

# Zorongo FLAMENCO DANCE THEATRE

## **COVID-19 Preparedness Plan for Zorongo Flamenco, Inc. (DBA. Zorongo Flamenco Dance Theatre**

Zorongo Flamenco, Inc. ("Zorongo") has developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Board members, directors, dancers, teachers, musicians, students, and the community who use our space are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our studio and communities, and that **requires full cooperation among everyone who uses the studio**. Only through this cooperative effort can we mitigate the risks in our studio.

The COVID-19 Preparedness Plan is administered by Zorongo's Board Vice President, Chris Kozachok, Artistic and Managing Directors Susana di Palma, and Michael Bargas, who maintains the overall authority and responsibility for the plan. However, management, dancers, teachers, musicians, students, and community are equally responsible for supporting, implementing, complying with, and providing recommendations further to improve all aspects of this COVID-19 Preparedness Plan.

Zorongo's COVID-19 Preparedness Plan follows the industry guidance developed by the state of Minnesota, which is based upon Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines for COVID-19, Minnesota Occupational Safety and Health Administration (MNOSHA) statutes, rules and standards, and Minnesota's relevant and current executive orders. It addresses:

- ensuring sick workers and students stay home and prompt identification and isolation of sick persons;
- social distancing – workers and students must be at least six-feet apart;
- worker hygiene and source controls;
- workplace building and ventilation protocol;
- workplace cleaning and disinfection protocol;
- drop-off, pick-up and delivery practices and protocol; and
- communications and training practices and protocol.

Zorongo Flamenco has reviewed and incorporated the industry guidance applicable to our business provided by the state of Minnesota for the development of this plan, including the following industry guidance for Gyms and Fitness Centers (*State of Minnesota*), "Return to Dancing and Training Considerations" Due to-COVID-19 (*written by Heather Southwick, PT*,

MSPT, Selina Shah, MD, FACP, FAMSSM, and Kathleen Bower, PT, DPT under the auspices of the Dance/USA Task Force on Dancer Health 2020), and the City of Minneapolis. Other conditions and circumstances included in the industry guidance and addressed in the plan that is specific to our business include:

- the State of Minnesota limits occupant capacity in the studio to more than 25%
- [the State of Minnesota Executive Emergency Executive Order 20-81](#) and [City of Minneapolis Emergency Regulation No. 2020-12](#) requires any individual who is over age two (City of Minneapolis) and able to medically tolerate a face-covering shall be required to cover their nose and mouth with a mask or cloth face-covering in accordance with CDC guidance when in indoor spaces, and
- the Dance/USA Task Force on Dancer Health recommends dancers should maintain a distance of at least 6 feet apart, but preferably 10 feet apart if possible.

### **Ensure sick dancers, teachers, and musicians stay home and prompt identification and isolation of sick persons**

Dancers, teachers, and musicians have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19 (see Health Screening Questionnaire). The following policies and procedures are being implemented to assess the dancer's, teacher's, and musician's health status before entering the workplace and for workers to report when they are sick or experiencing symptoms.

#### **1. Self-assessment before leaving home**

Dancers, teachers, and musicians are required to do a daily *Self Assessment*. Individuals or anyone in their immediate family or household (living in the same home) reporting the following symptom(s) will not be permitted into the studio. If symptoms develop while in the facility, the individual will leave immediately. Symptoms include:

- Cough
- Shortness of breath
- A fever (100.0 or higher) within the last 72 hours
- Sore throat
- Headache
- Chills
- Muscle or body aches

- New loss of smell or taste
- Diarrhea in the past 24 hours
- Vomiting in the past 24 hours
- Had direct household contact with a person experiencing an undiagnosed cough and fever

If you or any immediate member of your household experience any of these symptoms, email Artistic Director Susana di Palma at [susanazorongo@gmail.com](mailto:susanazorongo@gmail.com).

**2. If you are exposed to someone with COVID-19 or have tested positive:**

- a. email Managing Director Michael Bargas at [gmbargas@zorongo.org](mailto:gmbargas@zorongo.org) to say you have been exposed or that you have tested positive for COVID-19,
- b. you are asked to self-quarantine for 14-days from the point of exposure before returning.
- c. Follow CDC guidance "[What to Do If You Are Sick](#)."

