

PLEASE NOTE THIS COVID-SAFE PLAN HAS BEEN CREATED TO ADHERE TO VICTORIAN STATE GOVERNMENT RESTRICTIONS AS AT THE 16TH DECEMBER, 2020. AS MORE RESTRICTIONS ARE EASED, THIS PLAN WILL BE UPDATED AND RE-RELEASED.

At Kreationz Cheer and Dance, our primary focus is to keep our dance family safe. This COVIDSafe plan has been prepared to protect our students, parents and staff. All students, parents (and/or guardians) and staff must comply with the Kreationz COVIDSafe Plan and associated procedures as listed below.

At Kreationz, we take very seriously the position and role we play for young people in our community. We are committed to maintaining best practices in relation to hygiene standards, and will always strive to make our environment safe, supportive, nurturing, and joyous for our students.

Resuming our operations after the 2020 closure has meant that we need to run a little differently to how we have in the past. These measures are in line with current Victorian State Government guidelines and will be regularly reviewed and updated, as necessary.

Our COVIDSafe Plan and Procedures have been developed using Work Safe, Dance Arts Alliance and Ausdance best practice guidelines. The Ausdance Return to Dance guidelines can be viewed at <https://www.ausdancevic.org.au/resources-from-ausdance-vic>

Enrolment and participation at Kreationz Cheer and Dance is based on agreement to the following Terms and Conditions:

1. ILLNESS PROTOCOL

- 1.1 Students, parents, and staff **MUST NOT** attend Kreationz classes if they:
 - 1.1.1 Have any symptoms of cold, flu and/or fever.
 - 1.1.2 Have been in contact with an individual who has tested positive to COVID-19 in the past 14 days.
 - 1.1.3 Have been in contact with an individual who has been tested for COVID-19 but are awaiting results
- 1.2 Any individual who has attended Kreationz Cheer and Dance **MUST** notify our office via email if they have tested positive for COVID-19.
- 1.3 Kreationz Cheer and Dance reserves the right to refuse entry to any student, parent or teacher who presents with any symptoms as per above.
- 1.4 Kreationz may take student, staff and parent temperatures, if required by the Victorian State Government.
- 1.5 Please see the following website for COVID-19 symptoms: <https://www.dhhs.vic.gov.au/victorian-public-coronavirus-disease-covid-19>
- 1.6 Vulnerable students with medical conditions who may be at increased risk, or those with underlying medical conditions, should obtain advice from their doctor before returning to the studio.

2. HYGIENE PRACTICES

- 2.1 Hand sanitiser, soap, disposable hand towels and tissues will be provided in the studios, bathroom and at reception.
- 2.2 All persons who enter the studio will be required to wash and/or sanitise their hands upon entry and exit.
- 2.3 The studio and all areas of the building will be cleaned and sanitised daily. This will include wiping down "high-touch" surfaces in between each class including barres, door handles and handrails.
- 2.4 If there is use of communal props in class, these will be sanitised after each individual use.
- 2.5 Where possible, doors will remain open to avoid the touching of door handles.
- 2.6 Students are not permitted to bring tablets, food, or toys to share with other students.
- 2.7 Signage and social distancing markers will be displayed throughout the building.

3. STAFF RESPONSIBILITIES

- 3.1 All staff have undertaken Australian Government COVID-19 Infection Control Training and will remain up to date with Victorian State Government guidelines and best practice, in relation to hygiene and infection control.
- 3.2 All staff have received formal training in Kreationz COVID-19 procedures.
- 3.3 Staff will remind students of the importance of good hand washing hygiene and ask all students to sanitise hands before and after each class, and after bathroom breaks.
- 3.4 Staff will clean and sanitise the studio and all areas of the building daily. This will include wiping down “high-touch” surfaces in between each class including barres, door handles and handrails.
- 3.5 Staff will keep records of teachers’, administration staff, students’ and parents’ entrances and exits in the facility, which will be kept for contact tracing purposes.
- 3.6 Parents/carers will be called for immediate pick up if a student presents as unwell.
- 3.7 Kreationz staff will fully supervise all students during drop off and pick up times, to eliminate the need for parents/carers to enter the building (unless absolutely necessary as per clause 4.2).
- 3.8 Staff will not come into the studio if they are unwell.
- 3.9 Administration staff will wear a mask at all times, *if required by the Victorian State Government*. Teachers will wear a mask before and after class, but not during class, *if required by the Victorian State Government*.

