

THE RHYTHM ROOM

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2022 Covid Safety Plan Protocols

Updated January 18th, 2022

These protocols are effective immediately and will be updated on an ongoing basis, based on the most current BC Government/BCCDC guidelines.

All updates or changes to safety protocols will be emailed directly to all students and staff and will be posted at the studio entrance.

Preamble

The Rhythm Room is a tap dance studio, located in Vancouver BC. The students of the studio are primarily adults, with only a few classes of children and teens. The studio is currently operating at less than 50% capacity and will continue to do so until advised by BC Public Health officials that the risk of COVID-19 virus transmission is sufficiently low. The Rhythm Room prioritizes the health and safety of all students and staff and has been committed to implementing and enforcing all recommended COVID-19 mitigation efforts since reopening in June 2020.

Even prior to the COVID-19 pandemic, the primary focus of instruction at the Rhythm Room has been tap dance education (**NOT fitness**). The Rhythm Room is committed to creating a safe environment where students can continue to benefit from tap dance by practicing musicality (rhythm, meter and synchronization), movement (balance, coordination, foot/sound articulation and spatial awareness) and memory (tap sequences and choreography). Additionally, tap dance offers mental health benefits for all students, especially adults, a subpopulation the Rhythm Room caters to. We have demonstrated that this can be achieved in physically distanced, individual dance spaces and without cardiopulmonary exertion or moving around the studio (ie. travel across the floor).

While physical movement is a secondary benefit of tap dancing, the level of intensity of exercise during a typical class would be considered low intensity. To equate it to a relatable activity--the majority of the class would be conducted at the level of intensity of a moderate paced walk on a flat surface. While there are tap steps and choreography that can be performed with an effort to maximize cardiopulmonary activity, the Rhythm Room teachers and guest faculty have been informed that this may increase the risk of COVID-19 transmission and will refrain from this type of activity until advised by BC Public Health officials that the risk of COVID-19 virus transmission is sufficiently low to resume normal activity.

Due to the unique nature of tap dancing (noise), we have implemented additional safety measures that do not fall under the guidance categories listed.

- 1) Teachers will keep the music volume low to facilitate instruction at a normal speaking voice level.
- 2) There will be no yelling, shouting, or singing permitted by students or teachers.
- 3) When instructing and demonstrating, the teacher will face away from the students (towards the Cambie Street window) as much as possible, which is in keeping with typical practice.
- 4) Students are to raise their hands to ask questions (rather than calling out).
- 5) Teachers will use the audio recorded metronome to keep time, rather than trying to raise their voice above the level of the tap shoes.

This COVID-19 Safety Plan Protocol is based on the guidance put forth by BCCDC, Vancouver Coastal Health, and WorkSafeBC for Gyms/Fitness Centres and Recreation/Athletic Facilities.

Employee and Student Illness

ELIMINATION/ADMINISTRATION CONTROLS

- 1) All students and staff are required to complete a COVID-19 agreement. By signing this agreement all students and staff are acknowledging that they understand, agree, and will adhere to all of the studio COVID-19 safety protocols. If there are significant changes made to the COVID-19 safety protocols, all students and staff will be required to complete a new agreement form. (Appendix 1)
- 2) All updates to the Rhythm Room COVID-19 Safety Plan Protocols will be posted on the Rhythm Room website and at the studio entrance and will be communicated to staff and students verbally and in writing (by email and social media channels).
- 3) All students, staff and administrators are required to undergo COVID-19 self-screening daily and prior to entry on to the premises.
 - a) Self-screening is to be done using the BC COVID-19 Self-Assessment Tool (available on the BCCDC website or the BC Government COVID-19 app: <https://bc.thrive.health/> and will also be posted at the entrance of the studio).
 - b) Signage reminding students that this must be completed prior to entering the premises will be placed at the entrance of the building and each studio
 - c) Students must acknowledge that they have completed the self-screening using the BC COVID-19 Self Assessment Tool and have no symptoms of COVID-19 upon entering the premise.
- 4) Any student, staff or administrator exhibiting any COVID-19 signs or symptoms will not attend class.
 - a) Teacher illness: a substitute teacher will be provided or the class will be postponed or rescheduled.
 - b) Student illness: students can easily log an absence on line and are seamlessly added to our livestream option and can choose to participate from home if they wish.