**3. Returning to the Facility after Illness**

If you or someone in your household is having respiratory symptoms (cough OR sore throat OR difficulty breathing) and no test was done to confirm diagnosis you may return to the facility when these three (3) things have happened:

- #1 Fever free for at least 72 hours without the use of fever-reducing medication AND
- #2 Other symptoms have improved AND
- #3 At least 10-days have passed since symptoms first appeared

**4. If you or someone has/had lab-confirmed COVID-19, you can return when these three (3) things have happened:**

- #1 Fever free for at least 72 hours without the use of fever-reducing medication AND
- #2 Other symptoms have improved AND
- #3 You received two negative tests in a row, 24 hours apart (or per your doctor's recommendation in written format)

If a family member is ill, follow the MDH quarantine guidelines [COVID-19 Exclusion Guidance](#)

## **Teacher self-administered health screening at the studio**

### **1. Completing your Health Screening Questionnaire**

- a. Teachers need to put on their masks and use the provided hand sanitizer once in the studio.
- b. You are encouraged to wear the provided disposable gloves before performing all procedures,
  - Complete a temperature check on yourself using a no-touch forehead thermometer and record it on the questionnaire,
  - complete a Health Screening Questionnaire, and
  - file under their name in the file box provided.

## **Prompt identification and isolation of sick persons at the studio**

### **1. Assessing dancer, musician, and student health**

- a. You are encouraged to wear the provided disposable gloves before performing all procedures.
- b. The teacher is responsible for administering the Health Screening Questionnaire to dancers musicians, and students,
  - Take their temperature and record it on the questionnaire,
  - file under the appropriate [NAME], or weekending date [Saturday, Month, Date] in the file box provided.
- c. When these tasks are complete, dispose of gloves if wearing, and use hand sanitizer before starting class.
- d. If a teacher has a support person to assist with the Health Screening Questionnaire and taking temperatures,
  - administer temperature checks and the Health Screening Questionnaire to any dancer, musician, or student arriving before the support person and to the support person upon their arrival, after which,

- the support person may perform the temperature checks and the Health Screening Questionnaire as previously outlined.
- e. When these tasks are complete, use hand sanitizer if you are attending class.

## **2. Actions to take if someone exhibits symptoms**

- a. If anyone's temperature reads 100 or higher or they answer yes to any of the questions on the Health Screening Questionnaire, they are not permitted to stay at the studio,
  - let them know that Managing Director Michael Bargas will contact them regarding further instructions about returning to the studio,
  - any teachers, dancers or students who previously arrived at the studio who were in contact with that person must leave and do not admit any additional individuals, and
  - close the studio.
  - **If no one was in contact with that person, the studio could remain open.**
- b. If someone, including yourself, becomes ill during class with any of the before mentioned symptoms,
  - isolate that person or yourself from the rest of the group,
  - ask everyone else to return home, and
  - make transportation arrangements for the ill person to be picked up if they are unable to drive.
- c. Report any of the above incidents to Michael Bargas at [gmbargas@zorongo.org](mailto:gmbargas@zorongo.org).

## **Social distancing protocol – teachers, dancers, musicians, and students must be at least six-feet apart**

Social distancing of at least six-feet will be implemented and maintained between teachers, dancers, musicians, and students and up to ten-feet with dancing or performing.

### **1. Implementation of protocols for social distancing**

- a. Only six students and one teacher are permitted to use the dance floor and maintain the 25% capacity cap put in place by the Governor of Minnesota.

- b. One musician is permitted if there are only five students plus the teacher and will be positioned six-feet from the dance floor.
- c. No visitors, guests, or parents are permitted to watch classes or rehearsals.
- d. Zorongo has marked out on the floor space for each student with black tape at least six-feet apart from one another and the teacher.
  - Dancers and students will be required to stay within the marked area assigned to them while dancing.
- e. Four chairs, one for each dancer or student, will be provided and placed six-feet apart from one another.
  - Each dancer or student will select one chair for the duration of their time in the studio, and
  - All personal belongings should be limited and placed on or under the chair while dancing.

