

Dear CDA Families –

As we draw closer to the start of our school year, we wanted to provide you with some information on Concord Dance Academy's new procedures for students and families. We are working hard to meet the recommendations set forth by the CDC and the State of NH to keep all of our dancers and staff healthy.

Here is some general information. Everyone will receive a detailed bulletin from the school prior to our first day of classes, and a waiver will be sent as well, which must be turned in prior to a student attending a class.

- No parents or siblings will be permitted in the building. Our youngest classes (2-4 year olds) will have one parent/guardian per child included in the class count, to ensure that we have proper space for these students to attend with a parent.
- Dancers will be dropped at the door and will have screening questions asked and have their temperature taken prior to going to the dance room.
- No one with a temperature or symptoms of illness will be allowed to attend class
- Dancers will be asked to use hand sanitizer at the door and must wear masks until they are in the dance room.
- Masks must be worn in all common areas.
- There will be no congregating allowed.
- Students will be allowed to enter the building fifteen minutes prior to class time to allow everyone to go through the screening process in time for class, and when they exit they will not be allowed to stop and converse inside the building.
- If your class is scheduled for the upstairs room, you will enter and exit through the front door. Classes in the downstairs dance room will enter and exit through the back door. We are staggering start times for classes and will set entry and exit points for the wood and tile room as well.
- You will be asked to bring a dance bag with the things you will need for the evening's subjects. Bring a labeled water bottle. The water fountain will be closed, so ensure you will have enough water for your class without a refill.
- Students will remain with one group of students in one classroom for the entire time they are in the dance school.
- Classrooms have been marked off into 6 ft square spaces for each student. This limits the class size.
- Students will be asked to try to limit use of the bathrooms. Bathrooms will be sanitized before and after classes. Students will be told which bathrooms they may use, so that upstairs and downstairs class groups will remain separated.

- Classrooms will be wiped down (ballet barre, floor, etc) between groups of classes, and there will be enhanced daily cleaning as well as on-going cleaning throughout the class sessions.
- The CDA office will NOT be open for walk in visits. Email will be the primary form of communication, as office staff will often work remotely.
- No snacks will be sold in the office this Fall.
- Payments are made through ACH (automatic bank drafts), online credit card payments through Studio Director, or cash/check payments may be dropped off in the lock box installed outside the front door of the school
- We are working to ensure that few if any students will have breaks between classes, to avoid having the students leave the building, which is the recommended protocol
- Any families/students who are interested in taking dance classes online instead of in the studio may contact the CDA Office for more information