



Guidelines for our volunteers

As volunteers, our families and staff trust you to facilitate the best possible experience for our dancers. Safety and comfort for both you and our dancers is our top priority, we ask that you read over the following guidelines.

- 1. Bathroom visits:** Should a dancer indicate their need to use the restroom to you during class, please assist them as necessary to their guardian outside of the classroom. From there, it is the responsibility of the dancer's guardian to assist them in the restroom as needed. From the studio, please keep an eye out for the dancer to ensure we're watching for them to return.
- 2. Communicating with our families:** Our dancers' families are an integral part of our dancers' time in our class and are the experts on our dancers. Some families are eager to collaborate with our volunteers to share ideas and tips for best supporting the dancer in the class. We are very happy to have our families share ideas with our volunteers and we ask that anything shared is also shared with the teaching team, especially if a safety and/or health matter is presented. We are happy to have volunteers answer general questions around class structure, general themes about dancers' experiences, etc; however, we ask that you direct all inquiries or specific strategies that your parent/guardian requests to the teaching team. When in doubt, please defer to an NBS staff member.

3. **Cell Phone use:** We ask that our volunteers leave their cellphones in the volunteer Room on silent for the duration of the class(es) in which they are involved.
4. **Photography:** As volunteers, you are not permitted to take photographs or videos of the dancers and/or the dance classes.
5. **Physical cueing:** In general, we do not perform hand-over-hand support (ie. holding our dancers' bodies and moving them around to the music and/or in the movements the dance teacher is presenting) as this method can present the dancer in a passive object in the class rather than an active, autonomous participant in the class moving as they choose, please, and/or are able to. Our preferred method of assistance is modeling (i.e. demonstrating the movement yourself).

Special circumstance: If the OT, Parent/Guardian and Teacher feel the child would benefit from additional support, then some form of physical cueing may be utilized. For example, we may hold the same drumstick as our dancer and demonstrate hitting the drum together to provide the dancer with a more physical form of instruction. Then, the dancer may hold the drumsticks independently when they have a better understanding of the movement. Asking questions and listening/looking for answers are great ways to figure out what works best!

6. **Physical assistance:** Some of our dancers benefit from physical support when changing positions (e.g. sitting to standing) If your dancer utilizes physical assistance to move through the class, the Occupational Therapist will speak to you about how best to support them.
7. **Safety:** The safety of you and our dancers is our top priority. It is essential that you utilize verbal instructions first when attempting to stop unsafe behaviour and you remain a safe distance. If a dancer continues to engage in unsafe activities and is not listening to verbal instructions, Our teaching team will step in and support the dancer by removing them from the activity to a space where they can safely regulate their big

feelings. If you are unclear with what is unsafe behaviour, please speak to the teaching team.

8. For youth volunteers only (<18 years old):

- a. Beginning of class: We ask that our youth volunteers enter the studio with our group at the beginning of class and do not wait in the hall for their dance buddy.
 - i. Creative 1 classes: If your dance buddy has not arrived by the time we are filing into the studio, please join the class in the circle and keep an eye out for your buddy through the windows.
- b. End of class: After your volunteer duties have been completed, you are free to continue onto your next destination. As our team must prepare for the next class, we ask that you navigate yourself to your parent/guardian or transit route.