



During this uncertain time, we want to take a moment to share with you that we are committed to providing a healthy clean space for you. Your health and well-being are our highest priorities as we consider all of you to be a part of the Arthur Murray Gaithersburg family.

We are closely monitoring and following the advice of the [Maryland Department of Health](#), as well as the [Centers for Disease Control \(CDC\)](#). Their current best advice for our area is to:

- Wash your hands often for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
- Avoid touching your eyes, nose, and mouth.
- Stay home if you are not feeling well.
- Avoid close contact with people who are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.

We have also briefed our staff about staying home if they feel unwell at all; there is no reason for anyone to be in the studio whose health is compromised in any way.

Prevention is key, and everyone plays a part. That being said, we ask that you do the following:

- If you are not feeling well, please stay at home.
- Please arrive a few minutes early to use the bathrooms - located in the hallway outside our suite - to wash your hands **before your lesson, group, or party**.
- Wash your hands **after** your lessons, groups and parties, as well.
- If you have respiratory symptoms (coughing, sneezing, nasal congestion) please proactively reschedule your lessons to a time when those symptoms are fully resolved. *If people arrive with respiratory symptoms, we may ask you to reschedule.*

At this time of heightened concern, it is important that every member of our community is able to enjoy their lessons in a safe and healthy environment. So, in addition to the Deer Park Office Centre being professionally cleaned multiple times a week, and our standard practice of having hand sanitizer and tissues available at the front desk and in both ballrooms, we have implemented the additional measure of disinfecting the following multiple times a day:

- All door handles - including studio entry doors
- Restrooms - faucet handles, paper towel dispenser, keys
- Kitchen - counters, refrigerator, microwave
- Front Desk - countertops, phones, keyboards
- Water cooler - hot and cold handles
- Ballrooms - Main tables, cocktail tables, railings, window sills, keyboards, music board

We value each and every one of you in our community and we want to be here for you as a source of joy and sanctuary in these concerning times. We are committed to doing everything we can to keep the studio safe and clean and we thank each of you for doing your part as well.

If for some reason, you desire to postpone your personal lesson use, we would be happy to extend the expiration date of your program for a reasonable amount of time. Should you have any questions, please do not hesitate to bring them to studio management. We are happy to discuss any concerns with you.



## UPDATE

March 12, 2020

The health and safety of our students and staff is paramount. In light of the recommendations for more physical distancing measures to control the spread of COVID-19 and out of an abundance of caution for our AMGB community, **we are cancelling the Thursday night parties until April 1<sup>st</sup>**, as are the other area Arthur Murray Studios. We regret the short notice. We continue to monitor expert recommendations to determine best workplace practices in the studio. *We are also cancelling both Open Houses in March. Please do let your guests know.*

We are committed to ensuring a fun, safe, and healthy experience for all members of our community. We have instituted a variety of measures within the studio – please see attached – to insure that we conduct individual and group classes as safely as possible. That said, we are still teaching individual lessons and group classes.

As this is an evolving situation, we will be sending updates weekly, if not more frequently. Updates will be posted on our Facebook page, sent via email, and on our website.

We will be communicating as often as anything changes, but please feel free to ask any questions that come up for you at any point. You may not be the only one that has the question or it may be something we haven't thought of to address yet.

In times of uncertainty, we reach out to our communities for support and camaraderie. To paraphrase a quote by Matsona Dhliwayo, "Distance between people is inconsequential when souls are united." Even at a distance, we are connected. We are Arthur Murray Gaithersburg.

