



COVID-19 Policies and Procedures

We are so happy to be open again! We have implemented a number of changes in the building and in our class structure towards our efforts to do all we can to safely offer classes and prevent the spread of COVID-19.

Please make sure to read through this entire document, outlining our protocols for reopening.

If you have any questions, please don't hesitate to reach out to us at trapezearts@gmail.com or by calling (510) 419-0700.

Staff

All staff will be monitored regularly for symptoms of Covid-19. They will wear masks when teaching.

Entering the Facility

1. Only students will be permitted into the building; **no spectators will be allowed** due to social distancing capacity limitations. Parents dropping off children will only be able to come in as far as the front reception area. Children can be picked up in the same front area. If you feel that your child(ren) can not participate in a class without parental supervision, we ask that you wait until a later phase of reopening to enroll.
2. Everyone entering the building will need to be wearing a mask.
3. On your first day back, you will be asked to sign a Covid-19 waiver.
4. We are staggering the start times for classes so please do not arrive more than 15 minutes before the start time of your class. If you arrive early, we ask that you wait outside.
5. Please proceed to the office window to sign in for class. You will be asked to verify that you have not experienced any COVID-19 symptoms. This will be the first station where you will be asked to sanitize your hands.
6. In addition to a jacket or sweater, please limit the personal items you bring into the facility—only the minimum equipment needed to participate in a class will be allowed. For Flying Trapeze students, only personal safety belts, grips, water bottles and cell phones will be allowed. For all other classes, only water bottles and cell phones will be allowed. There are shelves/storage bins at each class area where students will put their belongings. Please be mindful of these designated areas.
7. Shoes **MUST** be removed and left on the racks at the front of the building.
8. Please head directly to the area where your class is taking place. Walking throughout the building is discouraged.
9. There will be hand sanitizer throughout the facility. We encourage you to use it before touching things like pens, doorknobs, or any other shared item.

Class Procedures

1. We have staggered the start times of all classes. This allows us to limit the total number of people in the space at any given time and provides for proper social distancing while students are entering and exiting the facility. Time has been allotted between classes of the same type to allow for cleaning/disinfecting equipment before the next class.
2. A revised Class Schedule has been created and can be found on our website
3. Please follow directions from the instructors at all times and maintain a minimum of 6 feet separation from others whenever possible. Please do your best not to touch surfaces and other things in the building other than your assigned equipment or your own personal belongings. There will be marked off sections in each area for students to stay within in order to maintain proper social distancing.
4. Class sizes have been limited:
 - Aerial: 5 students
 - Flying Trapeze: 6 students
 - Trampoline: 4 students
 - There will be limited "hands on" instructor spotting during classes. Safety lines may be used as an alternative to hand spotting when appropriate.
5. Face coverings must be worn at all times, unless you feel your safety will be compromised. We trust your judgement.
6. The large roll up door at the back of the building will be open while classes are going on. As CDC and county guidelines and restrictions loosen up, this will be re-evaluated. This not only allows fresh air to circulate throughout the space, but provides access to an outdoor area where one can take off one's mask and get some fresh air, if needed.
7. After class, we ask that you do not stay in the building to socialize. We have a limited window of time to clean between classes, so we appreciate your understanding! You are more than welcome to stay outside and socialize as long as you'd like!

Flying Trapeze

All Flying Trapeze classes will be limited to 6 students. During the initial phase of reopening, we will not be doing catches in flying trapeze classes. This extra time will allow you to perfect your tricks to the net, so when we are able to begin catching again, you will be ready! This is also a great time to work on your swing, force out, and other tricks on the bar.

- Due to the close proximity, our board instructors will be wearing a full face shield and face mask.
- We will still have chalk available for everyone's use; chalk is a desiccant and will not spread the virus. However, if you would feel more comfortable using your own, you are welcome to bring it with you to class.
- Our staff will be disinfecting the ladder, uprights, safety belts, seating area, and trapeze bars between each class.

[We will not be lending out the school's grips \(palm guards\) to students.](#) Gauze grips and leather grips are available for purchase.

As the manufacturer of the safety belts used at our school and by most Circus schools and Club Med Resorts, we will continue to provide safety belts and they will be disinfected between classes. However, if you prefer to purchase your own belt, we'd be happy to make one for you!!

Aerial Classes

All Aerial classes will be limited to 5 students. Each student will be assigned their own piece of equipment and they will use only that apparatus for the duration of the class.

- If students have their own apparatus (tissue, hoop, trapeze), they are welcome to bring it and use it for their class. Please note that student's personal apparatus cannot be left at the school between classes.
- Instructors will have their own piece of equipment and area for demonstrations.
- Instructors will be relying on talking students through skills and avoiding hands on spotting whenever possible. After so much time away, chances are everyone will be rebuilding aerial strength and endurance, so please use this opportunity to review and perfect your technique!