4. DROP OFF AND PICK UP PROCEDURE

To enable Kreationz to control the number of persons in each space at any one time, and to ensure that maximum capacity/density limits set out by the Victorian State Government are adhered to, the following conditions will apply:

- 4.1 Parents of **school aged students** are encouraged to not come inside the premises, unless necessary.
 - 4.1.1 Students aged 11 years and over may enter/exit the building independently to and from their parent’s car.
 - 4.1.2 Students aged 10 years and under must be accompanied by a parent to and from the **front door of the studio**, where students can then independently enter the studio.
- 4.2 **Pre-School and All Abilities students** may be accompanied into the studio by **ONE** parent/carer, only if necessary.
- 4.3 Parents/carers who enter the building will be required to:
 - 4.3.1 Sign in and out which includes leaving contact information for contact tracing requirements for **EVERY** entry/exit,
 - 4.3.2 Wear a mask at all times (*if required by the Victorian State Government*),
 - 4.3.3 Sanitise hands upon arrival and exiting,
 - 4.3.4 Adhere to social distancing,
 - 4.3.5 Refrain from bringing siblings on site. Should a parent need to bring other children to the studio, you will be required to drop your child at their class and then wait in your car or go for a walk etc.
- 4.4 Parents/carers are to be punctual at pick/up drop off times, so to avoid students needing to stay in waiting areas.
- 4.5 **Students are not permitted to be dropped off early or picked up late.**
- 4.6 Parents waiting outside must maintain social distancing and wear a mask at all times, if required by the Victorian State Government.

5. STUDENT RESPONSIBILITIES

- 5.1 Students are requested to go to the bathroom and wash their hands at home before coming to the studio.
- 5.2 Students will be required to wash and/or sanitise their hands upon entry and exit.
- 5.3 Students must bring in a **LABELLED** zip lock bag, their labelled change of shoes and a labelled drink bottle to class. *Please no dance bags due to closure of lockers. We encourage parents to wipe these items before coming to class and when you get home.*
- 5.4 Refrain from any unnecessary body contact and abide by the social distancing practices in place at the studio (e.g. hugging, high five etc). We understand this is more challenging for little ones and will do our best together to promote positive strategies and age appropriate alternatives.
- 5.5 All Cheerleading/Tumbling/Acro/Stretch students are required to bring their own yoga mat or towel.
- 5.6 Students that use the bathroom will need to sanitise their hands before leaving class and upon re-entry into class.
- 5.7 Students must take all belongings home. Any belongings left at the studio are required to be discarded.
- 5.8 Students must **NOT** bring food into the studio.

5.9 Students over the age of 12 must wear a mask before and after class, *if required by the Victorian State Government*). Masks may be removed during class.

6. USE OF FACILITIES

- 6.1 Toilet facilities are open, however students are encouraged to use the toilet before and after class at home, if possible.
- 6.2 Locker areas are closed. Refer to item 5.3.
- 6.3 All areas will abide by maximum capacity limits of 1 person per 4 sqm.
- 6.4 Reception will be open however only 2 people are allowed in reception at the one time. Please maintain social distancing.
- 6.5 Payments can only be made via direct debit or credit card.
- 6.6 Uniforms can be purchased via our online order form at <https://www.ecwid.com/store/kreationzmerchandise/>. Students will be able to collect these items before or after their class time. We highly encourage parents to purchase uniform without the need to try garments on.
- 6.7 Allocated times to purchase uniforms and/or to try on uniform will be organised and advertised for those who are seeking this service. These times will be outside of class times.

7. MISSED AND CANCELLED CLASSES

- 7.1 There will be no refunds for students not attending class due to illness AND/OR if Victorian State Government restrictions require us to stop face-to-face learning.
- 7.2 Makeup classes will be offered to students not attending class due to illness.
- 7.3 If Victorian State Government-imposed restrictions require Kreationz to close our doors once again, we will revert to immediate online learning platforms. By re-enrolling with Kreationz you are agreeing to this approach and understand that you will not be refunded for any fees paid.

8. ASSUMPTION OF THE RISK AND WAIVER OF LIABILITY RELATING TO CORONAVIRUS/COVID-19

- 8.1 Kreationz Cheer and Dance commits to comply with all Victorian State Government Guidelines to combat the spread of COVID-19; however, Kreationz Cheer and Dance cannot guarantee that you or your child(ren) will not become exposed; and if exposed, that you or your child will not be infected with COVID-19.
- 8.2 You acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that your child(ren) and yourself may be exposed to, or infected by, COVID-19 by attending Kreationz Cheer and Dance.
- 8.3 You voluntarily agree to assume all of the foregoing risks, and accept sole responsibility for any exposure or infection to yourself or your child(ren), that may be experienced or incurred in connection with your or your child(ren)'s attendance at Kreationz Cheer and Dance.
- 8.4 You agree to release and hold harmless Kreationz Cheer and Dance, its owners, operators, contractors and employees from any and all liability, claims, demands, and causes of action whatsoever, arising out of any exposure to COVID-19, related to any illness or injury, including death, that may be sustained by the participant and/or parent, while in or upon the premises or any premises under the control and supervision of Kreationz Cheer and Dance, its owners, operators and teachers or en route to or from any of said premises.
- 8.5 You agree to notify Kreationz Cheer and Dance, if yourself, your child(ren), or any member of your household contracts COVID-19 or has come into contact with someone who has tested positive for COVID-19.
- 8.6 You have read, understood, and agree to abide by the COVIDSafe Plan put in place by Kreationz Cheer and Dance.