

Dear Fine Arts Preschool Parents,

Welcome to summer! We hope that you are enjoying your days of sunshine and beautiful sunsets!

Thank you so much for all of your kindness and patience at this time. There have been many important aspects to review, discuss, delineate, and seek approval to transition back to in-person learning for our students, faculty, and community. We have dialogued with our fulltime Tanner Dance administration team, the University Child Care Office, the University Dean of Fine Arts and the University of Utah Academic Vice President. We have researched documents provided by the CDC, Utah State Health Department, and the Governor's Office to identify the essential safety protocols necessary to have our students return to campus. Again, we appreciate your understanding and patience as we navigate these uncharted waters.

The Fine Arts Preschool (FAP) recognizes that we have very young students enrolled in our program. We shall continue to seek new and innovative ways to engage, entice, and experience the world around us through the fine arts ...even during a pandemic. With all of the creative minds of our amazing FAP teachers there are many new and exciting activities in the mix this year! The Fine Arts Preschool faculty arrives, as always, with compassion, sensitivity, awareness, excitement, understanding, creativity, joy, and love. Our teachers are dedicated to create an environment for your child to nurture their social, emotional, and developmental well-being, even more so with the new safety protocols in place. The Fine Arts Preschool has been servicing students for 28 years, so some of our "traditional" FAP logistics, events, and annual activities will be going through a "make-over" to reflect the importance of our health and safety while attending in-person classes at the Studio. We are thrilled to unveil these updated classroom ideas, new events, and activities during our parent and student orientations in August, and throughout the months to come this fall. Education across the nation will have a new "look" as we move forward. The Fine Arts Preschool will continue to adapt, shift, and implement the necessary characteristics needed to ensure a wonderful successful preschool experience for you and your child. Thank you in advance for your and support. We look forward to this partnership between teacher and parents.

With the protocols and safe guards outlined below, Tanner Dance and the Fine Arts Preschool is gearing up for a fantastic school year ahead! The University of Utah, Tanner Dance Program, and the Fine Arts Preschool will return to the studio in August 2020. With slight modifications for the Fine Arts Preschool, the guidelines below are those we have developed for all of the Tanner Dance Programs.

After extensive review of the University of Utah Guidelines, and the [Utah Leads Together 2.0 plan](#), Tanner Dance and the Fine Arts Preschool has implemented health and operational procedures that will mitigate risk and ensure the safety of all our faculty, staff and students as we begin Tanner dance classes in late August, and the Fine Arts

Preschool program after Labor Day. Should the public health situation change, the University of Utah and Tanner Dance may need to modify procedures.

FAP teachers and all Tanner Employees Screened daily: Every employee at Tanner dance will be screened daily with a temperature reading, wear masks, hand washing throughout the day, and sanitation. Employees will be asked to remain at home should they show signs of illness.

Entrances to and from Tanner Dance: Each of the Tanner Dance programs that arrive throughout the week have been assigned enter/exit pathways to limit the cross-flow of patrons at the studio. The Fine Arts Preschool program will follow this flow of pedestrian/vehicle traffic every day that you arrive for the FAP program: **ALL** Fine Arts Preschool families will utilize the **WEST** driveway, accessible from 1725 south Campus Center Drive near the University Museum of Fine Art (UMFA). FAP vehicles will enter the west circular driveway in front of the Beverly Taylor Sorenson Arts and Education Complex/Tanner Dance Studio and pull around the circle to the furthest opening possible to allow for the maximum amount of vehicles on the circle as possible. Classes will have staggered times for dropping off their child. Please turn off your engines to be mindful of idling cars. Thank you. Parents will exit their vehicle in a mask and open up the car door for their child and unload them from your vehicle. Tanner Dance staff in masks will meet you at the west main doors to conduct screening requirements prior to vehicles driving away. Preschool parents will practice saying their goodbyes outside of their cars, and at the furthest, the west main doors. Staff will escort students into the Tanner building. Only under special circumstances, should a parent need to accompany their child into the building. Anyone entering the building is required to wear a face mask, temperature check, and sanitize hands. FAP students will enter and exit the building from this **WEST** circle entrance.