## **2. Social distancing before and after rehearsals and classes**

- a. Do not enter the building until the teacher opens the door.
  - Wait in your vehicle, or
  - stand six-feet apart waiting in line outside, and
  - be sure you have a mask on before entering the studio.
- b. Once in the building, take your seat and wait for rehearsal or class to start.
  - Please do not mingle standing and talking near the entry door.
- c. When rehearsal or class is completed:
  - Return to your chair,
  - change shoes, gather your belongings, and
  - leave the studio immediately.
- d. Any socialization should be done outside the studio, maintaining proper social distancing.

## **Worker Hygiene and Source Controls**

Basic infection prevention measures are being implemented at our studio at all times. All board members, directors, dancers, teachers, musicians, students, and the community who use our space are required to sanitize their hands before entering the facility. Hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) are at the entrance to the studio and the rear door to the hallway so they can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled.

### **1. How to use hand sanitizer**

- a. The CDC recommends the following procedure:
  - Apply the gel product to the palm of one hand,
  - rub your hands together, and
  - rub the gel over all the surfaces of your hands and fingers until your hands are dry (this process should take around 20 seconds).

### **2. Follow the five steps to wash your hands the right way from the CDC**

- a. If your hands are soiled or after using the restroom:
  - Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
  - lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails,
  - scrub your hands for at least 20 seconds (need a timer? Hum the "Happy Birthday" song from beginning to end twice), and
  - dry your hands using a clean towel or air dry them.
  - In the event the public restroom is without soap, Zorongo has supplied antibacterial soap by the rear door to the hallway.

All board members, directors, dancers, teachers, musicians, students, and the community who use our space are required to cover their mouth and nose with a one-time-use or cloth face covering at all times while in the studio.

### **1. One-time-use or cloth facemasks**

- a. Zorongo will supply one-time-use facemasks if you do not have one or forget to bring one with you to the studio.

- If you are unable to tolerate a mask due to a medical issue or trouble breathing, please consider staying home.
- b. Masks can help to stop your germs from infecting others. Wearing masks is extra important if people without symptoms can spread the virus that causes COVID-19 disease.
  - Wearing a mask does not protect you from others who may spread the virus. You will still need to wash your hands often, cover your cough, and stay six feet away from others, and
  - wearing a mask does not mean people who are sick should be in public places. Stay home if you are sick.
- c. If your mask becomes wet while dancing, replace it with a dry one.
  - One-time-use masks are available in the studio if you do not have a new dry mask.

**2. Additional recommends from the 2020 Dance/USA annual conference**

- a. Dr. Selina Shah (board-certified in sports and internal medicine) reinforced wearing masks in the studio.
- b. Mask should fit and should not require readjustment,
  - If you need to adjust your mask, be sure to sanitize your hand before and after touching your mask and face.
- c. Use yoga breathing techniques to become accustomed to wearing a mask.
- d. Wearing a mask may simulate altitude training.

**3. If you have allergies and are excessively coughing or sneezing, please consider staying home.**

- a. If your symptoms are mild and you need to cough or sneeze:
  - If you can step outside, remove your mask when you are about to cough or sneeze, and do so into your elbow,
  - use a disinfectant like a hand sanitizer to sanitize the area into which you coughed or sneezed
  - after that, you can put your mask back on securely.

- This method ensures the mask itself never becomes contaminated so that it can continue to fulfill its function while you're wearing it.
- b. If you sneeze into your mask, don't turn your head.
  - While this habit is logical, it should be avoided if you're masked up.
  - It may not feel like the right thing to do; it's recommended that you cough or sneeze head-on, directly into the mask, so
  - the chances of the droplets coming out of the sides are decreased, and they go directly into the mask material, and
  - wash your mask regularly if it is fabric or replace it when needed.
- c. Avoid touching your face, particularly the mouth, nose, and eyes, with your hands.
  - If you are using a tissue, dispose of it in the provided trash receptacles.
  - Sanitize or wash your hands immediately afterward.

#### **4. To Help Stop the Spread and Protect our Company**

- a. Shared/communal food or drink is not permitted in the Zorongo Studio. Eating is only permissible if medically necessary.

### **Workplace Building and Ventilation Protocols**

Being in an enclosed indoor space, sharing the same air for a prolonged period (> than 10 minutes) increases the chances of exposure and infection. Standard social distancing guidelines of six-feet are not as effective as the time of exposure is increased, and even a low dose of virus is within the air.

