

FALL 2020 PROCEDURES

Twinkle Toes Performing Arts Company

September 2020

Welcome (back) to dance!

While the fall season might look a little different, we are excited to welcome the students back to both in-person and virtual classes. Thank you for taking the time to read this packet in full, as it will answer many of your procedural questions heading into this year. Rule number one: be flexible! We have found out through this crazy year just how little we control. We will have a successful year by working together and facing each challenge with humility, respect, and adaptability!

Tips for a Happy Return to Dance

Be prepared—read all materials, emails, and social media posts.

Be timely—it will be Labor Day before you know it! Plan ahead.

Be patient—we need to work together for a smooth re-opening.

Check your email often!

I will send out a weekly email during the year, but will often send out more information early in the season. If you are not receiving emails, please check your junk and spam folders, and check other email addresses you may have put on your registration. Follow the studio on Facebook and Instagram for up-to-the-minute information, as well.

We can work together to make this year as safe, fun, and uplifting as possible. We've been reminded that dance goes so far beyond movement; it is self-expression, connection, and a way to express the inexpressible. Our primary focus for the fall of 2020 will be MAKING CONNECTIONS. We are so excited to start!



Competition team members performing "Riversong" in February, 2020

In This Packet:

- COVID-19 guidelines
- Dress code
- Financial policies
- Important dates
- Class adjustment coding system



Social distance boxes of 10' per dancer delineated on the floor

COVID-19 Policies

The lobby and viewing window are closed in person. Adults over age 18 are only permitted in the studio for the Dance with Me classes. An appointment can be made to meet with staff; however, we appreciate if matters can be taken care of remotely at this time. Parents may observe all in-person classes via Zoom.

Stay home with a fever, cough, or sore throat

Temperatures will be taken at the door. Students must have a temperature of 99.9 or lower to enter. The studio will be marked off in 10-foot squares with a chair for each child. Stationary and portable barres will be used for ballet classes. All barres, chairs, floors, and high-touch areas will be sanitized between classes, and the air will be sprayed with aerosol disinfectant. Dancers in back-to-back classes will wait in the hallway on social distance markers. HEPA filters with UV sanitizers will be utilized in the hallways and studios. There will be no shared props used.

Dancers will remain outside in their vehicles or standing on markers until Mrs. Elizabeth comes out to get them. Dancers will remove outside shoes in the hallway and put on dance shoes in the studio. Water must be brought from home. Shoes or socks must be worn and sanitized at home prior to class. Clear walkways will allow kids to move in and out of the studio with minimal physical interaction. Dancers' hands will be sprayed with hand sanitizer.

Masks are required for all classes ages 5+

Pre-ballet and Dance with Me students do not require masks. Masks must be worn at all times other than while drinking water. Frequent breaks will be given during class to accommodate breathing. Dancers may go outside between classes and remove their mask with your permission, but will not be supervised.

Please, contact us about exposures

If a student, a student's family member, or an acquaintance with which a student has had over 15 minutes of unmasked, not socially distanced interactions tests positive, please contact the studio. We will protect your privacy and act accordingly in the best interest of the children. A color-coded notification system is in place for everyone's convenience to easily and privately communicate exposures.

Be prepared to be flexible

Classes will need to adjust with all of the health regulations and trends as we learn them. Check your email and our social media accounts often!

Drop Off/Pick Up

It is **imperative** that all parents are on time for drop off and pick up during the pandemic. Dancers will be escorted into and out of the building by Mrs. Elizabeth. Parents can meet us on social distance marks or at their cars. Dancers under age 12 may not cross the parking lot without a parent, guardian, or older sibling. If a non-family member is picking up a child, please notify the studio office or Mrs. Elizabeth prior to class.

Dress Code

Ballet, pointe, dance with me, ballet/tap, and pre-ballet classes all require pink- or flesh-colored tights and matching ballet shoes. A leotard is also required. Dancers in dance with me, pre-ballet, elite ballet, and senior/advanced ballet may wear any color leotard; all other levels must wear a black leotard without a skirt attached. Hair in a ponytail for dance with me, pre-ballet, ballet/tap, and ballet 1/2 advanced; all other levels require hair in a bun. No jewelry aside from post earrings, please.

All jazz, tap, lyrical, contemporary, hip hop, and musical theater classes require a black leotard and black leggings. Jazz shoes are required for jazz, hip hop, and musical theater classes (tan by recital). Foot undies are required for lyrical and contemporary; senior dancers may wear dance socks (tan by recital). Tap and ballet/tap classes require black tap shoes. Dancers may wear a Twinkle Toes t-shirt over their leotard in these styles. Hair must be pulled back.



