

# IDTA

## General information issued during the pandemic between March 2020 and July 2021 – for reference only

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This information was provided during the pandemic and may be of assistance to members. Last updated July 2021. For reference only.

### Online Teaching

Many members have been teaching online throughout the pandemic and may decide to incorporate this option into their school timetable when they reopen.

Below is a list we have compiled of online teaching tools that are available. We will add to this list as more suggestions become available.

If you wish to talk to other dance teachers about their experiences using any of the below, please join our IDTA Dance Teachers Network on

Facebook: <https://www.facebook.com/groups/IDTADanceTeacherNetwork/>

Skype: <https://www.skype.com/en/>

YouTube: <https://www.youtube.com>

Zoom: <https://zoom.us/> (You can use free for sessions of 40 minutes or less)

We've compiled a list of common questions about using the Zoom platform. You can download the PDF here. We will be updating this document as more questions are asked.

Facebook Live: <https://www.facebook.com>

EMD UK Instructor Platform: <https://emduk.org/virtual-instructor-platform/> (Free for everyone, not just EMD members, the ONLY charge is a small percentage which is deducted at source from participants payments, through Stripe, and the instructor receives the class charge minus the deduction direct into their bank account)

**IDTA Live Q&A Session-** Moving Dance Online

### Safety Announcements

Be sure when using online teaching tools that your insurance company covers the use of these services and that before each session you give a clear safety announcement about the risks of practicing at home.

- Streamed classes are subject to the same safeguarding rules in place for all events and classes.
- Members must ensure that an adequate health and safety warning is issued to all participants either verbally at the start of the class, or preferably by email to those joining. As an example we would expect a member to advise participants to ensure that they;
  - (i) *have enough room to participate in the activity without there being any obvious risk of injury to themselves, to others, or risk of any damage to surrounding property*
  - (ii) *ensure that the flooring in the room is safe for the activity to be undertaken*
  - (ii) *ensure that where appropriate and especially in respect of activities for children, participants have a suitable parent/guardian present, or as a minimum, have their consent to participate at home.*

## Safeguarding Online Teaching

### **NSPCC Remote Teaching advice:**

<https://learning.nspcc.org.uk/news/2020/march/undertaking-remote-teaching-safely>

**Dance School Safeguarding Service guidelines:** [Click here to download PDF](#)

**IDTA Live Q&A Session** - Moving Dance Online

### **Zoom Security Considerations**

Many of our members have turned to the online meeting program Zoom to continue to deliver their classes over the internet. We've compiled a list of useful security information if you decide to use this platform for your continued teaching: [Click here to download the Zoom Security PDF](#)

### **IDTA website Safeguarding page:**

<https://www.idta.co.uk/members-hub/running-a-dance-school/safeguarding/>

## Music Licencing Online

One of the questions we seen asked a lot is in regards to the performance of licensed music via online services. PRS have confirmed the following information in this regard:

### **Licences already paid for:**

The fee paid is based on the number of classes that an instructor gives in a year. Instructors need to keep a record of how many classes are cancelled and notify us at licence renewal. We will then give credit for these against next year's fees.

### **Streaming classes:**

Unfortunately PPL does not have the mandate to licence the streaming of music as an accompaniment to classes. These rights are retained by the record companies. If instructors wish to do this I would suggest that they use cover versions, where they will need to take out a PRS licence, or royalty free music as a short term alternative.

### Also:

PRS/PPL can provide a Limited Online Music Licence (LOML) for anyone who is sharing videos or making broadcasts directly from their own website.

If you are streaming content via Facebook, YouTube, Instagram or any other similar social media platform, these services already have their own licensing agreements in place to cover you for using licensed music.

### ProDub licence:

Required when transferring music from CDs to laptops or moving tracks bought from online stores onto laptops or similar to use in classes. Tracks purchased from online stores such as iTunes are only licensed for domestic/personal use so the ProDub is need to use those tracks in a commercial setting. For more information go to [www.prsformusic.com](http://www.prsformusic.com) or see link below

[https://www.prsformusic.com/help/help-with-licences/dj-mixes-produb?fbclid=IwAR0sEM4CrtrtQflb8N0YE8DhlGGlBauroQOF1MNrbNrMAtdMHkP\\_eL4mes4](https://www.prsformusic.com/help/help-with-licences/dj-mixes-produb?fbclid=IwAR0sEM4CrtrtQflb8N0YE8DhlGGlBauroQOF1MNrbNrMAtdMHkP_eL4mes4)

## Insurance

Gallagher Insurance have provided answers to some common questions about insurance during and after the Covid-19 pandemic:

### Q1. Do I need a Covid-19 Compliant Certificate in order to obtain insurance?

**Reply:** Regarding the recent discussions between members relating to the need to obtain a COVID-19 compliant certificate, our stance would be that although it is always advisable for teachers to be prepared and take reasonable precautions to protect themselves and their students, there is no such requirement from the insurer. We would expect Government guidelines to be adhered to and Government advice followed by implementing measures such as carrying out a COVID-19 risk assessment, developing cleaning, hand washing and hygiene procedures and managing transmission risk. That being said, although there is no obligation to complete a course if individuals feel this would benefit them in preparing for their 'new' normal we would fully support that.

### Q2. Does the extended coverage of digital/online PL only provide cover for a teacher's already registered students? Is the digital/online cover an ongoing benefit or is it temporary? There is a feeling that a mixture of online and face-to-face classes will be the new normal.

**Reply:** To provide some clarity over recent queries I can confirm that we understand this unprecedented set of circumstances has completely changed how teachers can operate.