#### **1. Zorongo requires the following protocol to increase air circulation in the studio**

- a. The teacher will open all windows to the studio, and they will remain open during all rehearsals and classes including,
  - the entry door to the studio will be left open to increase airflow, and
  - the air conditioner fan must be turned on, and the floor fan turned on and blowing out the entry door.
- b. Do not leave the rear door to the hallway open during rehearsal or classes.

- c. The teacher is responsible for closing all windows and turning off the air conditioner and fan after all dancers and students have left the studio, and cleaning protocols are complete.

## **Workplace Cleaning and Disinfecting Protocols**

Regular practices of cleaning and disinfecting have been implemented, including a schedule for routine cleaning and disinfecting of work surfaces, equipment, props, furniture, and areas in the work environment, including sanitation stations, and common spaces within the studio. Frequent cleaning and disinfecting are being conducted of high-touch areas, including phones, audio equipment, touch screens, controls, door and window handles, remote controls, copy machines, credit card readers, etc. The use of fabric furniture is not permitted.

### **1. Daily cleaning when the studio is in use**

- a. 30-minute breaks between rehearsals and classes are in place for cleaning, disinfecting door handles, etc. by teacher or support person using
- b. a Lysol disinfectant solution (10.8 oz. to 106 oz. of warm water makes one gallon) dispensed from a spray bottle, wait six minutes, and wiped clean with disposable rags or use another CDC recommended disinfectant supplied by Zorongo.
- c. To clean the floor, use the one-gallon pump sprayer filled with the Lysol disinfectant solution as per the following [video https://vimeo.com/437889507/6cbb80f48f](https://vimeo.com/437889507/6cbb80f48f). After the solution has been on the floor for six minutes, use the microfiber mop to dry the floor.

### **2. Weekly cleaning of the studio**

- b. A Zorongo representative or hired contractor will disinfect the studio floors with disinfectant weekly. Floors are disinfected with ProClean-D Plus (starting August 15, 2020).
  - o Stagestep's ProClean D Plus is a "hospital strength" disinfectant that can be used for cleaning your floor. For use in studios, schools, and homes. Suitable for disinfecting nonporous, hard, washable (water-resistant) surfaces and objects such as floors, walls, door handles, chairs, etc. Liquid concentrate free of aldehyde, for wipe-on disinfection, kills bacteria, fungus, algae, and viruses (e.g., effective against hepatitis-B-virus). Coverage/unit is approximately 30,000 sq. ft. (Humidity and temperature will affect actual yield.) It can be used with our Floorcare System. ProClean D Plus (EPA Reg No. 1839-95) is listed as a product that can be used against SARS-CoV-2. ProClean D Plus meets EPA's criteria for use against SARS-CoV-2, the novel coronavirus that

causes the disease COVID-19. <https://www.stagestep.com/product/proclean-d-plus/>

- c. If someone who has COVID-19 was in the studio, the studio will be closed for 12 hours and then disinfected as above, including floors.

Appropriate and effective cleaning and disinfecting supplies have been purchased and are available for use in accordance with product labels, safety data sheets, and manufacturer specifications, and are being used with required personal protective equipment for the product. The disinfectant spray is applied with disposable rags provided. Floor cleaner is applied with a spray bottle and a microfiber wet/dry floor mop with pads that are machine washable.

### **Drop-off, Pick-up, and Delivery Protections**

- 1. Dancers and students will be required to arrive 15 minutes before scheduled class time.**
  - a. Everyone will be asked to wear masks when entering the building and keep six feet of distance from others at all times.
  - b. Parents/guardians must plan to drop off and pick up students without entering the studio themselves to lessen the number of people in the space.

