

## How we are keeping your child safe during the COVID-19 Pandemic

**Please do not send your child to The Drama Club if they are feeling unwell, a family member or someone in your household are displaying COVID-19 symptoms.**

### Arrivals

- All parents/carers are kindly asked to maintain social distancing when arriving at our venue. Please observe guidance such as floor markers, etc.
- No parents/carers are permitted to enter the building (unless in an emergency). Booking forms and payments will need to be done in advance please.
- All parents/carers are required to drop their children off at the door for a staggered start. Students will be collected from outside the building at the beginning of a session.
- Registration will be taken to maintain up-to-date records for track & trace.

### In Class

- To minimise risk, students will stay in their allocated class 'bubbles' during their time at The Drama Club.
- We will be observing class sizes in line with social distancing.
- A 'no touch' temperature check will be arrived out as students enter the building.
- Frequent hand washing or hand sanitisation will be undertaken by all upon entry, before and after and toilet visits, and upon exit.
- Hand sanitisers will be in each room and the main entrance (where applicable).
- Signage regarding hand washing / sanitising will be displayed around the venue.
- Please ensure your child only brings essential possessions to The Drama Club (such as water, and any medical needs, i.e. EpiPen), and to keep those possessions close to them wherever practicable. Where possible, please DO NOT bring mobile phones to The Drama Club.

- Non essential items (such as props and costumes) will not be used for the time being.
- Students will be encouraged to cough or sneeze using the inside of their elbow to 'catch it' or a tissue which should be put into a bin bag (one per room) which the Workshop Leader will seal and dispose of after each session.

### Social Distancing

- We will be observing the latest social distancing guidance from the UK Government for all of our students where appropriate.
- Rooms will be of the required size and markings made to assist students in recognising the social distancing needed.
- For Early Years students we will endeavour to deliver classes which encourage them to keep their distance where reasonably practicable.
- Our toilet policy has been modified to incorporate social distancing.

### Departures

- Students are to be collected from the same door they entered the building. Drama Club leaders will escort the students outside the building to be safely delivered to waiting parents.
- Please note that we may need to stagger departure times to ensure social distancing is maintained.

### Venue availability

- In the event of The Drama Club venue becoming unavailable, we will endeavour to source an alternative venue within the surrounding area, or move the day/time of our classes.
- If for any reason, we are unable to deliver our classes in the usual The Drama Club venues, we will be offering replacement classes delivered via an online platform such as Zoom where available.

There may be additional safety measures in place at your Drama Club venue, which your Workshop Leader will make you aware of.

Please note, as government guidance and policy change we will be updating safety measures accordingly.