th</sup>, additional shipping charges will be added to your account along with a \$10 Late Fee per costume. Costumes will not be ordered without full payment. All costume fees are non-refundable. **Costumes will not be handed out to any student with an outstanding account even if your costumes have been paid for.**

**RECITAL:** All students are encouraged, but not required, to participate in our annual Spring Recital held at the Capitol Theatre in June. All accounts must have a zero balance in order to participate in our Spring Recital. All balances must be paid by June 10<sup>th</sup> or a \$15.00 Late Fee will incur. Tickets will go on sale in May TBD.

**CLASS OBSERVATION:** Viewing in the lobby will be limited to respect social/physical distancing. If absolutely necessary, 1 adult guardian of dancers under the age of 7 will be allowed in to observe classes the first lesson of each month. No loitering is permitted in the lobby. Please be sure to maintain 6 feet distance from others.

**DRESS CODE:** Students must dress appropriately for dance class. No jeans, boxer shorts, baggy t-shirts or pajama bottoms will be accepted. Hair should be pulled back and out of your child's face. Please do not wear your dance shoes outside or your street shoes inside on the studio floor. **LABEL** all dance items. See our Parent Handbook for additional information. Individual instructors may permit variations of the dress code.

**INITIALS:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

Please mark which classes your child is interested in:

**Age 3-Kinder:** \_\_\_\_\_

- Ballet 30min class
- Tap 30min class
- Hippety Hop for Kinders Only

**1st Grade:** \_\_\_\_\_

- Ballet 45min class
- Tap 45min class
- Jazz 45min class
- Hip Hop 45min class
- Pom 1 hour class
- Cheer 45 min class
- Tumbling *not offered at this time*

**2nd grade – 9yrs old :** \_\_\_\_\_

- Ballet 1 hour class
- Tap 45 min class
- Jazz 45 min class
- Hip Hop 45 min class
- Lyrical 45 min class
- Musical Theatre 45 min class
- Cheer 45 min class
- Strength & Flex 45 min class (no recital routine)
- Tricks Turns & Leaps 1 hour class (no recital routine)
- D.E. Team Technique 1 hour class (no recital routine)
- Tumbling *not offered at this time*

**10-12 yr olds:** \_\_\_\_\_

- Ballet 1 hour class
- Tap 45 min class
- Jazz 45 min class
- Hip Hop 45 min class
- Lyrical 45 min class
- Musical Theatre 45 min class
- Cheer 45 min class
- Pom 1 hour class
- Strength & Flex 45 min class (no recital routine)
- Tricks Turns & Leaps 1 hour class (no recital routine)
- D.E. Team Technique 1 hour class (no recital routine)
- Tumbling *not offered at this time*

**13 and up:** \_\_\_\_\_

- Ballet 1 hour class
- Tap 45 min class
- Jazz 45 min class
- Hip Hop 45 min class
- Lyrical 45 min class
- Musical Theatre 45 min class
- Pom 1 hour class
- Strength & Flex 45 min class (no recital routine)
- Tricks Turns & Leaps 1 hour class (no recital routine)
- Ballet Tech 1 hour class (no recital routine)
- Pointe/Pre-Pointe 1 hour class (must be enrolled in Ballet Tech)
- D.E. Team Technique 1 hour class (no recital routine)
- Tumbling *not offered at this time*

*Tuition Prices are Per Month/Per Child and due the 1<sup>st</sup> lesson of each month. A \$15.00 late fee will be applied if not paid by the 10<sup>th</sup> of the month. A 10% discount will be applied for subsequent family members enrolled.*

30 minutes.....	\$40.00
45 minutes.....	\$60.00
1 hour.....	\$65.00
1.25.....	\$72.00
1.5.....	\$84.00
1.75.....	\$92.00
2.....	\$99.00
2.25.....	\$106.00
2.5.....	\$114.00
2.75.....	\$121.00
3.....	\$130.00
3.25.....	\$137.00
3.5.....	\$144.00
3.75.....	\$151.00
4.....	\$160.00
4.25.....	\$167.00
4.5.....	\$174.00
4.75.....	\$181.00
5.....	\$189.00
5.25.....	\$197.00
5.5.....	\$206.00
5.75.....	\$214.00
6/unlimited.....	\$225.00

Private Lessons:  
 \$35.00 per ½ hour  
 \$60.00 per hour  
 \*Can be scheduled with Instructor

# STUDENT INFORMATION

What is the earliest time your child could attend class? 1:30 2:45 3:00 3:30 3:45 4:00 4:15 4:45 5:00 5:15 5:30 5:45 6:00  
Weekday Morning Saturday Morning

