

CIRCUS JUVENTAS
SAFETY POLICIES and PROCEDURES
Academic Year 2020-2021

All students must familiarize themselves with these Safety Policies and Procedures. All students, and parent/guardian if student is under 18, must sign the Safety Policies before the first day of class for the current session, attesting to the fact that they have read these policies and procedures and that they agree to abide by them at all times. Students who break these policies and procedures will be suspended and will not be allowed to take further classes at Circus Juventas (CJ) until a parent/staff/student conference has been attended. Your cooperation in helping to make CJ a safe environment for the practice of circus arts is appreciated by the Board of Directors, administration and fellow students.

The goal of our school is defined in our guiding principles and values as an amateur organization that assists young people to develop circus arts and life skills in a supportive environment. The school's first responsibility is to the safety of the participants. Because the activities are inherently hazardous, it is necessary that all students understand and follow these Policies & Procedures. If you have an idea or concern to address which could enhance safety, please approach our staff or office with your suggestion. Any major concerns should be brought to the attention of the Directors as soon as possible.

Temporary COVID-related updates to these policies and procedures are noted with an asterisk () throughout the document.*

USE OF FACILITIES

Classes: Students should come **10 minutes before normal class time** for warm-up and to help set-up equipment. Inherent in learning the circus arts is the responsibility and safety aspects of the equipment and, together as a team, to be prepared for your act. All students must have signed a Policies and Procedures Compliance Statement, and Release of Liability/Waiver. All students must have a current Emergency Contact and Emergency Medical Information Form on file. *Students can arrive no earlier than 10 minutes prior to class time. Students will undergo a temp check and health survey prior to entering the building.

Individual use: The School prohibits practice alone without the authorization of an instructor.

Student responsibilities:

1. The student is responsible for understanding all information, which is specific to the student's activities.
2. Emergency and Medical Information must be current.
3. Safety instructions by coaches and staff members must be followed at all times:
 - Do not interfere with other activities in the facility. Be aware of other activities.
 - Never walk under a net.
 - Never walk under a trapeze when someone is using it.
 - Any injury must be reported to the office.
 - No eating in the training areas of the arena. Weather permitting, we highly recommend that any student who would like to eat between classes do so outside.

- Clothes, gym bags, personal articles should be in locker or locker room or in the cubbies supplied in the front lobby. *Locker rooms are currently closed. All items must be stored in the front lobby cubbies.
- Put trash in trash bins. Failure to clean up your mess may result in mandatory cleanup duty.
- Guests and children should observe from designated security viewing areas only, when said areas are open. *Our parent viewing area is currently closed and parents are not allowed in the building.
- Smoking is prohibited inside facility or on the grounds.
- In accordance with federal laws applied to federal grant recipients, CJ is a drug-free environment.

BASIC SAFETY

Common sense: Due to the variety and unpredictability of hazardous situations that could arise, preparedness, awareness and common sense are critical to safety. If you observe a situation or equipment problem that you think may be unsafe, report it to an instructor or office staff immediately.

Be mentally prepared: Do not try a movement you do not feel prepared to try. Anticipate problems. Ask questions. Be responsible for yourself.

Be physically prepared: Have adequate rest and nutrition. It is critical to warm up and stretch before class. Wear appropriate clothing and footwear. Be aware that a certain illness may affect your abilities, and students who are not feeling well should stay home. *All illness-related absences must be reported to absences@circusjuventas.org or 612-699-8229. A symptom survey will be administered, and appropriate steps for returning to the building and/or quarantining will be determined at that point.

Medications and drugs: Many prescription and non-prescription drugs can affect judgement and coordination. Be familiar with the package insert for any medication you are taking. Be alert to any side effects. Use of alcohol, tobacco, e-cigarettes, vaporizers or any illegal drug by a participant will be cause for dismissal. Suspected use of illegal drugs or alcohol will result in suspension of any CJ activities for that day. Our **Zero Tolerance** for drug use is for the safety of all performers.

Physical or Verbal Bullying: Circus Juventas does not tolerate bullying in classes or on the premises. If a student is reported three times for abusive behavior toward another student, he/she will be removed from classes and barred from participating.

Know your equipment: Equipment shall be inspected before any workout. If something appears worn or broken or in any way unsafe, report it to the staff, and do not use it until it has been investigated.

Always use passive safety equipment: Appropriate place mats, crash pads or a net, as specified for your activity.

Active spotting: Hand spotting by a CJ instructor or safety lines held by a CJ instructor will be used, depending on the student's skill level, on acts as needed. *Coach spotting will be limited due to distancing guidelines, but CJ instructors will step in for hands-on spotting when required for the student's physical safety.

Safety belts: Know how to properly apply a safety belt. Students must have coach present when putting on safety belt.

Shoe equipment: Students must wear proper footwear at all times. Check with individual act instructor.

PASSIVE SAFETY EQUIPMENT

Passive safety equipment consists of runners, mats, crash pads, and nets, and must always be used. Passive equipment may decrease the severity of accidents, but may not prevent injury. They are to be in place in case active spotting fails or is not being used. Proper set-up position and thickness must be used. Equipment must not be modified or used in a way that compromises its effectiveness.

Active spotting: In addition to hand spotting, there are active spotting systems of belts, carabiners, pulleys and spotting lines. When safety lines are required, a CJ instructor must hold them.

Safety belts: The belt must fit snugly, unable to slide down over the pelvis, or up to the chest. It is your responsibility to make sure your belt is checked by your instructor, and should only be put on in the presence of your instructor. Only approved belts may be used.

Carabiners: Several types of locking carabiners are used to secure safety lines. Make sure that you understand how to lock the carabiners you are using. Always double-check the gate to make sure it is securely locked. If a carabiner seems to be stuck or difficult to move, notify the instructor. Instructors are always expected to check the equipment before a student uses it.

Injuries and Emergencies: In an emergency, 911 will be called immediately. There is a phone at the Front Desk that can be used. Although CJ instructors are trained in emergency first aid and CPR, the school does not maintain emergency medical equipment and does not have emergency response personnel.

Any injury that results in a participant leaving a class, or receiving treatment by a physician must be reported to the office as soon possible.

Insurance Coverage: CJ maintains general liability insurance. In the event of an accident, this coverage may extend to some planned off-site events under the direct supervision of a CJ instructor. This insurance is not intended to substitute for a participants' own insurance. Before participating in this or any activity, the participant should carefully consider their need for and adequacy of hospitalization insurance covering medical expenses, rehabilitation, long term care and loss of income.

Again, it is the student's or parent's responsibility to update the emergency contact and health information in the office.