### **Communications and Training Practices and Protocols**

- 1. Teachers, dancers, musicians, and students will receive notification of all the changes in protocols by email communication.**
  - a. Teachers will review the sanitation procedures with dancers, musicians, and students before teaching any classes.
- 2. Students will receive email notification of all protocols pertaining to them.**
- 3. Everyone is encouraged to studio share safety concerns with Managing Director Michael Bargas at [gmbargas@zorongo.org](mailto:gmbargas@zorongo.org)**

## **Additional student protocols for participating classes**

- 1. Students are required to register and pay online for classes in advance.**
- 2. Bring from home:**
  - a. One bag of belongings to the studio.
  - b. Your own water bottle(s) filled with water.
    - Water cooler use will not be permitted
  - c. A mask or cloth face covering
    - If you forget yours, one-time-use masks are available at the studio.
  - d. Students are required to arrive dressed for class.
- 3. Before entering the studio, put on your mask.**
- 4. Students upon entering the studio:**
  - a. Will have their temperature taken and be asked to use hand sanitizer.
  - b. Will complete a Health Questionnaire.
  - c. Will be directed to a chair spaced at least six feet apart where you can leave your belongings while taking the class.
- 5. Zorongo will mark out the floor with black tape at least six feet apart from one another and the teacher.**
  - a. Students will be required to stay within their assigned space while dancing.
  - b. Teachers will teach from the front of the room and do not correct students with touch but rather by showing correction in their own body or through words.
- 6. When class ends, students will be instructed to gather their belongings and leave immediately.**
  - The studio will then be cleaned before the next class.
  - We intend to leave 30 minutes between classes, to clean and air out the studio.

## EXTERNAL FACILITY USERS

Non-compliant groups may be asked to leave the premises and may be prohibited from reserving facilities in the future.

1. Organizations requesting the use of Zorongo facilities **WILL BE REQUIRED** to provide Zorongo's Managing Director with their COVID-19 Preparedness Plan and allowing review and approval at least 48 hours in advance of using the Zorongo studio.
2. **External Facility users** are required to adhere to Zorongo's capacity limits at all times.
3. **External Facility users** are required to provide their own hand sanitizing supplies and masks for before, during, and after practice for participants.
4. **External Facility Users** are required to provide their own first aid kits.
5. **External Facility Users** are required to bring their own sound equipment, dry erase markers, eraser, and other supplies as needed.
6. **External Facility Users** may not use areas of the studio without prior authorization so that rooms can be sanitized before and after use. The use of water cooler is not permitted; participants in activities should bring their own water bottles (filled). Doors will be propped open to reduce handling when possible and to increase airflow. **The studio will be cleaned and disinfected by the User.**
7. **External Facility Users** may bring in personal equipment for their own use provided they get approval from the Managing director 48 hours in advance of the use of the studio. The Managing director reserves the right to refuse the use of personal equipment is deemed to be a safety or health hazard.
8. **External Facility Users** must sanitize all equipment before bringing it into the facility, and immediately before they leave the room, it was used.
9. **External Facility Users** must provide their own sanitizing supplies for their equipment, and must provide and clean the studio according to the specifications of Zorongo's approved cleaning statement, including the proper use of approved products.

## Workers and Student Health Screening Questionnaire

In addition to routine temperature checks upon arriving at the studio, Workers and Students are required to complete the following Health Screening questionnaire.

**1. Have you tested positive for COVID-19? Yes/No - If yes, have you been:**

- Fever free for at least 72 hours without the use of fever-reducing medication AND
- Other symptoms have improved AND
- You received two negative tests in a row, 24 hours apart (Please provide a copy of your doctor's recommendation in written format)

**2. Has someone in your family or household tested positive for COVID-19? Yes/No? If Yes, have you been:**

- Fever free for at least 72 hours without the use of fever-reducing medication AND
- Other symptoms have improved AND
- At least ten days have passed since symptoms first appeared

**3. Do you have or have you had any of the following symptoms currently or in the past 24 hours:**

Yes/No Cough

Yes/No Shortness of breath

Yes/No A fever (100.0 or higher) within the last 72 hours

Yes/No Sore throat

Yes/No Headache

Yes/No Chills

Yes/No Muscle or body aches

Yes/No New loss of smell or taste

Yes/No Diarrhea in the past 24 hours

Yes/No Vomiting in the past 24 hours

Yes/No Had direct household contact with a person experiencing an undiagnosed cough and fever

4. What is your current temperature? \_\_\_\_\_

5. Have you had any of the above symptoms since your last day at work/rehearsal/class or the last time you were here that you cannot attribute to another health condition?  
Yes/No