Please list days which are bad and any sports (times) that may conflict with your dancer:

## If you are New to FootLites, Please list any Previous Experience:

Ballet \_\_\_\_\_ yrs \_\_\_\_\_ Studio

Jazz \_\_\_\_\_ yrs \_\_\_\_\_ Studio

Tap \_\_\_\_\_ yrs \_\_\_\_\_ Studio

Hip Hop \_\_\_\_\_ yrs \_\_\_\_\_ Studio

Lyrical \_\_\_\_\_ yrs \_\_\_\_\_ Studio

Other \_\_\_\_\_ yrs \_\_\_\_\_ Studio

The undersigned does \_\_\_\_\_ / does not \_\_\_\_\_ give permission for FootLites Dance Studio staff to authorize Emergency Medical Treatment for the above-named student in the event they find it is necessary. The undersigned does \_\_\_\_\_ / does not \_\_\_\_\_ give permission for FootLites Dance Studio staff to administer Tylenol or Ibuprofen for the above-named student in the event they find it is necessary.

### \*WEBSITE \* VIDEO \* PHOTO RELEASE

FootLites Dance Studio is planning on starting a website and would like to utilize that to provide information with the public about the Studio. All formal and informal photos may be used on this website or in flyers as advertisement. Dancers last names will not be posted along with any photos being used. Personal information is not given out in any advertisement.

I understand that any photos taken of my child as a FootLites Dance Studio participant may be used for publication and team promotion. (initial)

I understand that any formal and informal photo may be used in promotion advertising or placed on the website. (initial)

I understand that casual action photos may be taken at practices and performances. (initial)

I **DO NOT** want any individual photographs of my child, \_\_\_\_\_ placed on FootLites Dance Studio website or used in any promotional advertising for FootLites at this time.

**HOLD HARMLESS AGREEMENT: THE UNDERSIGNED MEMBER AND THEIR GUARDIAN(S) INDEMNIFIES AND HOLDS HARMLESS FOOTLITES DANCE STUDIO AND THEIR REPRESENTATIVES FROM ANY LIABILITY WHATSOEVER FOR ANY DAMAGES OR INJURIES, AND FROM ANY AND ALL CLAIMS AND DEMANDS, INCLUDING ATTORNEY FEES, ARISING OUT OF THE PARTY'S PARTICIPATION IN DANCE CLASSES, PRIVATE LESSONS, REHEARSALS AND/OR PERFORMANCES PROVIDED BY OR PARTICIPATED IN THROUGH FOOTLITES DANCE STUDIO.**

BY SIGNING BELOW, I ACKNOWLEDGE I HAVE RECEIVED AND READ THE POLICIES AND FINANCIAL RESPONSIBILITIES AND UNDERSTAND AND AGREE TO ALL OF THESE TERMS AND CONDITIONS.

\_\_\_\_\_  
Parent/Legal Guardian Signature

\_\_\_\_\_  
Date



# FOOTLITES DANCE STUDIO

## COVID-19 RELEASE AND WAIVER OF CLAIMS ADDENDUM (“RELEASE”)

The undersigned, in my capacity as a parent or legal guardian, hereby acknowledge the health risk and dangers associated with the transmission of the COVID-19 virus, and other communicable diseases, and recognize that exposure to the COVID-19 virus, or other communicable diseases, could occur while my child is in the care of the FootLites Dance Studio and or Dance Explosion Team Programs.

As such, and in consideration for services to be provided by FootLites Dance Studio, and Dance Explosion Teams, the undersigned for myself and my minor child(ren) enrolled in the Program(s) fully assume all of the risks associated with participation in the Program(s), including the possibility of COVID-19 (or the novel coronavirus) community spread.

I, as a parent and/or legal guardian, have read and fully understand and acknowledge the contents of the Release and agree that I am voluntarily waiving, releasing, indemnifying and discharging FootLites Dance Studio and or Dance Explosion and their Directors, employees and volunteers from any and all liability, damages, and each and every action (collectively, “Claims” ) by participation in and/or associated with the Program(s) including, but not limited to, exposure or transmission of the COVID-19 virus.

I represent that I have full authority to sign on behalf of my child(ren) and that my signature binds each other person having authority to make decision on behalf of the child(ren).

My signature below is confirmation that I have read and fully understand and acknowledge the contents of the Release and agree that I am voluntarily waiving, releasing, indemnifying and discharging FootLites Dance Studio and their Directors, employees and volunteers from the Claims.

\_\_\_\_\_  
PARENT NAME

\_\_\_\_\_  
PARENT SIGNATURE

\_\_\_\_\_  
DATE

CHILD(REN) NAMES:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_