**MUSICAL THEATRE WORKSHOPS**

**Covid 19 Policy September 2021**

Despite restrictions having lifted on step 4 of the roadmap on 19th July 21, at MTW we would like to reduce the footfall of persons in the venue. This said please adhere to the following where at all possible.

1. As this is new to all pupils, we would like to offer a ‘get to know us’ outside at Radcliffe Hall in the garden on Thursday 2nd at 4pm till 5pm and Friday 3rd September at 4pm till 5pm. This will be a drop in and meet us session, which hopefully will ensure a smooth start on Thursday 9th and Friday 10th September at our first sessions. Where possible we would like to ask parents to remain outside the venues during our sessions except in the case of Melody Bear where it is a ‘parent and child class’. Parents are permitted in the building only to help change pupils ready for class if they have not been able to arrive ready or to talk to a marshal or for uniform purchases etc. Until uniform has been organised, children may wear suitable exercise clothing with trainers/plimsolls.
2. In the case of children who need ‘settling’ we shall manage this on an individual basis. We hope the meet and greet sessions will reduce the need for parents settling children inside the venue, however we are aware this may be necessary for some children.
3. There are reduced changing room facilities available (changing facilities will be open for the “straight from school” classes for those who do not live locally or who do not have time to get changed at home). Pupils should arrive ready for class, with as few personal belongings as possible. Water bottles must be named.
4. Only the Melody Bear classes allow parents in the studio. For all other classes, the children need to be come into the studio and listen to the teacher without a parent. Parent watching weeks or mini performances inside or outside will be introduced as soon as we believe it is safe to do so.
5. All pupils, parents, teachers, assistants and marshals to use hand sanitiser on arrival and departure at the venues.
6. Hair must be off the face to reduce the need for pupils to touch their face. No jewellery (stud earrings are permitted) as per health and safety guidelines.
7. Pupils to arrive 5 minutes before the class starts and to be collected no more than 5 minutes after the class finishes. We will have a marshal on the door to ensure any children who have not been collected are safe until they are.
8. Pupils must not attend classes and should self- isolate at home if they are covid positive or if they have returned from a country where quarantine is obligatory or if have covid 19 symptoms. Please see the link below for testing regulations. Pupils should also stay at home if they are not well enough to be at school or at dance. Pupils under 18 are no longer are required to self – isolate in the cases of a close contact with a covid positive individual however please exercise caution and common sense if your child is unwell. Please see the link to government guidance for when you or your child displays covid symptoms and for all covid regulations since we have entered step 4 of the roadmap: [Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection)
9. Fees to be paid via bank transfer before the start of each block of lessons. Please advise us if you need to pay by cash. Late fees incur an administration fee (as per payment terms and conditions).
10. In the event of MTW teacher illness, classes will either be covered by another MTW teacher or cover teacher. In the event of a complete cancellation of a class, the refund will be applied via the next Block fee.
11. The numbers in the studios will be capped to keep the pupils as safe as possible from a covid and general healthy and safety point of view.
12. The MTW teacher / assistant will contact parents/carers in the event of a child becoming generally unwell during a class.
13. MTW teachers will wear visors and or masks for certain activities
14. Masks to be worn by the MTW teacher to administer first aid.

**Covid-19 Policy Declaration**

* I will notify MTW of any changes to my contact details
* I am aware the MTW Risk Assessment is available on the MTW website
* I have read the above guidelines and I agree to adhere to and help my child to understand the above guidelines and for my child to adhere to MTW’s Covid-19 Policy

By ticking the box regarding the covid policy on the parent portal, you are agreeing to the terms and conditions of the policy and to the above declaration.