

# COVIDSAFE GUIDELINES

As at 16 December 2022

**The Australian Ballet School Summer School 2023 participants and parents/carers are expected to read before attending any classes and then abide by these guidelines for the duration of Summer School.**

The following guidelines are to ensure the health and safety of your children and our staff during these times. These guidelines have been developed in consultation with The Australian Ballet and Building Management of the Primrose Potter Australian Ballet Centre and informed by the Department of Health.

If you have any questions regarding safety procedures, please contact [mfranken@australianballetschool.com.au](mailto:mfranken@australianballetschool.com.au)

## IF UNWELL

Parents and participants must be alert for any symptoms of COVID-19 in the family unit. Participants must stay at home if they show any signs of illness. Staff members have the authority to send home any participant they feel presents with any symptoms of illness.

If a participant or staff member presents with symptoms of illness, including but not limited to cold or flu-like symptoms:

- A family member or friend must collect the unwell individual as soon as practicable
- In line with medical advice, any unwell individual with symptoms listed below must take a COVID-19 test and isolate until the test results return

The Victorian Government's Department of Health and Human Services advises that anyone who has any of the symptoms of COVID-19, however mild, should get tested. The symptoms to watch out for are:

- Fever
- Chills or sweats
- Cough
- Sore throat
- Shortness of breath
- Runny nose
- Loss of sense of smell or taste
- In certain circumstances headache, muscle soreness, stuffy nose, nausea, vomiting and diarrhoea may also be considered.

For more information, visit the <https://www.coronavirus.vic.gov.au/testing#should-i-get-tested> or call the 24-hour coronavirus hotline 1800 675 398.

Should a participant/staff member's test result return COVID-19 positive, they:

- Must notify the school immediately
- Are prohibited from returning to School until they return a negative test result

Following the advice of the Australian Information Commissioner, and in order to play our part in the prevention and management of COVID-19, the School is able to collect information from people entering the premises in relation to COVID-19. In electing to come to School on any given day, all participants and staff are declaring that they are free of coronavirus (COVID-19) symptoms and are not currently required to self-isolate or self-quarantine

## KEY ITEMS

- The School reserves the right to exclude an individual from the premises in the event that they are displaying symptoms of COVID-19
- The School reserves the right to exclude an individual from the premises and scheduled activities following the presence of a positive result to either a PCR or RA test
- Children will be collected and dropped off at the ground floor foyer by ABS staff
- Face masks are recommended to be worn within The Primrose Potter Australian Ballet Centre and The Australian Ballet School, particularly when moving throughout the building.
- It is recommended that participants are up-to-date with eligible vaccinations

## FACE MASKS

Face masks are recommended for indoor settings.

**DO NOT LEAVE used masks lying around**

## SAFETY AND HYGIENE

Regular handwashing and hygiene etiquette is required of everyone to limit the spread of germs. This includes not touching your face, eyes, nose and mouth and sneezing only into a tissue or elbow. Please dispose of tissues hygienically.

The following procedures are in place at the Primrose Potter Australian Ballet Centre:

- All locations will be thoroughly cleaned and disinfected before classes start
- Hand sanitiser will be available at the entrance of the building, the School and the studios
- Frequent hand washing and general hygiene etiquette is essential
- Staff will disinfect the barres before and after each class
- Antibacterial wipes will be available in all studios
- Bathrooms will be cleaned and sanitised frequently
- Floors will be cleaned regularly
- Staff will wipe down table tops and desks in meeting rooms and classrooms

## PRIMROSE POTTER AUSTRALIAN BALLET CENTRE

Do not enter the Primrose Potter Australian Ballet Centre if you are feeling unwell, no matter how mild. If you are showing any symptoms of illness, you will be asked to leave the building.

COVID-19 signage will be displayed at the entrance, describing sanitation procedures, physical distancing guidelines and areas with limited or restricted access.

### Summer School arrival/departure procedures:

- Summer School participants must arrive at their allocated arrival time; no early arrivals or congregating
- ABS staff will meet Summer School participants at the ground floor foyer approx. 15 minutes prior to their first class of the day, sign them in and bring them up to the School on level 5
- Children will be brought back down to the ground floor foyer for parent/carer pickup approx. 5-10 minutes after their last class of the day

## STUDIOS

### A distance of 1.5 metres should be maintained where possible

Staff will endeavour to ensure that where possible appropriate physical distancing measures are implemented during class.

- Heating/air conditioning has been turned down to a minimum; staff will operate this as necessary
- Studio windows/doors must be kept open at all times during operation hours
- There will be no physical contact-corrections during class

### Elevators

- All elevators are accessible. Please abide by any current lift capacity rules and social distancing guidelines.
- It is recommended to use Lifts 1&2 to move between the carpark levels (levels 1-3) or the level 4 public walkway, and keep Lifts 3&4 accessible for level 5&6 movements.

## COMMON SPACES, SERVICES AND EQUIPMENT

- Reduce gathering in the building to minimise unnecessary contact in communal spaces
- Adhere to all signage and instructions located in the building and around the School and Ballet Centre
- Summer School participants will have access to student toilets/change rooms
- Water stations are available; however, children must bring their own (labelled) water bottles
- All food and drinks must be supplied by parents as the Dancers Deli will not be open during Summer School

## ARRIVAL AND DEPARTURE

### Before you leave home

- If you're feeling unwell STAY HOME
- Come dressed in your ballet uniform with street clothes or tracksuit worn over the top

### On arrival

- Arrive no earlier than 15 minutes prior to class (30 minutes – Pre Professional participants only). Do not arrive early and congregate.
- Parents should aim to maintain 1.5m distance during drop off/pickup times
- Wait at the ground floor foyer for an ABS staff member to collect the class (approx. 15 minutes prior to class starting time)
- Hand sanitiser must be used upon entry

### Before class

- Wash and/or Sanitise your hands

### During class

- A distance of 1.5 metres should be maintained in the studio

### After class

- Wash and/or Sanitise your hands
- Respect social distancing guidelines in common areas
- Children will be escorted downstairs by ABS staff for parent/carer pick up at the ground floor foyer (approx. 15 minutes after class finishes)
- Please depart the building immediately. Do not congregate

## Reporting a positive COVID test result during Summer School

If as a participant or staff member you test positive to COVID-19, either through a RA or PCR test, you will need to do the following:

- isolate at home for 5 days (inclusive of weekends) or until symptom-free and do not attend school during this period
- inform The Australian Ballet School that you have tested positive via the following email: [covid19@australianballetschool.com.au](mailto:covid19@australianballetschool.com.au)
- report the result to the Department of Health using this online form: <https://dhvcgovau.powerappsportals.com/rapid-antigen-test/> or via the Coronavirus Hotline at [1800 675 398](tel:1800675398)
- The ABS will advise all Summer School participants and staff via email and provide the relevant information for actions required