

LCPA Implementation of Protective Measures for Covid-19

This document is to layout the process by which LCPA supports staff and students against the spread and impact of COVID-19. The college has adopted IAC's risk assessment which is in line with the current Government guidelines on social distancing and other restrictions. These will be reviewed and adjusted accordingly.

In line with Government recommendations, LCPA has an appointed COVID-19 Officer. The officer is responsible for ensuring that precautions are being implemented and staff and students are supported.

Travel:

Follow local guidelines when using public transport which includes mandatory use of a face covering.

Arrival:

- Staff, students and visitors will have their temperature checked upon arrival at reception.
- If a temperature is above 37.8 entry will not be permitted.
- The wall hand sanitiser unit outside of the building must be used before entering.
- Staff and students should only enter one at a time and queue safely outside if necessary.

Departing:

All staff and students must leave the building as soon as their work/class has completed. It is strongly advised to change and wash clothes as quickly as possible after returning home.

One-way System:

To minimize contact a one-way system has been introduced. Increased signage has been displayed and must be adhered to at all times.

Classes:

- Class sizes will be limited to a maximum of 15 students.
- Classes will run for no longer than 1 hour with a 15 minute break in between.
- Tutors will adapt their classes to ensure safe distancing.
- Resource material will be sent in advance as the photocopier will be out of use.

Studios:

- Floors and Ballet Barres will be marked to ensure safe distancing.
- Wall hand sanitiser units are outside all studios.
- Screens have been placed on pianos and classroom tables.
- Spray disinfectant and wipes to clean surfaces will be made available.
- All used items must be deposited in the pedal bins in every space.
- Sound systems should be kept at a low level to ensure that teachers do not shout during class.
- No leaning on the walls, touching the mirrors and windows.
- Teachers must ensure they are the last to leave the studio.

Changing:

- There will be no access to the changing rooms and lockers.
- Students must travel with dancewear under clothing.
- Students must always keep bags with them and as small as possible.
- Students must only wear a basic uniform for classes as listed below.

Uniform:

Girls

College Tracksuit or Black Tracksuit Bottoms/Leggings
College Jumper or Black Jumper/Zip Top
College T-Shirt/Vest or Black T-Shirt/Vest
Black Tights
Black Leotard

Boys

College Tracksuit or Black Tracksuit Bottoms
College Jumper or Black Jumper/Zip Top
College T-Shirt/Vest or Black T-Shirt/Vest
Black Leggings/Cycle Shorts

All footwear as normal, NO bare feet at any time.

Air Circulation:

Windows and doors will be open where possible to help reduce risk.

Communal Areas:

- A face covering should be worn at all times in the communal areas.
- Coats should be hung in the Green Room for BTEC students and in Studio 7 for Diploma students.
- Staff and students are to bring food and drinks as the Café and drink making facilities will be closed.
- BTEC students may use the café and Diploma students' studio 7 to eat in and as a resting space.
- Controls of the water dispenser and vending machines must be cleaned with provided wipes before use.
- Both lifts are out of use unless needed for the car park or mobility and then only one person at a time.

Offices:

Students may not enter the college offices. Wait outside the college administrator's area if you need to speak to a member of staff.

Protecting yourself and others:

If you or anyone in your household have COVID -19 symptoms, stay at home and follow the current self-isolation advice. Individuals who identify with being Moderate or High Risk or live with higher risk individuals should work or study from home as much as possible.

Infection Control:

- Anyone demonstrating symptoms of being unwell must inform the college administrator and remain at home.
- Under no circumstances should staff or students attend college if they feel unwell, call 111 for guidance.
- If staff or students shows symptoms during the day, they must inform the administrator and return home.
- Staff and students must inform the college if they have tested positive.
- If any staff or student test positive, those in contact will be told to self-isolate for 14 days before returning.

Stay on top of:

- Hand washing regularly.
- Keep 2 meters apart at all times.
- Wear a cloth facial covering in communal areas.

Contact Details:

Ensure we have up to date contact numbers. We will share details with the NHS Test and Trace if necessary to help stop the spread of Covid-19. You can chose to opt out of the NHS Test and Trace.