Please note that the east circle and east Tanner parking lot will not be accessible to FAP families so that other Tanner programs can use that pick up and drop off location. Thank you

Hand Sanitizing and Screening Requirements: Everyone entering the Beverley Taylor Sorenson Arts and Education Complex on the Tanner side will sanitize hands and have a temperature reading. The Fine Arts Preschool will conduct temperature readings at the cars and/or west doors. Parents/children, and employees must answer the following questions prior to entry:

1. Do you have a new cough that you cannot attribute to another health condition?
2. Do you have new shortness of breath that you cannot attribute to another health condition?
3. Do you have any two of the following symptoms: Fever (100.4 F or higher), chills, repeated shaking with chills, muscle pain, headache, sore throat, or new loss of taste or smell?
4. Have you come into close contact (within 6 feet) with someone who has a laboratory-confirmed COVID-19 diagnosis in the past 14 days?

Anyone who answers yes to any of the above questions will not be allowed entry for 72 hours

Healthy Preschoolers: Preschool students should only attend school if healthy. Any signs of coughs, colds, flu, fever, vomiting, eye discharge or pink eye, nasal discharge, loss of sense of taste or smell, body aches, etc are indicators that students should remain at home. Parents will be called to pick up students who exhibit any of these symptoms while at school. A student should be free of any symptoms for a minimum of 24 hours after being ill before returning to school. Please be mindful if you are carpooling. Parents, we encourage you to take your child's temperature prior to placing him or her in a car to avoid exposing other classmates in the carpool to illness. Carpools will be asked to return all the students home should anyone in the carpool have a temperature above 100.4 degrees. Our goal is to stay healthy. We must be vigilant. Thank you for your assistance and understanding in this important matter.

Face Covering: Students, faculty and staff will be required to wear clean face coverings upon entering and exiting the Tanner Dance facility. Tanner Dance students and faculty will be required to wear face coverings in the studios when social distancing of six feet is not possible. Students will be asked to arrive with their own clean face covers. Preschoolers will be wearing a mask while walking through the lobby, hallway areas, and classrooms. Please label your student's mask with his or her name. We recognize that these young children will only be able to accommodate small portions of time with masks throughout the day. We shall adapt as needed by classes taking mask breaks outside at different times throughout the morning as weather allows. Snack and/or portions of instruction may be held outside to assist in mask breaks.

Enhanced Studio and Building Cleaning Procedures: All studios will be frequently disinfected including door handles, railings, bathrooms, and barres with full floor cleanings daily. Throughout the day, the class schedule will include time between classes for the studios to be disinfected. Tanner Dance will use disinfectants/sanitizers effective against COVID-19 (approved list at [EPA.gov](https://www.epa.gov)). We will use disposable cleaning supplies, with reusable supplies laundered daily. To minimize the exposure of preschoolers to multiple studio spaces in a given day, each Fine Arts Preschool class will be assigned a studio for their dance, music, and creative writing classes. FAP students will use the art room one class at a time, with cleanings in-between classes.

Mandatory Student Sanitary Measures: In addition to sanitizing at the building entrance, Tanner Dance will supply hand sanitization at each studio entry and ask students to use hand sanitization prior to entering and departing the studios periodically throughout the preschool morning. Preschoolers will also wash hands prior to eating snack, and after using the toilet. Each day of preschool, students will need to arrive in clean dance attire/clothes, and carry a change of emergency clothes in their backpacks.

Facility Movement: All studio programs and class times will be staggered so that there will be time and space for social distancing on the stairs and in the hallways. Monitors at the doors will regulate movement on the stairs and in the hallways. The Fine Arts

Preschool will use the west stairwell both up and down to get to classes above level 1. Elevator use will be limited due to its small space and lack of ability to social distance.

Fine Arts Preschool will have staggered student drop off and pick up times on the west driveway.

Limit to class and group sizes to comply with safeguards: The Fine Arts Preschool will limit the number of students for group activities. Daily classes, snack, choosing time will take place in the assigned classroom. Designated event days will be limited to student only participation at the studio with the ability to have parents observe some events on-line via Zoom.

Curriculum Modification: Faculty may modify instruction to meet the required safeguards i.e.) dance movement sequences, hands on-musical instruments, dress-ups, etc.

Equipment Modification: The Fine Arts Preschool faculty will be mindful of the use of common props, tools, and preschool equipment in all classes (dance, music, creative writing, drama, literature, and art), and teaching aids within the studios in order to avoid possible cross-exposure. If in the event equipment is to be used it will be sterilized thoroughly after use.

Visual Art: Each preschooler will be assigned his or her own art tote that will contain basic art supplies to minimize cross-exposure of materials. Supplies that are used outside of the art tote will be sanitized after each use.

