

## Saltaire Ballet Swans Covid -19 Protocols for return to classes in Victoria Halls June 2021.

1. Class places to be prebooked in advance through Sammy or Gill weekly. ( instructions to follow for new Swans/ as before for Swans Sept 2020) Maximum numbers are agreed with myself and the venue manager and this is also dependant on the room sizes. Victoria Halls will not be open to the public but only to booked classes and events.
2. Please avoid arriving earlier than 15 minutes before class. On entry to Victoria Hall please follow the clearly marked arrows on a one way system. Toilets in use are basement and ground level ( behind reception ). Upstairs are not open for the time being.
3. Once upstairs please wait in the hallway outside the room away from the door until the previous class has finished and everyone has left. Our chairs to be used as ballet barres will have been disinfected ready for us and waiting in the hallway outside the room or already set up in the room dependent on if there is a class before us. Please do not touch or put any items on the chairs until we are ready to enter for class.
4. Each Swan will be allocated their own chair barre and ballet space. The chairs will be distanced apart with enough room and with enough space to move freely for both barre and centre work. All chairs will have been disinfected before class but please feel free to bring any wipes to redo it

yourselves should you like to. Bins will be provided by the VH. Please place your belongings at the edge of your allocated ballet space and tucked in as much as possible. Please keep to your Swan space.

5. There will be a gap straight down the middle of the ballet spaces so I am not standing directly in front of you whilst teaching. I will ask you to change your ballet chair from the right side to the left rather than me walking through you every time and asking you to turn round. This will eliminate us constantly turning during the barre work.
6. I will be zooming classes out on my computer from the back of the room ( as Sept 2020) on Mondays 11.30 am ballet. ( other classes tbc)
7. Ballet clients are to wear masks at all times in the Victoria Hall ( unless for medical reasons ) until class starts and then to be put back on immediately after class finishes until exiting the building. ( This includes toilet visits )
8. Anyone hard of hearing should make sure they are closer to me and remind myself or Gill prior to class so an allocated ballet space can be reserved.
9. Please bring your own hand gel and a small towel to hang over the back of your ballet barre chair. Victoria Hall will also be providing a cleaning station. ( Saltaire ballet swan towels are available @£6.50 if you would like one)

10. All Swans are to provide myself or Gill with up to date contact details (mobile, email.)
11. Payment for classes will be taken online if possible and if not, cash or cheque in an envelope in to a box I will provide at the door. Classes are £6. There will be no loyalty cards for the foreseeable future, sorry.
12. My table and equipment will be cleaned before class. Any challenges/ injuries or concerns physically on the day please wait at the end of my table with your mask on 5 mins before class so I can chat with you personally from a distance. I will have my mask on before class and replace it immediately afterwards. I will endeavor to demonstrate as clearly as possible and will still give attention to detail however reduce a few notes to you whilst performing the moves so not to be projecting vocally too much.
13. The rooms will have open windows and/ or fire doors to follow guidelines please make sure you bring a warm sweater or cardigan incase needed. I am continuing to limit the numbers in class in relation to the room size and movement capabilities within the distancing protocols.
14. Anyone who has been abroad either with work or on a holiday please can they delay returning to class for 10 days.
15. Please let myself or Gill know if any suspected Covid symptoms develop at anytime after attending class and I will follow the correct guidelines in alerting other clients and the Victoria Hall.

16. Most of all Swans I want you to return to class feeling as safe as possible, please know that the above points are only there to keep us all protected and to give us an opportunity to return to the ballet we love in the place that we love!

17. Both Gill and Louise have attended a site visit with me and are fully aware of these protocols.

More details will be sent out nearer the time, either via WhatsApp, text or email.

I am so looking forward to you, it has been too long!

With Love, Sammy Swan xx