- 5) Should a student or staff member become ill while on the premises, they will maintain physical distance, keep their face-covering on, leave the premises and contact 8-1-1 or their primary care provider for further guidance. The studio will then be disinfected; ensuring any surfaces contacted by the sick individual are thoroughly cleaned.
- 6) Students, staff, and administrators who have returned from international travel (or domestic travel where there is an BC Public Health advisory) within the previous 14 days, who have been instructed to self-isolate by Public Health, who have come into contact with a person who is known or suspected to be infected with COVID-19 (during the infectious period), or who is awaiting the result of a COVID-19 test will not be permitted to enter the Rhythm Room premises.
- 7) If a student, staff member or administrator tests positive for COVID-19, they will follow the explicit advice of BC Public Health officials, will advise BC Public Health contact tracers of any dates/times they attended the Rhythm Room during the time periods in question, and will not return to the Rhythm Room until they is advised by BC Public Health that they is no longer infectious and it is safe to do so.

Personal Hygiene

ELIMINATION CONTROLS

- 1) There will be no physical contact between students, staff, or administrators.

ENGINEERING CONTROLS

- 2) Alcohol-based hand rub will be available at all studio entrances.
- 3) There are 2 washrooms (with warm, running water) on the premises that are stocked with single-use paper towels, toilet paper, and hand soap daily.
- 4) Students and staff are required to notify the on-site administrator/teacher before and after using the washroom, to ensure it is disinfected between each use.

ADMINISTRATIVE CONTROLS

- 5) Hand-washing with alcohol based hand rub will be required upon entry/exit to/from the premises.
- 6) All staff and administrators are also required to clean their hands between classes, after eating/using the washroom, when returning from a break, or when visibly soiled.
- 7) All staff and students are required to practice hand hygiene and cough/sneeze etiquette at all times.
- 8) All staff are advised to remind students about hygiene protocols and will be advised about their responsibility for maintaining the above listed controls, where applicable (for example, disinfecting surfaces, cleaning, etc).
- 9) All staff will be educated and updated regarding the risk of virus transmission in the studio space so they are able to assist in minimizing the spread through the use of the protocols outlined in this document.

Physical Distancing

ELIMINATION/ADMINISTRATION CONTROLS

- 1) All unnecessary equipment and supplies have been cleared from the studio spaces, entrances, and hallways to maximize floor space.
- 2) Only one group of students is allowed into each studio space at a time (maximum of 9 students and 1 instructor in the upstairs studio and 4 students and 1 instructor in the downstairs studio).
- 3) There will be a minimum of 5 minutes scheduled between classes to allow students to safely exit the premises and for disinfecting protocols.
- 4) Students are to remain in their cars or off the premises until 5 minutes before the class start time, at which time they can line up on the sidewalk outside the studio on the marked lines (1 student per line, lines are spaced a minimum of 2 metres apart).
- 5) Students may enter the studio premises when instructed to do so by a staff member or the sign board outside the front door (this is only after the previous class has left the building and the studio space has been disinfected).
- 6) Due to the small entry alcove and narrow stairwell, only one student is permitted in the alcove and stairwell area at a time. The next student may go up the stairwell only when this area has been vacated.
- 7) Upon arrival at the top of the stairs the student must place his/her personal belongings on the numbered hook/under the marked bench space and proceed with his/her tap shoes and a small bag of personal belongings if necessary (valuables/water bottle).
 - a) Only one student is permitted in the upstairs hallway at a time, due to space limitations.
 - b) Students have been advised to bring as little as possible with them into the studio.
- 8) Students are then required to enter the 40 ft X 19 ft studio and proceed to the corresponding numbered floor space.
 - a) Each individual square is 6 ft. X 6 ft. and the edge of each square is a minimum of 4 ft. away from the nearest square.
 - i) When an individual is standing in the centre of their square, they remain a minimum of approximately 7 feet away from the nearest student.
 - b) To optimize physical distancing, the individual squares are not adjacent to one-another (see floor plan layout, Appendix 2).
 - c) Students are to remain in their individual space for the duration of the class, including when recording the teacher demonstrating practice footwork.
 - d) Students are to advise the teacher when they need to leave the room to use the washroom or access their belongings, in order to ensure that they are able to exit the room while maintaining physical distancing.

