



VICTORIA
ACADEMY
of BALLET

Covid-19 Handbook

Monitoring Health:

- VAB asks that all students, faculty, staff, and visitors monitor their health daily.
- If you are sick, or experiencing any symptoms of Covid-19 (list of symptoms found [here](#)) please stay home, notify VAB, and call 8-1-1 for further guidance.
- If feeling sick, students, staff, and faculty are encouraged to complete the BC-Self Assessment Tool found [here](#).
- Please see your program's absence guide for who to contact if you are sick, or experiencing Covid-19 symptoms:
 - General Program Absence Guide found [here](#).
 - PTP/BP Absence Guide found [here](#).
- Students, staff, faculty, and visitors must all complete a Covid-19 health check-in upon arrival. The individual completing the check-in must initial to ensure the validity of the reporting.
 - VAB will keep these check-in sheets on record in the event of a positive Covid-19 case or outbreak.

PLEASE monitor your health daily and report any illness, or potential Covid-19 symptoms.

Cleaning and Disinfecting:

- VAB has two washroom sinks with soap. Both washrooms are only allowed one occupant at a time. Please knock before entering.
- No-touch hand sanitizer pumps are located at the entrance of every space.
- Students must sanitize their hands upon arrival.
- Please find over 10 hand-sanitizer stations located throughout VAB.
- There is cleaning and sanitization of the studios between every new group of students.
- There is regular, scheduled disinfecting of high touch surfaces in communal areas (door handles, light switches, hand railings etc.).
- Both studios are disinfected twice daily by a medical grade hazer using Vital Oxide.
- All office spaces are equipped with Ammonium Chloride and are wiped down regularly by staff and faculty.

PLEASE practice regular and thorough personal hygiene.



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Director
Fellow & Examiner CC-CIBC
Enrico Cecchetti Final Diploma



Physical Barriers and Markings:

- Arrows mark the direction and flow of traffic in all common areas.
- Stop signs/markings indicate when to pause and check the capacity of a room.
- Six-foot floor markers show where to safely stand if waiting.
- Line barriers have been installed to cordon off administrative areas.
- Room capacities are posted in each space.
- Plexiglass has been installed around all administrative desks.

PLEASE respect physical distancing.

Mandatory Masks in Common Areas:

- All students, staff, faculty, and visitors are required to wear non-medical masks in all common areas of VAB.
- Masks may be required in the studios.
- Staff who are safely behind a plexiglass barrier are not required to wear a non-medical mask.
- Students will bring their masks into the studio. Please bring a small bag (Ziploc) or have a safe way to store your mask that is off the floor.
- If you have forgotten your mask, please ask a staff member for a disposable one.

PLEASE remember your mask.

Pick-Up and Drop-Off:

- Students in our Twinkle Tots, Kinder, and Pre-Primary levels can be accompanied into the building by one parent/guardian.
- Students in our Primary levels and up must be dropped off at the lower entrance door (unless other arrangements have been made).
- Students are not allowed to be onsite for any extended period beyond their allotted class/check-in time.
- Parents/guardians are not allowed into the building for pick-up (unless otherwise arranged). Please wait outside of the front gate.

PLEASE be prompt in pick-up and drop-off or arrival and departure.

Entrance and Exit:

- All students, staff, faculty, and visitors must enter through the lower, side door located along the alley on the ground level.
- DO NOT proceed up the outside stairs.
- The 2nd floor door and staircase are now used as an exit ONLY.
- Students will do their daily health check-in at the lower entrance, unless told otherwise.
- If a student arrives late, or the lower entrance door is locked and you are arriving for your correct class time, please use the 2nd floor door and check-in at the front desk.
- For our younger classes, students will be escorted out the 2nd floor and down the stairs to meet their parents. These students will be monitored until safely picked up by their parent/guardian.

PLEASE enter through the ground level door and exit through the 2nd floor door.

What to Bring:

- Students, staff, faculty, and visitors are asked in advance to bring as little as possible to VAB.
- Please come dressed in your dance attire, with little outside material, such as backpacks and bags.
- As previously stated, please make sure you bring a mask and a bag to store your mask.
- Water bottles are encouraged in the studio. Please try to ensure that your water bottle is secure and does not leak or spill.

PLEASE avoid bringing any unnecessary items to VAB.

Eating Onsite:

- There will be no snacks or food allowed onsite.
- If a student needs to have a quick snack, they must step outside.
- No snacks or beverages will be sold.

PLEASE do not bring food.

Communication:

- VAB will relay important and accurate messaging regarding Covid-19 and the risk of transmission.
- In the event of a positive case, or outbreak, VAB will work with Public Health Officials to provide them with information for contact tracing.
- Posters from the BC-CDC are posted in numerous locations.
 - Physical Distancing Poster
 - Hand Washing Poster
 - Do Not Enter If Sick Poster
- Stay connected on our various platforms:
 - Website postings (Covid-19 Webpage found [here](#)).
 - Facebook postings (General Program Facebook Page found [here](#) & PTP/BP Facebook Page found [here](#))
 - Newsletters (emailed).
 - Email, phone/text, and video chat (Zoom, Facetime etc.)

PLEASE stay up to date on VAB's Covid-19 protocols and procedures and maintain good communication.

While we will be taking all necessary precautions required, a student's return at his or her own risk and VAB is not responsible if a student contracts COVID-19 while traveling to and from Victoria, while traveling to and from the studios within Victoria, travelling for personal reasons, or while training at the studios.