Snacks: Fine Arts Preschool classes will eat their daily snack in the classroom which they are assigned, and/or outside if the weather permits. Students will bring a simple snack from home that is easy to eat without the assistance of an adult. Examples might be: string cheese already opened, cut, and placed in easy to open container and/or baggie. Granola bar, fruit, veggies, or crackers opened and ready to eat in a container. Please remove snack items from any packaging/wrappers before coming to school for easy student access. Please label student's name on snack to help identify which snack bag belongs to which student. Note that this is a simple snack that students eat mid-morning to sustain them until pick up. It is not lunch. To minimize the use of drinking fountains, we encourage students to bring a water bottle from home that is labeled with student's name on the outside vs the bottom of the bottle. Water will only be allowed in the studios during class and during snack. No juice, Gatorades, or sodas will be allowed.

Online Parent Observations: Under normal circumstances and consistent with Tanner Dance and Fine Arts Preschool programs, parents have an opportunity to observe, volunteer, and participate with their student several times throughout the fall session. However, there will be limited parent observations for the fall 2020 due to COVID-19. Therefore, the FAP program will be conducting some of these opportunities online for the safety of our students and for our parent/grandparent guests. More details TBA.

August Online FAP Parent Orientation: To be conscientious of social distancing and group gatherings, the FAP parent orientation will be conducted via Zoom in August. The orientation will review the enhanced guidelines and protocols, while reviewing the curriculum of the program.

August Online FAP Student and Teacher Introduction: The Fine Arts Preschool faculty want to ensure your child is familiar and comfortable as they embark upon their preschool experience with us. We have set up an additional opportunity to acquaint the students and parents with the Fine Arts Preschool teachers through e "minglers." We hope you can join us online prior to the in-person orientations we have scheduled in August, providing multiple opportunities for relationship-building between your child and the teaching faculty. This will assist in showing both children and teachers what we look like both with masks on and masks off, working in tandem between teachers and parents to reassure our young students that FAP will continue to be a positive, fun-filled, safe place to learn. This on-line introduction will also help to bridge the in-person masked orientation, intended to reduce anxiety and concern for our students during this unprecedented time. Dates and times for these minglers will be emailed in mid-august. FAP will also introduce Flipgrid, an on-line platform teaching tool, to enhance the ability of connection using fully uncovered faces, social distancing, and to also help to recognize participants and staff prior to starting classes. This platform allows participants to send short video segments to introduce oneself, see classmates' videos, share ideas, thoughts, artwork, dances, creative writing, etc.

FAP is approaching a variety of methods and orientation steps in a fun and inviting manner to better assist you and your child to feel comfortable as we embark upon this preschool year.

August FAP In-person Student Orientation: Students and parents will be invited to attend an in-person, small-group student orientation to get better acquainted with the teachers, daily procedures, acclimated to the building, participate in safety protocols, and the morning logistics of each day. The orientation will include a review of guidelines and protocols as well as curriculum requirements of the program. Attendees will arrive one class at a time with blocks of time in-between the first group exiting and the next class/group arriving for building sanitizing. All participants will wear masks for this orientation inside the building. Detailed times/days will be mailed out in mid-August. Parents, please attend with your student and without additional children. Thank you

Parent/Teacher Conferences On-line: FAP will be scheduling on-line parent teacher conferences in October to minimize the foot traffic at the Studio, and to uphold social distancing. More details will arrive as we get closer to October.

Clothing: Students will be expected to arrive at the Tanner Dance Building with clothing attire that prepares them for the whole day. Children will not be changing clothing, unless there is an emergency situation that dry clothing is needed (to which we will use the emergency change of clothing in your child's backpack). Use of restrooms will be

monitored by Tanner Dance staff in order to assist preschoolers, maintain social-distancing, and sanitize after use.

Backpacks: All personal items must be kept to a minimum and stored inside the student's backpack. Storage areas for backpacks and snack bags will be assigned for each class.

Alternative Scenario: Should there be a COVID surge that warrants the University campus to close, the Fine Arts Preschool's plan will replicate what we did during the spring (and what we are doing now as we teach classes this summer). Preschool would return to on-line classes.

The Fine Arts Preschool's plan to continue classes on campus is subject to change if local or University authorities deem it necessary. Tanner Dance and the Fine Arts Preschool are committed to communicate promptly if these changes occur, and will offer alternative modes of education. Our Tanner Dance office will present the options to parents at that time for parents to best decide what works for their family.

