



correspondence address: 76 Bishops Wood, Woking, Surrey GU21 3QB  
mob: 07773 121884 tel/fax: 01483 730603 email: [contact@lesta.org.uk](mailto:contact@lesta.org.uk) web: [www.lesta.org.uk](http://www.lesta.org.uk)

The impact of COVID-19 has affected us all and I hope you are all well and coping during these unusual times. It's been a strange time not only for the dance school but in general life. It has totally changed how society lives and has at times has been quite scary. I can't imagine what the pupils of the dance school have been going through, especially the younger ones. Their worlds have been turned upside down!

As you all know, COVID forced the dance school to move to online Zoom classes but thankfully, it now looks like we will be allowed to return to the dance studio for face to face classes starting from September.

I have been busy in the background reading the endless (and sometimes contradicting) guidance issued by the government. With help from a Professional Risk Assessment Company and my dance teacher's mentoring group, I have been able to decipher the information and have put together a new timetable for the Autumn term along with a new COVID guidance.

Please could you read the document below, which hopefully answers all your questions about how the school will run from September onwards.

Shortly, I will update the schools Terms and Conditions to include the information in this document and I will let you know when I have done this. **This will need to be signed prior to your child being able to return to classes** but I will send you all details on how you can access the new terms and conditions nearer the time.

There is a lot to take in, so please read this document carefully and if you have any questions please do not hesitate to contact me.

## WHAT IS LESTA DOING TO KEEP ME AND MY CHILDREN SAFE

Everything we can. We have put in place extensive new systems & processes to ensure everyone's safety

- Foyer & kitchen will be out of bounds to ALL PUPILS/PARENTS (this may be relaxed at some point)
- Pupils to bring their own equipment where necessary, an email will go out shortly with a list of items depending on the class.
- One-way entrance and exit system will be in place
- Social Distancing everywhere including outside
- Marked spots on the floor to show pupils where to stand
- Class registers as usual which can be used for track and trace, if necessary
- There will be no uniform available to buy in the hall until further notice.
- The hall will be cleaned by a professional cleaner at the start of each day. We will clean all touch point surfaces between class changeovers.

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- Hand Sanitiser will be available at the entrances and exits and throughout the building
- COVID Signage throughout hall
- Teachers will be closely monitoring the kids and reminding them not to touch their face
- Teachers will not be hands on correcting and will remain at least 2 metres away from dancers
- Teachers have completed a COVID Infection, prevention and control course
- Teachers will have training prior to classes starting about the new processes that have been put in place

## WHAT PERSONAL HYGIENE DOES EVERYONE HAVE TO FOLLOW?

We ask that every dancer takes responsibility for personal hygiene and also respect the space of others including:

- Using the provided hand sanitizer on entrance and exit of the hall (those that are allergic to bring their own and use it as they enter the building)
- Washing / sanitising hands after going to the bathroom and touching face
- Coughing and sneezing into your elbow or tissues, that will be available at the hall and dispose of them in the bins
- Ensure they are socially distancing and refraining from going too close to the next person (this is not required in Melody Movement or First Ballet Modern & Tap but will be encouraged)
- Bringing own equipment where necessary
- Bringing own filled NAMED drink bottle placed near their spot
- Not sharing or touching anything not necessary to training
- Pupils to bring bags into the halls and place them on a chair.
- No bare feet – Please wear ballet shoes, jazz shoes or bloch sox (dance socks with grips and turning pads in black or nude)

## WHAT ARE THE HEALTH QUESTIONS I NEED TO ANSWER BEFORE ENTERING THE HALL?

Are you well enough to come to dance?

1. Do you have a cough, sore throat, runny nose or fever?
2. Do you have any new respiratory symptoms, shortness of breath or temporary loss of taste/smell?
3. Have you been in contact in the last 2 weeks with anyone who has any of the above symptoms?

Anyone displaying any sickness symptoms or been around someone sick within the last 2 weeks is not to enter the building. Please arrange to get a test and quarantine for 14 days before returning to class. Unfortunately, no refunds can be offered for anyone quarantining as we still have hall hire and teacher costs to pay out. Classes will go back on zoom in the event of hall closure.

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## HOW SHOULD I ARRIVE/LEAVE THE HALL?

The government advises the following:

- Try to avoid public transport
- Don't lift share. Please arrive with your own household only
- All children under 6 to be brought to the entrance by ONE parent/guardian only
- All children over 6 to be watched walking into the building, if necessary, one parent to walk them over
- Teachers will collect pupils when they can come in for class, this means prompt pickups and drop offs. Please arrive only 5 mins early and please social distance while you wait
- Once you have dropped off your child please either wait in the car or collect them at the end of their class. Please do not congregate outside the hall.
- Please do not enter the building unless you have an appointment/class
- Use the one-way system for the hall

## WHAT WILL I NEED TO BRING TO THE HALL?

Please bring

- They will need their own named water bottle to bring to class. There will be no cups available for those who forget their bottles. We will have facility to fill up water bottles if they need extra
- Towel if you sweat
- Uniform / Shoes etc
- We request you come already dressed in your uniform with something warm over the top – minimal extras as possible.
- All items required for the class – a list will be issued shortly to the classes that require their own props/accessories

## DO I NEED TO WEAR A MASK/GLOVES?

Pupils will not need to wear mask or gloves. It is not safe to wear them while dancing as they reduce the ability to breath comfortably. Sweat can also make the mask wet more quickly and promotes the growth of microorganisms. All parents entering the building must wear a mask.

