



COVID-19 Update March 13, 2020

Dear Family Members of The Complex Performing and Creative Arts Centre,

As a valued member of our arts family, we are reaching out to you with our current plan of action regarding the Novel Coronavirus (COVID-19) and its impact on our community and families.

At this time, we have made the decision to cancel private lessons, classes, auditions and rehearsals from Saturday March 14 through Sunday March 29, with hopes of resuming to normal on-site learning on March 30. To make up for this loss of class time, we will now hold classes during April Vacation (April 11-19) and extend our season one week longer. Instead of ending classes on June 13, 2020 as originally planned, we will now end classes on June 20, 2020. During this two-week break we will continue to deep clean our facility and ready it for our students' return.

In the coming days and weeks, we will continue to monitor the situation and pass along any pertinent information we gather. In the event that we are not able to conduct classes on-site on March 30, 2020, we will continue to provide the same education to our students remotely. Our staff will use the next two weeks to continue devising creative ways to conduct classes online, through independent experiences, and through live streams. We are doing all we can to keep a sense of normalcy for our community of amazing kiddos. In a time of such uncertainty, we want them to be certain they can always count on The Complex!

This is a fragile time for all of us and we thank you for being such a supportive and loyal community. We will stick together through this! While we may feel it best to not be in the building as a community for the next two weeks, we will not stop working as a community for our students. We all have to get creative during this time and we are all working diligently to make sure that happens.

- Alternate Audition Methods for Giants in the Sky will be Announced (students may audition remotely)
- We will update you on the status of our performance of Coppelia as we continue to work with The Woodstock Academy and follow the guidelines of the State of CT.
- School of Rock rehearsals will also be announced
- During our two-week break, teachers will check in with conservatory students to confirm any conceptual work for performances, student companies may set up virtual meeting rooms to hold rehearsals remotely, all teachers are working to create virtual classrooms so they have the ability to live stream classes and/or send videos if we need to utilize those methods down the road

## **Upon return to The Complex:**

We would like to reassure you that we are adhering to the CDC Guidelines as the health and wellbeing of our students, their families, and our staff are our top priority. We will continue to monitor and implement the local, state, and federal recommendations as they're announced.

We take pride in our facility and how it operates and would like to highlight the policies we have in place at the studio to help our families stay healthy and safe.

### Prevention Steps in the Studio:

- Sanitizer: We have sanitizer at the studio entrance and in various locations throughout the space, the bathrooms as well as at the front desk and we encourage you to utilize it frequently.
- Handwashing: We encourage frequent handwashing (for at least 20 seconds before rinsing).
- Discouraging close contact: We have adjusted certain aspects of our classes to ensure students are not in too close of proximity. We will not be giving hugs or hi-fives and are asking students to skip those as well.
- Surface Cleaning: Every half hour we are wiping down frequently touched surfaces and equipment.
- Deep Cleaning: Each week we are deep cleaning the studio.
- Sneezes and Coughs: We are encouraging students to cough and sneeze into their arms, not in their hands.
- Staff: Only staff feeling well (without symptoms) will be in the studio.

### How you can help:

- Don't bring toys from home.
- Don't send your child to the studio sick or if a family member is sick.
- Children missing a class due to illness will be granted a make-up session.
- Don't break any formal quarantine/government restrictions.
- Encourage your child to cough and sneeze into their arm or a tissue to then be disposed of, not in their hand.
- Alert us if your child does have COVID-19 and have been to the studio within the last 14 days so we can contact their peers.

The well-being of our students and families is a top priority! Please know that we are here to address any concerns or issues and are happy to hear from you on additional ways we can keep our community healthy!

Sincerely,

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