RE-OCCUPANCY AND RE-OPENING PLAN FOR JOFFREY TOWER

Since the closing of Joffrey Tower in mid-March, the health and safety of all students, faculty and staff has been our highest priority. The Joffrey Ballet has created best practices procedures for a phased return to classes, Company rehearsals, and administrative activities. The following information is in conjunction with advice and directives from state and local authorities, health experts, the CDC and OSHA, and has also been discussed and shared amongst our colleagues across the nation. The Joffrey Ballet will continually assess the safety of re-opening and remaining open with regards to city and state mandates. These procedures are subject to change.

Enhanced Sanitation Procedures
The following procedures will take place before opening the building and continue daily once the building is open.

- The building will have a thorough cleaning/disinfecting before the start of classes
- Hand sanitizer will be available upon building entry and in all studios
- High-touch handles/buttons/levers will be disinfected multiple times a day
- Lobbies, hallways, and common areas will be cleaned/disinfected daily at minimum
- Studios will be cleaned and disinfected daily at minimum
- All studios will have sanitation wipes and students will wipe down barres after each use. Barres will be professionally cleaned/disinfected daily
- Per recommendation, air filters of a Minimum Efficiency Rating Value (MERV) of 13 are recommended in response to COVID-19, which will be installed at Joffrey Tower prior to classes beginning
- Air handlers will run for extended periods of time, up to 24 hours per day, to continue introducing outside air and purge air within the building overnight
- Restrooms will be cleaned/disinfected daily at minimum.
- Locker rooms and showers will be closed
- Water fountains will be cleaned/disinfected daily at minimum. Water fountain use will be limited to filling water bottles
- Hallway seating will be removed
- Faculty will wipe down each studio’s sound equipment after use
- Accompanists will wipe down piano keys after use
- Marley floors will be cleaned/disinfected as necessary after certain classes
- Studio doors will always remain open
- Yoga mats will not be available for use

Procedures for Arriving and Departing Joffrey Tower
The following procedures will be implemented for all students, faculty, and staff entering Joffrey Tower.

- Masks must be worn at all times upon entering the building, including during class
- Prior to attending class each day, each student must self-review the following questions:
  1. Have you had a body temperature over 100.4 degrees Fahrenheit or have you used a fever reducer in the previous 24 hours to treat a body temperature over 100.4 degrees Fahrenheit?
2. Do you have a new cough that you cannot attribute to another health condition?
3. Do you have a new or worsening sore throat that you cannot attribute to another health condition?
4. Do you have new shortness of breath that you cannot attribute to another health condition?
5. Have you recently developed a complete loss of smell or taste?

- If an Academy student answers yes to any of the questions above, the student/parent should contact Academy Reception and advise that they answered yes to one or more of the questions and do not report to class or enter Joffrey Tower for any reason. That student should then contact their doctor to determine next steps in personal care.
- Entrance to the Joffrey Tower lobby will be through the revolving door only. Exiting Joffrey Tower lobby will be through the side door next to the revolving door only.
- Only students with a scheduled class will be permitted inside Joffrey Tower. Parents/guardians, siblings, and guests will not be permitted in the building.
- Parents must drop off and pick up their dancer at the entrance to the building.
- Anyone entering Joffrey Tower will be screened with a touchless thermometer in the lobby. Anyone registering a temperature over 100.4 degrees Fahrenheit will be required to leave (they will be screened up to three times before being asked to leave). Upon successful temperature screening, the screener will wave a green flag. Anyone with an unsuccessful screening should contact their doctor for next steps in personal care.
- Elevators will be limited to two people at a time. Arrival and departure times will be scheduled to stagger elevator usage. Since the first-floor lobby space is limited, there may be some waiting periods on the sidewalk outside the building before entry.
- Students should arrive wearing their dance attire

Class Social Distancing Safety Procedures
The following policies and procedures will be in place until further notice.
- All students must wear masks during class. Faculty may wear a face shield in addition to a mask.
- 6 ft of social distancing will be maintained throughout the building
- In studio, a minimum of 8 ft will be maintained between dancers during barre and center
- Studio occupancy will not exceed the ability to maintain 8 ft. distance between dancers
- Students will have an assigned area in the studio, marked off with tape
- Students will keep personal belongings with them in their designated area
- Instructors and accompanists will each have a designated area within the studio
- Any student who is injured and needs to observe class will be able to do so from an assigned space in the studio
- There will be no physical contact during class, including hand corrections or partnering
- Across the floor movement will be suspended for the time being
- Each restroom will be limited to two people at a time
- Classes will be separated by 30 minutes to allow for disinfecting and staggered arrival times
- Direction of all travel on each floor will be counterclockwise
- Each studio will have a designated entrance and exit.
• Studio entrance doors will have a red and green flag. When the green flag is displayed, students may enter for their assigned time. Once the class begins, the flag will be turned to red and no one may enter. After disinfection of studios, flags will be turned to green.
• Signage will be displayed with regards to social distancing and directional guidelines

Protocol for Suspected or Confirmed Case of COVID-19
The following protocols will be followed should a student, faculty, or staff member become ill.
• If someone becomes ill during the course of the day with symptoms potentially related to COVID-19, that person will be isolated in a specified area until their parent can be notified and the student can leave the building.
• Students with symptoms potentially related to COVID-19 should contact their doctor regarding next steps in personal care, including testing.
• If there is a confirmed case of COVID-19, Joffrey Ballet will coordinate with local health officials to assess the risk and communicate information to families. No personal information about the affected student will be shared.
• If someone is identified as being COVID-19 positive by testing, cleaning and disinfecting will be performed according to CDC guidelines. There may be a short-term dismissal to allow a disinfectant cleaning and determine further courses of action.
• If a Joffrey student or staff member contracts COVID-19, that person must follow CDC guidelines before returning to Joffrey Tower. This typically includes home isolation for at least 10 days and being symptom free for 3 days.
• Anyone associated with a person with a confirmed case will not be allowed to return until they have tested negative or completed a 14-day quarantine.

Additional Policies Regarding COVID-19
• All students (or parents of minor students) participating in in-person classes will sign an additional waiver pertaining to COVID-19. This will be provided during registration (for Children’s and Youth) or prior to classes beginning (for Pre-Professional and daytime students).
• Anyone traveling from outside of Chicago may be subject to quarantine for up to 14 days as determined by local health officials prior to admission to Joffrey Tower.
• All Academy students and staff are expected to be vigilant of guidelines set in place by the City of Chicago while outside of Joffrey Tower, including social distancing.
• Should in-person classes be suspended during the semester, they will resume online for all levels during the mandated closure.
• The Academy is unable to provide refunds or tuition adjustments should classes move between in-person and online formats during the semester.

Additional Information Regarding COVID-19
The following is a complete list of COVID-19 symptoms per the CDC. Any student experiencing these symptoms should refrain from taking class:
- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

For the most up to date information on COVID-19, please refer to these websites:
State of Illinois: https://dph.illinois.gov/covid19