## ARE YOU DOING ANY EXTRA CLEANING?

Yes, we will be. We will be sanitising all contact touch points between classes.

## HOW WILL YOU DO CONTACT TRACING?

We have our online registers as well as our pupils and parent's details on our online database. There will be a sign in sheet available for any parents that enter the

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building (prior appointment will be necessary). Please make sure you have signed up to our online Thinksmart app so that you can amend/update your contact details prior to returning to classes.

## WILL SANITISING STATIONS BE AVAILABLE?

Yes, the hall is fitting hand sanitiser stations throughout the building. We will also sanitise before, during and after classes.

## I'VE RECOVERED FROM COVID-19 – CAN I COME BACK TO THE HALL?

If you have been off sick, with COVID or any other illness, please isolate for 14 days and only return when you are well.

## I GET THE BUS FROM SCHOOL - CAN I CHANGE AT THE HALL?

Please arrive ready to dance. The foyer/toilets cannot be used as a changing room at this time.

## CAN I GET THE BUS TO THE HALL AND WAIT AT THE HALL FOR MY CLASS?

Unfortunately, no, you will not be able to come to the Hall unless your class is due to start, pupils will only be let in just before class. Waiting outside for a long period of time is not safe and is not suitable or pleasant for you especially during Winter.

## I HAVE A BREAK BETWEEN CLASSES - CAN I USE THE FOYER?

Unfortunately, at the moment no one will be able to remain in the foyer area except for teachers. This may or may not change prior to starting back in September. If and when it is safe to do so, social distancing will be in place.

## CAN I USE THE TOILETS?

Yes, you can. However, we request that you use the toilet at home before you arrive. We want to limit the usage as much as possible. If you are using the Jubilee room, then the disabled toilet will be available, and the main hall will have the main toilets available but on a one at a time basis.

## WHAT SHOULD I EXPECT THE FIRST TIME BACK?

Firstly, you are likely going to have to queue to enter the hall. Not a long wait hopefully, and we'll keep things moving as quickly as possible, you can help facilitate this by arriving 5 mins prior to the start of your class. You will then go straight into the hall and will be asked to put all your items on a chair and then you'll be directed to your dance space. We know you will be so excited to see your friends and teachers

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however hugs are not allowed for the moment, Jazz hands is the new 'HELLO, I HAVE MISSED YOU SO MUCH'. Everything will be as fun as normal just with some social distancing for the time being.

## ARE THERE EXAMS THIS YEAR?

The ISTD have indicated that they will have exams during the Autumn term with some extra social distancing measures in place. I have submitted forms for dates during late November/early December. We now need to wait and see if we are allocated an examiner. More details to follow shortly.

## WILL THERE BE CLASS NUMBER LIMITS?

Yes, with the current social distancing rules for dance the main hall can accommodate 18 people, however classes will be no more than 15 children. The Jubilee is 9 to include the teacher. Tringham hall is 24 but again the classes will be no more than 15 unless Government guidance changes between now and our return.

## CAN YOU TIE MY CHILDS SHOE LACES UP?

Ideally all children will be able to tie their own shoes up (maybe have a practice over summer) or have elastic in their shoes so they can just slip them on. I have tried where possible to start the classes with their tap class first. If a child is really struggling a teacher can put a face visor on to help them.

## WHAT ABOUT THE SHOW?

The show is currently due to take place at the Rhoda McGaw Theatre, Woking from 4<sup>th</sup>-10<sup>th</sup> April 2021. We will still plan for this to take place and show dances will be started in the Spring Term from January 2021.

## ARE YOU TAKING NEW ENROLMENTS IN CLASSES?

Yes, but only where there is space available.

## WILL TERM FEES GO BACK TO FULL PRICE IN SEPTEMBER?

Yes, as soon as we start back in the hall the prices will go back as normal as we will have hall hire and teacher costs. As normal if you are unable to attend due to illness the term fees will not be refunded.

## HOW WILL YOU MANAGE AN EXPOSURE OR SUSPECTED EXPOSURE TO COVID-19?

If any pupil or staff member has a positive COVID-19 result, we will ask them to follow all health guidelines and isolate for a minimum of 14 days. I have been advised that if 2m social distancing is adhered the rest of the children or teacher won't have to self-isolate. Children under 5yrs old are not expected to socially distance and if we



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have a positive case then the whole class will need to self-isolate. The teacher will not have to isolate unless they have been in close contact for more than 15mins. Teachers will be asked to keep a minimum distance of 2 m from the children for this reason

We are so grateful for your ongoing support and just overwhelmed with the kind messages we have received and your loyalty to us as a dance school.

THANK YOU xx