

# Online Delivery Fact Sheet

## Autumn Term

### What is East London Dance Offering?

We are BACK and are staying digital!! East London Dance are now offering **FREE online dance classes, activities and coaching sessions**. See below for what's on offer:

### Online Dance Classes

We may be at home, but that won't stop us dancing! Join our **free weekly online dance classes on Zoom** featuring a variety dance Artists and styles. You choose the music and dance styles, we bring the moves. Keep fit, be creative and dance together to feel the best you! Follow the steps below to sign up.

### Online Dance Class Timetable

Day	Time	Class	Ages	Level	Term Dates
Monday	4pm - 5pm	Boys Only	10-16 Years	All Levels	12 Oct - 14 Dec
Monday	5pm - 6pm	On The Move	9 - 13 Years	All Levels	12 Oct - 14 Dec
Tuesday	4pm - 6pm	On The Move - Guest Class & Q&A	10 - 16 Years	All Levels	13 Oct - 15 Dec
Wednesday	4pm - 5pm	On The Move	9 -13 Years	All Levels	14 Oct - 16 Dec
Wednesday	5pm - 6pm	On The Move	13-16 Years	All Levels	14 Oct - 16 Dec
Thursday	4pm - 5pm	On The Move Dance Company	9-16 Years	Intermediate	15 Oct - 17 Dec
Thursday	5pm - 6pm	ELYDC	13+ Years	Advanced	15 Oct - 17 Dec

### Online Coaching Sessions

Join Amanda, Laura and young people from your dance class at our **online coaching sessions**. These sessions are a great place to reconnect with your dance friends, build resilience, have fun and support each other.

### Support for Parents and Carers



Parents and carers we are here for you too! If you want to have a chat with another adult, or you have any concerns about your child we'd be happy to arrange a time to talk **text Amanda on 07732 492410 or email [hello@eastlondondance.org](mailto:hello@eastlondondance.org)** to schedule a call.

We are also linked to a range of organisations who can help provide advice and support on food banks, money, debt & housing advice, and mental health.

## What You Need To Do Next?

To get you set-up we need you to do the following;

### Step 1. Complete an Online Registration Form

Parents/carers will need to complete a digital registration form to sign you up to our new services. **[Follow this link to complete the registration form.](#)**

### Step 2. Download Apps

To take part you will need to download **Zoom** and **WhatsApp**. We will send you an easy to follow guide, once you sign up.

### Step 3. Save our mobile numbers

This is really important. To be able to receive details about classes via WhatsApp you will need to save both of our mobile numbers in your phone  
**07732 492408** (Laura) & **07732 492410** (Amanda)

Once you have completed the above steps we will send you the following;

What	When	How
<b>Welcome Email</b> to confirm the classes you have signed up for	After you have signed up	Via email
Zoom links and passwords to the <b>online dance classes</b>	Every week	Via email and WhatsApp
Zoom links and passwords to the <b>coaching sessions</b>	Every month	Via email and WhatsApp

### Step 4. Save the date



Don't miss out on your session! Once you are all set-up, we recommend that you save your session times in your diary. We will also send you a **reminder before each session** via WhatsApp. We will award you a **prize** at the end of term if you have attended 8 sessions.

## Frequently Asked Questions

### Do I have to pay for classes?

No, everything we offer is free of charge.

### I don't have Wifi, Internet or Data

We are calling everyone to assess your needs. We understand that our online classes rely on having either WiFi, an internet connection or Mobile Data (4G). We aim to be as flexible and responsive as we can. If you don't have internet/WiFi please tell our team when they call, OR get in touch via email at [hello@eastlondondance.org](mailto:hello@eastlondondance.org) or text Amanda on **07732 492410**

### I don't have a Tablet, Laptop, Smartphone or Computer

We realise that not everyone has a computer, laptop, smartphone or tablet. If this is the case please get in touch with us via email [hello@eastlondondance.org](mailto:hello@eastlondondance.org) or text **Amanda on 07732 492410**. We can't promise anything yet, but we are working with partners to see how we can help.

### I am having trouble setting up Zoom or WhatsApp

If you are struggling to set these apps up or have questions, we are happy to offer support over the phone. Email us on [hello@eastlondondance.org](mailto:hello@eastlondondance.org) or text **Laura on 07732 492408** to arrange a call.

### How can I win prizes?

This term we are introducing a new prize point system. Collect as many points as you can to receive a prize at the end of term! You can earn points by attending classes and completing evaluation surveys. Special points will also be given out in class too!

### What is East London Dance doing to prevent potential risks?

East London Dance is committed to creating safe spaces for our young people. We have risk assessed all of our activities and talked to lots of youth organisations to share best practices about working online. We have put the following things in place to help prevent risks;

- All young people under the age of 18 will require signed parental permission to take part in activities via our online registration form.
- At the beginning of every class our teachers explain how to make your space safe for dance and top tips.
- There will be a minimum of 2 ELD staff with DBS at every session.
- Once they log on to Zoom young people will need to be invited into the digital sessions from a waiting area, meaning they will be supervised at all times and East

London Dance Staff will know exactly who is taking part in the session. Sessions will be ended for all participants by East London Dance and no young people will be allowed to remain on the platform unsupervised.

- All young people will be required to agree to a code of conduct and the rules will be recapped at the beginning of every session.
- If bullying takes place during a session we will talk to the young people and aim to resolve any issues. If bullying then continues we will contact parents.
- East London Dance will record all sessions for safeguarding purposes, and save these securely on our server. These are for internal use only and will not be shared publicly unless consent is given.

We are happy to share a copy of our full risk assessments for each activity upon request. Email us at [hello@eastlondondance.org](mailto:hello@eastlondondance.org)

### **Why do I need to complete an online registration form?**

Every organisation that provides activities for children and young people needs to gain consent from parents or carers for their child to participate. As our service has changed slightly we need you to complete a new consent form.

We use the information that we collect to be able to contact you about the programme, keep you safe and to report to our funders using anonymised data. Any information that we collect is stored on our secure online database, and we will not share it with anyone else unless we feel your safety is at risk.

### **How do I make a complaint, give feedback or report a concern?**

East London Dance is committed to continually improving our services, if you do have feedback, suggestions or would like to make complaint please email [hello@eastlondondance.org](mailto:hello@eastlondondance.org)

### **Who will be leading the sessions?**

The East London Dance Youth Dance Team will be delivering the sessions alongside guest artists. The core Youth team is:



Laura Goodwin  
**Lead Artist**



Amanda Brown  
**Youth Support Worker**



Charlene Davies  
**Youth Dance Producer**