



## To Our Valued Customers

I hope everyone has been doing well during this Coronavirus pandemic and ready to return to dance and gymnastics.

Since Tapio School of Dance and Gymnastics was considered an essential business in March, we have conducted our weekly day camps for working and non working parents. All of our youth activities and sports (dance and gymnastics included), were allowed to open since May 31<sup>st</sup>. As our customers, we are here to support you as best we can by ensuring our employees and our customer's health and safety are top priorities. We will follow the interim guidelines for classes set forth and consistent with the health and safety measures by the Center for Disease Control and Prevention, (CDC) and the South Carolina Department of Health & Environmental Control (SCDHEC). Below are some precautions, protocol, and changes we have made, been practicing and will continue – to keep our establishment safe for your children and our staff.

- Waiting room will be closed to limit the number in the building, promoting social distancing
- No parent observation unless circumstances change later in the year
- Virtual class observation through your Parent Portal account (phone, lap top, computer)
- Modified drop off and pick up procedures – parents will drop children off at the front door, parents may walk to the door with their children but not permitted to enter, when class is dismissed: Dancers – exit: at Studio D door; Gymnasts – exit: will be brought to the front yard from our side door in the gym area to you
- Drop off no more than 5 minutes before class; no late arrivers please; pick up promptly and on time; teachers cannot wait for you to arrive in the parking lot – no space to wait, teachers have cleaning to do before the next class arrives
- If your child is sick – stay home, if they are showing symptoms – stay home, if they have come in contact with / exposed to anyone who is infected with COVID – stay home. Make up classes are available
- Masks for children (over the age of 2) should be worn as feasible and when physical distancing is difficult
- Masks will be worn by employees while in the building
- Temperatures will be taken upon arrival for children and staff – please take temperature at home, if child has a temperature, please do not come to class that day
- Students must sanitize hands as they enter the building
- No water fountains, refrigerators, freezers, coolers will be used – please send easy open/close water bottles for your child
- Increased disinfecting of high touch areas/surfaces before, between, and after classes
- Frequent hand washing/sanitizing – please send personal use hand sanitizer in your child's bag
- Spacing children in class by marking classroom and gym floors with safe distance

- Along with the extra cleaning our staff is doing throughout the day and nightly the entire building is clean, our building space is professionally cleaned and disinfected every weekend and goes through electrostatic remediation treatment – Covid-19 protocol began in March which will continue throughout this pandemic
- Limit and/or decrease class participant numbers to allow for social distancing within classes
- Administrative Fee (\$70 non-refundable yearly) and first month's tuition is collected upon registration which is non-transferable and non-refundable. Only if Tapio's cancels the class in which you registered is monthly tuition refunded.
- If Tapio's temporarily closes due to Covid-19, classes will be rescheduled at a later date and no class refund will be given or transferred to another program. If rescheduled classes are unable to happen, we will do virtual classes. If we are unable to continue virtually, you will only be charged per lesson for the classes that were held.

\*Please login to your parent portal account to make sure all of your information is up to date and agree to our updated family and student policies and waivers. These can be found under "more" at the top of the page once you have logged in to your portal account through this link <https://app.iclasspro.com/portal/tapioschoolofdanceandgym/dashboard> Please email us with any questions or concerns you may have when dropping your children off. We will respond as promptly as possible.

Students should come prepared for class in correct attire, all required supplies in a bag, hair pulled up in a secured ponytail or bun, personal size hand sanitizer, and an easy open/close full water bottle.

Please understand, Tapio School of Dance and Gymnastics, Inc. has been holding full day camps since we were deemed an essential business for childcare by the State Department of Commerce and the Governor' office in March. We then, were approved to add small group classes for our competitive dance and gymnastics students on May 11<sup>th</sup> and then allowed to open for all summer programs the week of May 31<sup>st</sup>. All has been going well and we are comfortable moving forward with all of our programs.

Susan and Staff

TSD&G - updated July 25, 2020