Dancers displaying our pre-covid dress code

Office Hours

Monday and Wednesday

4:00—8:00 p.m.

The office will be open for phone calls during these hours. More hours may be added. In-person cash and check payments can be made by your child. A receipt will be distributed to the dancer upon leaving for your records.

Until the lobby can be fully reopened, we will not be taking credit card payments in the studio office. Contactless payments can be made in the following ways:

PayPal via the studio website:
www.twinkletoesPAC.com

Venmo:
[@Elizabeth-Zamer](https://www.venmo.com/Elizabeth-Zamer)

Bank draft to:
Twinkle Toes LLC
2401 Seaboard Road
Ste. 101
Virginia Beach, VA 23456



First day of dance, fall 2019

Financial Policies

Tuition is due on the 1st of each calendar month, regardless of the amount of weeks contained in the month. Tuition is based on a total of 36 classes over the span of 9 months, with payments due at even intervals. Makeup or June classes do not require extra tuition. Extra fees apply to payments made via PayPal. There is a 10-day grace period for tuition payments; all payments made after 11:59 p.m. on the 10th will incur a \$10 late fee. **There is a 30-day written withdrawal notice during which the withdrawing family/member is responsible for tuition.** No refunds are given for tuition, unless a class is canceled. Classes held virtually at least twice in one month will be billed as a hybrid class; any tuition overpayment will be applied to the next month's tuition.

All other fees, outside of basic supplies, are associated with the annual recital. The recital is an optional event, but once commitment is secured, all payments will be due. The costume fee is \$75 per class by cash/check, or \$80 per class by credit/PayPal, and is due on December 15. Each dancer will require a new pair of tights for each style of dance, ranging in price from \$8 - \$15; tights must be purchased through the studio, typically during the month of February. The final fee associated with the recital is the Recital Fee, which covers the recital facility, care of the children, and tickets. Recital fee will depend on the location of our performance this year. **THERE ARE ABSOLUTELY NO REFUNDS ON COSTUMES, TIGHTS, RECITAL FEES, or MONTHLY TUITION.**

Class Adjustment Notifications

While most of our notifications about class changes will be due to COVID-19, we will also use the same color-coded system to let you know about cancellations or adjustments needed due to illness, childbirth, inclement weather, etc. Please refer back to this chart as needed. As stated in the COVID-19 policies, please inform us of any positive case interactions so we can determine a safe way to proceed.

Orange Level

A class or night of classes is cancelled due to non-COVID exposure issues. All classes will be made up in their weekly format unless prevented by health and safety regulations, government mandate, or unforeseen circumstances.

Yellow Level

A class or night of classes is going virtual due to COVID exposure issues outside of your child's class. No in-studio contact is suspected due to class time or cleaning policies. A timeframe for how long the virtual classes will continue will be provided.

Green Level

A class or night of classes is going virtual due to secondary COVID exposure issues within your child's class or night. Secondary exposures are positive cases surrounding a student or teacher. You will be notified whether the exposure happened before or after the last time the student or teacher was in your class. A timeframe for how long the virtual classes will continue will be provided. The exposed teacher or student may return to the studio after 14 days since the last known exposure to the positive case or a negative COVID-19 test result.

Blue Level

A class or night of classes is going virtual due to direct COVID exposure issues within your child's class. Monitor your child for symptoms or seek testing when necessary. A timeframe for how long the virtual classes will continue will be provided. The positive student or teacher may return to the studio 10 days after initial exposure and 72 hours fever free without fever-reducing medication, with mild symptom presentation. If the student or teacher has more severe illness, the person should return to the studio no earlier than 20 days from initial symptoms and 72 hours fever free without fever-reducing medication.

Purple Level

A night of classes is going virtual due to a need to deep clean the studio. A timeframe for how long the virtual classes will continue will be provided.

Other Policies

Twinkle Toes will follow VBCPS for most school closings and inclement weather. Studio holidays this fall:

Nov. 3

Nov. 11

Nov. 25—28

Dec. 19—Jan. 1

Makeup classes can be taken anytime virtually. Contact Mrs. Elizabeth for the Zoom code and schedule.

Perfect Attendance will not be awarded during the pandemic. . A trophy will be given to all recital participants.

Class placement is solely up to Mrs. Elizabeth. With social distancing such a priority this year, class placement may change in person for the benefit of a child or class.