

14 July 2020

### **Safe Management Measures: Protecting Your Well-Being**

As Singapore enters Phase 2 of reopening its economy, Gateway Arts will re-open progressively, with *Little Hoppers* resuming on 25 July 2020 and *Gateway Stage Kids* on 1 August 2020. The other children programmes such as *Gateway Kids Club* will remain closed until further notice.

Safe management measures will continue to be implemented in Gateway Theatre's premise, including visitor restriction, health checks, and the use of SafeEntry to record details of your visit. We would also like to assure parents that we have taken every necessary safety measure in accordance with the requirements from the Ministry Of Education (MOE).

Read on for details of the Safe Management Measures that will help ensure the safety of our students during their visit to Gateway Theatre.

#### 1. Visitor Restriction

- 1.1 Students and/or parents will not be permitted to enter Gateway Theatre\* if he/she/they:
  - have been given Leave of Absence (LOA) or Approved Absence (AA) by their schools,
  - are serving a Quarantine Order (QO) or Stay-Home Notice (SHN), or
  - have travelled overseas within the last 14 days.
- 1.2 All parents are required to register their child for the respective programmes [here](#) prior to visiting Gateway Theatre. The safety of our students remains our top priority and we request that parents and children visit Gateway Theatre only after receiving a registration confirmation.
- 1.3 Each student is encouraged to be accompanied by only one parent into Gateway Theatre's premises.
- 1.4 Parents will be assigned designated wait zones while waiting for the child's class to end. Kindly do not loiter within Gateway Theatre to minimise any risk of cross-transmission, in the event of a confirmed COVID-19 case in Gateway Theatre.

\*Credits from the missed class(es) will be brought forward to the next Module. There are no make-up classes.

## 2. Health Checks & SafeEntry

- 2.1 On arrival, an administrator from Gateway Arts will conduct temperature screening and health checks for all students.
- 2.2 Students who are unwell or show visible symptoms will be sent home, and not allowed to attend class.\*
- 2.3 Students with adult household members who are unwell (with fever and/ or flu-like symptoms such as cough, runny nose, sore throat, shortness of breath) are encouraged to stay home. Parents are required to inform the administrator through WhatsApp (8148 9813) if their child is unable to attend class.\*
- 2.4 Students are encouraged to arrive 15 minutes prior to class time to complete the health checks and SafeEntry procedures.
- 2.5 During class, students who report feeling unwell will be immediately isolated in the sick bay, and their parents will be notified to bring them home.

\*Credits from the missed class(es) will be brought forward to the next Module. There are no make-up classes.

## 3. Travel Plans & Declarations

- 3.1 Parents are required to inform Gateway Arts' administrator at [hello@gateway.sg](mailto:hello@gateway.sg) or WhatsApp (8148 9813) of the following:
  - Intended/ updated travel plans to other countries;
  - When a student is issued with a Quarantine Order (QO), Stay-Home Notice (SHN), Leave of Absence (LOA), or Approved Absence (AA); or
  - When a student is staying with a household member who is issued with a QO or SHN.

## 4. Safe Distancing for Gateway Stage Kids

- 4.1 Students will maintain safe distancing of 1m at all times, with no physical interaction between students. Appropriate floor demarcations will be in place.
- 4.2 Students and trainers are required to wear face shields.
- 4.3 Trainers will remain in front of the class as much as is practicable.
- 4.4 Each class will be capped at a maximum of 10 students.

## 5. Safe Distancing for Little Hoppers

- 5.1 Students will maintain safe distancing of 2m at all times, with no physical interaction between students. Appropriate floor demarcations will be in place.
- 5.2 Students and trainers are required to wear a face mask or face shield except when performing strenuous activities.
- 5.3 Trainers will remain in front of the class as much as is practicable.
- 5.4 Each class will be capped at a maximum of 10 students.

## 6. Practicing Good Personal Hygiene

- 6.1 All staff and students are reminded to practice good personal hygiene such as frequently washing or sanitising their hands and refraining from touching their faces.

## 7. Step up Cleaning of Classrooms and Equipment

- 7.1 All surfaces in classrooms (tables, chairs, floors, door knobs etc.) will be thoroughly disinfected between classes.
- 7.2 Shared equipment (stationery, dance mats, etc.) will be thoroughly cleaned and/or disinfected before being handled or used by others.
- 7.3 Classrooms will be ventilated between classes.

If you have any questions, please feel free to email us at [hello@gateway.sg](mailto:hello@gateway.sg).