- 9) The teacher will remain between the marked line and the Cambie Street window (this is a minimum of 6 ft from the front row of students).
- 10) Students will remain facing forward (towards the Cambie Street window) as much as possible, in order to minimize any face-to-face contact with other students.
- 11) Students have been asked to refrain from socializing in the studio premises before and after class, except while in their individual dance spaces. If students wish to talk to each other before or after class they are required to do so outside and while maintaining adequate physical distancing and mask wearing, in compliance with BC Public Health Guidelines.
- 12) Parents and family members are not permitted into the studio at this time. Parents of children and teenagers must pick up their child outside the studio and the child will be supervised by the teacher until picked up.

See this link for a video demonstration of physical distancing procedures in the studio created in May 2020: <https://vimeo.com/420192609/e9c276c019>

(Please note that the personal item storage has been moved to the upstairs hallway, as described above, and the configuration of the individual dance spaces was changed to further maximize physical distancing in September 2020, see Appendix 2).

Personal Protective Equipment

- 1) Non-medical 3ply face masks that are compliant with the most current BC Public Health recommendations are required to be worn upon entry and exit from the Rhythm Room premises.
- 2) All staff, teachers, and students have been asked to keep their mask on for the duration of the class. This recommendation will be elevated to “must/mandatory” on the advice of BC Public Health officials.
- 3) All staff, teachers, and students have been advised that wearing a face mask does not replace the physical distancing requirements and that all physical distancing must be maintained at all times.
- 4) Students who are unable to wear a facemask should consider attending class via the LiveStream option.
- 5) It is expected that there will be no instruction or choreography that is strenuous enough to impede one’s breathing while wearing a facemask (see preamble).
- 6) All staff, students, and teachers should review proper use of face masks/hand hygiene.
 - a) Avoid touching or adjusting masks.
 - b) Masks must be a minimum of 3 ply
 - c) Masks must be put on and taken off correctly, avoiding touching the front/inside of the mask and washing hands before and after.

Modify the Environment

Engineering Controls

- 1) The Rhythm Room will offer outdoor class options, weather permitting (note: these classes were offered from May-October and will resume in the spring, if necessary).
 - a) Students can rent or bring a portable tap floor, which will be spaced >2 m from any other student/teacher.
- 2) All windows and doors will be kept open at all times, regardless of the outside temperature.
- 3) Exhaust fan in the window is set to circulate air out of the building.
- 4) All communal storage areas have been removed. Students will have individual, labelled storage areas as outlined above.

Administrative Controls

- 1) All students are pre-registered in classes at the Rhythm Room.
 - a) "Drop-in" refers to a student who is not registered for the entire session, but who is still pre-registered for the class.
- 2) All registration, forms, and payments are done electronically through the online portal.
- 3) There will be no physical contact between the teacher and students or students with each other at any time, in any class at the Rhythm Room.
- 4) Students are to bring only their tap shoes, a small bag for valuables, and a water bottle with them into the studio. Large bags should be avoided (and placed in the designated bench space outside the studio if absolutely required).
- 5) Students must bring their own water supply to class with them.

Sanitation

Engineering Controls

- 1) Single-use paper towels and disinfectant will be available throughout the premises (in each studio, at the front entrance, and in each bathroom).

Administrative Controls

- 1) A list of high-touch surfaces requiring regular disinfecting include: all door handles, light switches, handrails, barres, stereo system, heat control panel, benches, hooks, and live stream equipment (computer, camera, etc).
- 2) This list and a cleaning schedule will be provided to the teacher or staff member responsible for disinfecting the listed surfaces.

- 3) Time has been scheduled between each class to allow for adequate disinfection.
- 4) All disinfectants used are recommended by Health Canada and BCCDC and will be used in accordance with the instructions provided, including the required wet contact time.
- 5) The studio floor will be cleaned daily.