Fine Arts Preschool Calendar Dates: The Fine Arts Preschool program will follow our fall calendar as it is listed on our brochure. Some schools/programs have modified their school calendar. The Fine Arts Preschool will maintain the calendar dates as listed.

As per our FAP calendar:

- FAP first day of classes the week of September 8th, 2020
- No FAP classes Oct-15-18, 2020 for FAP fall break
- No FAP classes Nov 25-29 for Thanksgiving break.
- FAP and Tanner Dance programs will finish classes at the studio through the week of December 5, 2020.
- Classes anticipate resuming at the studio the week of January 4, 2021.

Tanner Dance Scholarships: The [Tanner Dance Scholarship campaign](#) kicked off earlier this month. We are currently offering scholarships for students of all ages enrolled in any of Tanner Dance's programs. We generally follow the guidelines put in place by the [National School Lunch Program](#). Due to the economic impact of the COVID-19 pandemic has had in our community, we have relaxed our requirements to offer scholarships to anyone who may need it. Please read details in each form [on this website](#). We encourage everyone who believes may qualify to apply before the deadline of **July 15th**, no later than **5:00 p.m.** We do not offer full scholarships, but based on need we support up to 50% of tuition for the Fine Arts Preschool program. You can pay your balance in monthly installments or a lump sum if you qualify for a scholarship. Tanner Dance offers a limited number of scholarships each year based on the funding we are able to raise. Application does not guarantee a scholarship will be awarded.

Fine Art Preschool tuition: As outlined in all previous communication, the Fine Arts Preschool program has two installment plans, or payment in full (with a 5% discount). July 1st is the tuition due date for all plans (forms are due on this day as well).

Our office is open from 10am-3pm to answer calls, receive payments over the phone, forms via email or fax, and/or hard copies in person at the west circle driveway.

Phone: 801-581-7374

Fax: 801-581-4091

Email: tannerdance@utah.edu

Should you feel that you need to withdraw from the preschool once tuition deposit/installments have been made, below is the link from our preschool brochure as per our withdrawal policy: [Click here for full policy.](#)

If you decide to withdraw prior to us beginning any classes in September, you will receive a full refund as outlined in the brochure. Note: the \$50 application fee is non-refundable in all scenarios.

Scenario A: Should classes continue as planned, please refer to the document linked above for refund policy details.

Scenario B: Should there be a second wave of COVID-19 that requires the University to close campus and we need to shift classes to an on-line format we will communicate with our families promptly. The options will be laid out before families at that time for you to decide on whether to stay enrolled or withdraw, just as we did last spring.

When we closed campus this past spring, the Fine Arts Preschool pulled out all the stops to find new, fun, and innovative ways to learn while on-line. We had a blast. Our experience was a tremendous success. Since an on-line classroom could be a first for many families, we are happy to put you in touch with our preschool parents from last spring who joined us on Zoom for them to share with you their experience, and for you to gain a fuller perspective. More information would unfold regarding Plan B should we need to cross that bridge.

Families who decide to withdraw from the program and not continue with an on-line classroom would get a prorated refund for the time a student does not attend minus a \$35 administrative withdrawal fee, no 30-day notice required in this scenario). Families who are on installment plans would have their installment plans canceled and would be refunded any prorated amount owed (minus the \$35 withdrawal fee).

Please note that there is no proration for missed classes while a student is enrolled in either scenario. Prorated refunds are calculated starting on the date that families have provided notice of withdrawal.

Re-Enroll: Families who prefer not to go to an on-line classroom with Plan B, would withdraw from the program. If the University were to re-open campus in the spring, and

Tanner Dance was able to return, families could then decide to re-enroll their student. Families who withdrew during the 2020-2021 preschool year would not have to re-apply, nor pay another \$50 application fee. Once re-enrolled, tuition would then be prorated from the date of student returning to class through the end of the preschool year.

We know that the future is uncertain, and lots of questions are on the forefront of everyone's mind. The world is dealing with many layers right now. For over 70 years Tanner Dance has been a safe haven and a welcoming place to all of our community. The studio is an enchanting place to learn and discover about our world around us through the fine arts. Now more than ever is the time that we need to instill hope, love, joy, kindness, and wonderment in our youth. Planting these seeds now will give our world the beauty that it needs to heal and survive. Thank you for sharing this opportunity with your child. What a gift they will receive. Again, please know that we are committed to all of you and our community. We are here to support you. We look forward to meeting you and your little one. We are thrilled and excited!

We will be in close communication as we move into the end of summer to prepare for our rendezvous in the fall.

Sincerely,

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