Please do not share rosin with other students or instructors. We encourage you to bring your own. If you do not have any, we have it available for purchase, so please bring a container (sock, baggy, etc...) in which to put it.

Each student will have a designated area in which to sit and put their belongings.

- At the end of each Aerial class, students will be required to wipe down the mats and any equipment they used. The coach will spray the mats and equipment, and then the student will wipe them down. This method is being used in order to limit the number of people that touch the spray bottle cleaner.
- Aerial silks will be washed at frequent intervals.

Trampoline

All Trampoline classes will be limited to 4 students.

- Students will wait for their turn in designated spots while maintaining social distancing.
- There will be no hand-spotting during class but safety lines and safety harnesses may be used.
- Personal safety harnesses are encouraged, but the use of Trapeze Arts harnesses will be permitted.
- If you would like to use the fabric throw mats, please bring 1-2 fitted sheets either twin or full-sized to cover them during your turns.
- Socks are required during class, and students may wear a face mask if they feel their safety will not be compromised.
- Trampoline entry/exit points, mats and end decks will be sanitized between classes

Facility Cleaning Protocols

A cleaning log will be at each class station (Aerial, Trampoline, Flying Trapeze). Instructors will be signing off on the log that all required cleaning/disinfecting procedures have been done between classes and at the end of each day. In addition to this, bathrooms, floors and surfaces will be cleaned at the

end of each business day. We are also having the facility cleaned professionally, on a bi-weekly basis, as we have always done. The frequency of this professional cleaning will be increased if deemed necessary.

Class Sessions Policy

All classes will be offered in 6 week sessions. There may be some variance to this schedule in light of upcoming holiday periods. If a student wants to attend classes more than once per week, he/she will have to buy a spot in two different classes. This structure will allow the same group of students to be together in each class, thereby decreasing the amount of exposure people have to others. If you are unable to attend a class, you will not be allowed to send someone else in your spot, as we have allowed in the past. This stricter policy is in place for the safety of our students and staff. As CDC and county guidelines change and social distancing restrictions ease up, we may be able to amend this. Because this is a completely new system, we are starting with 6 week sessions so we can evaluate how things are working and revise, if necessary, going forward.

Towards the end of each session we will open registration for the next session. Currently enrolled students will have priority to the spot(s) they hold before we open up registration to new students.

Pricing

Since we will be structuring classes in sessions with set dates, we will no longer be using 10/10 or 10/20 cards. We understand that many students still have cards on file, so we will calculate the remaining value of all current class cards and that value can be applied towards the purchase of a spot in a session. Because everyone will be making a commitment to the full session, our pricing has been revamped. We looked at our previous single class prices and the 10/10 and 10/20 card prices while also considering the many new expenses that we are incurring in response to Covid-19, including PPE, cleaning/sanitizing supplies, etc..... A spot in a 6 week flying trapeze session will cost \$210 and a spot in a 6 week Aerial or Trampoline class will cost \$180. This could vary if the number of weeks in the session changes.

If a spot is still available, one can join into a session after it has begun, and the cost will be prorated for the remaining number of weeks. The exception to this will be if all spots have been booked and then someone drops out before the end of the session. Spots will not be resold.

Reserving spots in a class

Reservations will be taken on a first come-first served basis. You will need to choose the specific day and time of the class(es) you want to attend (i.e. Trampoline-Tuesdays at 5:45pm) and you will be committed to the class(es) you choose for the duration of the session. We will email students when registration is open. You can either email us at trapezearts@gmail.com or call 510-419-0700 to reserve your spot(s).

Cancellation/Change Policy

Because we have limited spots in each class, and our focus for everyone's safety is on keeping the same groups of students together, our cancellation and change policy has been amended.

- No changes can be made to your chosen date/time once a session has begun
- Since we will be only offering classes in fixed sessions, there will be no ability to make-up for missed classes
- Once you have reserved a spot in a class, there will be no refunds

This continues to be an incredibly difficult time for small businesses, and we still have many expenses to cover such as staff salaries, rent, insurance, utilities, etc. We greatly appreciate your support and understanding.

Office coverage

We will have someone in the office as always. All interactions with the office will happen through the glass window at the front of the building, students will not be allowed in the office. With the new class structure, there will be no need to make reservations for future classes. We are encouraging touchless payments as much as possible.

Private Lessons

We will allow private lessons in all disciplines if they do not overlap with group classes. In addition, they will have to be scheduled at times that will either allow enough time for proper cleaning of the equipment prior to the start of a group class or following the end of a group class. As always, private lessons need to be scheduled through the office.

Open Training

Because Alameda county has moved up in the color tiered system, we are able to offer Open Training again to currently enrolled students, though we have to limit the number of people who can be in the space at any given time. Open training must be scheduled in advance with the office so we can be sure the space is available. Drop-ins will not be allowed. The prices are the same as they were before, \$15/per person/per hour if using one's own equipment, \$25/per person/per hour if using Trapeze Arts' equipment. Monthly rates are available, check with the office for pricing.