Managing Information

Engineering Controls

- 1) Signage will be placed at the studio entrance advising anyone not to enter the premises if they are feeling ill or experiencing symptoms related to COVID-19.
- 2) Occupancy limits will be posted and strictly enforced (as outlined above).
- 3) Posters reminding users of good hand hygiene will be placed in both bathrooms.

Administrative Controls

- 1) Records of all students and staff who were on the premises at any given time will be kept electronically through the registration portal.
- 2) All health and safety information will be continually revised and updated in accordance with BC Public Health recommendations and communicated verbally, in class, and in writing on the studio website, through email and various social media channels.

<https://www.s2sproductions.com/covidupdate.html>
- 3) The Rhythm Room is always open to receiving feedback on all health and safety policies and procedures and students and staff should direct any questions or concerns to the studio administrators. This can be done anonymously through email, if required.

Shared Equipment

Engineering/Administrative Controls

- 1) The use of any shared equipment will be minimized.
- 2) If the use of shared equipment is required (e.g. prop canes), the teacher will wash his/her hands and then place the previously disinfected equipment at each student's individual dance space (prior to the start of class, to maintain physical distancing). The teacher will collect the props after all students have left the studio, disinfect each prop, and then wash his/her hands.

Scheduling

Elimination Controls

- 1) Online pre-recorded and live-stream classes are available to all students of the Rhythm Room.
- 2) Group classes scheduled to include at least 5 minutes before and 5 minutes after the class to reduce bottlenecking. There will be an additional 10 minutes scheduled between classes where there will be no students in the space to allow for adequate disinfection between classes.
- 3) Teachers are scheduled to teach all of their classes on the same day, whenever possible.
- 4) Most classes are a consistent group of students and the same teacher (students register for 8-10 week sessions and remain with the same group throughout).
- 5) Limited pre-registered 'drop-in' slots are available as permitted by the studio administrator (up to the maximum capacity outlined above).

Engineering Controls

- 1) There are no break rooms available for use by staff or students.
- 2) All staff meetings will be done virtually.

**APPENDIX 1:
RHYTHM ROOM COVID-19 SAFETY PROTOCOL AGREEMENT**

Updated January 18, 2022

1) I have read and agree to adhere to all student policies and procedures as outlined in the Rhythm Room COVID-19 Safety Plan Protocol.

2) I will regularly check my email or the Rhythm Room website and Facebook page and read all health and safety updates.

3) Prior to attending any in-person class with the Rhythm Room, I will complete COVID-19 self-screening using the BC COVID-19 Self-Assessment Tool (available on the BCCDC website or the BC Government COVID-19 app).

4) I will not attend any in-person class at the Rhythm Room if I have:

a. Any signs or symptoms of COVID-19, as outlined in the BC COVID-19 Self-Assessment Tool (above)

b. Returned from international travel (or domestic travel where there is an BC Public Health advisory) within the previous 14 days

c. Been instructed to self-isolate by Public Health

d. Come into contact with a person who is known or suspected to be infected with COVID-19 (during the infectious period)

e. Had a COVID-19 test and am still awaiting the result

5) If I test positive for COVID-19, I will:

a. Advise the BC Public Health contact tracers of the dates and times I attended the Rhythm Room during the time period in question.

b. Not return to in person classes at The Rhythm Room until I have been advised by public health that I am no longer infectious and can resume regular activities.

6) I will bring my own 3ply face mask that is compliant with Health Canada and BCCDC mask guidelines and will review the proper and hygienic use of facemasks provided by the BCCDC (<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks/masks>)

7) I will wear my mask at all times, when I am required to do so in accordance with BC Government Guidelines and the Rhythm Room Studio Policies.

8) I will practice good hand hygiene and respiratory (cough/sneeze) etiquette. This includes cleaning my hands upon entry/exit, after using the bathroom, and at all other times when it is appropriate to do so.

9) I understand that my class fee is non-refundable and my account will be debited and/or my Dance Card will be punched regardless of whether I attend.

10) I will be kind and respectful to the studio staff, administrators, teachers, and other students at all times if I am reminded to adhere to any of the outlined COVID-19 safety guidelines.

APPENDIX 2: UPSTAIRS STUDIO PHYSICAL DISTANCING LAYOUT