The online streaming of classes is something that we are happy to continue to cover on a permanent basis to allow teachers to have that extra flexibility in how they deliver classes.

With regards to new students, first of all I am happy to hear that teachers/members are taking on new students during this time - this is fantastic to hear! We would not have a problem with this but would just like teachers/members to continue with the original

criteria surrounding safeguarding, health and safety (full criteria around online classes is below for your reference)

The dedicated Dance Team here at Gallagher have collaborated with the insurers to bring an extra level of cover to members which we can confirm as follows:

We will agree to provide liability cover for any dance teacher streaming a dance class if they are teaching any of the following activities;

- Dance to Your Own Tune Ballet
- Boys Ballet
- Creative & Contemporary
- West End jazz
- Body Conditioning
- Theatre Dance - Cecchetti Classical Ballet, Classical Greek, Imperial Classical Ballet, Modern Theatre, National, Classical Indian - Bharatanatyam, Classical Indian - Kathak, Tap.
- Dance Sport - Classical Sequence, Disco/Freestyle, Latin American, Modern Ballroom
- Tap, Modern, Ballet, National, Lyrical Modern Jazz, Musical Theatre, Dance Exercise, Theatre Craft
- Speech & Drama
- Greek
- Performing Arts
- Freestyle Rock n Roll Line Dancing Belly Dancing (over 16 only), Street Dance
- Argentine Tango
- Rumba, Samba, Jive, Cha Cha Cha, Paso Doble
- Salsa,
- Sequence
- Waltz, Foxtrot, Quickstep, Tango, Viennese Waltz

Cover for Public Liability will extend to the limit shown on their policy schedule to a maximum indemnity of £5,000,000.

There are requirements that the member must meet for their cover to be extended. These are;

- Streamed classes are subject to the same safeguarding rules in place for all events and classes.
- Members must ensure that an adequate health and safety warning is issued to all participants either verbally at the start of the class, or preferably by email to those joining. As an example we would expect a member to advise participants to ensure that they;
  - (i) have enough room to participate in the activity without there being any obvious risk of injury to themselves, to others, or risk of any damage to surrounding property
  - (ii) ensure that the flooring in the room is safe for the activity to be undertaken
  - (iii) ensure that where appropriate and especially in respect of activities for children, participants have a suitable parent/guardian present, or as a minimum, have their consent to participate at home.

Acrobatics and Gymnastics are not automatically covered under the Dance Scheme, however we encourage members/clients to contact us regarding these activities and we can look to cover for a small additional premium (this is due to the greater risk involved compared to a standard dance class).

If a member is looking to teach an activity not listed here, we would recommend a phone call to us to discuss their options. Currently only those activities listed are included, but we believe it includes the vast majority of activities taught by members and is in-line with the enquiries we have received so far

## Insurance – dance outdoors

Update from Gallagher Insurance received 9<sup>th</sup> July 2020.

Many dance teachers have asked about the option of conducting ‘outdoor classes’. The dedicated Dance Team at Gallagher have partnered with insurers to offer a new policy enhancement available exclusively to members which we can confirm as follows:

We will agree to provide liability cover for any dance teacher instructing an outdoor class if they are teaching any of the following activities;

- Dance to Your Own Tune Ballet
- Boys Ballet
- Creative & Contemporary
- West End jazz
- Body Conditioning
- Theatre Dance - Cecchetti Classical Ballet, Classical Greek, Imperial Classical Ballet, Modern Theatre, National, Classical Indian - Bharatanatyam, Classical Indian - Kathak, Tap.
- Dance Sport - Classical Sequence, Disco/Freestyle, Latin American, Modern Ballroom, Street Dance
- Tap, Ballet, National, Modern Jazz, Theatre Craft, Musical Theatre
- Lyrical, Speech & Drama, Greek, Performing Arts
- Argentine Tango, Belly Dancing (over 16 only), Cha Cha Cha, Dance Exercise, Foxtrot, Jive, Line Dancing, Paso Doble, Quickstep, Rock n Roll, Rumba, Salsa, Samba, Tango, Viennese Waltz, Waltz

Cover for Public Liability will extend to the limit shown on the policy schedule.

Please refer to the Reasonable Precautions Condition on page 62 of the [attached policy wording \(see below\)](#).

For cover to be extended, the following requirements must be met;

- Outdoor classes are subject to the same safeguarding rules in place for all events and classes.
- The latest Government Guidance must be adhered to at all times, including, but not limited to guidelines in respect of social distancing.
- Reasonable precautions condition - Insured must take reasonable steps to prevent or protect against injury, loss or damage.
- Members must comply with all regulations imposed by any competent authority and that an adequate health and safety briefing is given to all participants at the start of each class.

- Full Risk Assessments must be in place and appropriate instructions/ guidance provided to all students (or parents/ carers where children are in attendance).
- Before teaching begins we would expect the policyholder to reasonably consider the following - *this list is not exhaustive and each case must be looked at on its own merit.*
  - (i) the area and surroundings, where instruction will take place is deemed suitable without there being any obvious risk of injury to themselves, to others, or risk of any damage to surrounding property
  - (ii) ensure that the flooring/ground is safe for the activity to be undertaken and that pupils are wearing appropriate footwear.
  - (iii) the use of any equipment is to be suitably considered beforehand and to be used in line with the manufacturers specification.
  - (iii) weather conditions on the day are to be considered and classes should only go ahead weather permitting.

If a policyholder is looking to teach an activity not listed here, we would recommend a phone call to us to discuss their options. Currently only those activities listed are included, but we believe it includes the vast majority of activities taught by members and is in-line with the enquiries we have received so far.

[DOWNLOAD: Dance Teaching Outdoors Policy Wording](#)