

## Information for Parents/Carers and Pupils

### COVID 19 procedures for Tri-borough Music Hub (TBMH) Classes 2021-22 academic year

The TBMH is committed to ensuring the highest level of protection and prevention of COVID 19 during music classes and is adhering to the government's [Protective measures for holiday and afterschool clubs, and other out-of-school settings during the coronavirus \(COVID-19\) outbreak](#) guidance.

Below are the procedures the TBMH is implementing to mitigate risk in relation to COVID 19 for classes. A full risk assessment concerning all areas of the TBMH reopening is available on the TBMH's [website](#). If further restrictions mean that classes cannot go ahead in person, the decision to teach online or offer a refund will be offered.

#### Testing

- In line with Government guidance, *“all secondary school pupils should receive 2 onsite lateral flow test devices, 3 to 5 days apart, on their return in the autumn term. Following the two initial onsite tests, students will be able to collect their home test kits and continue twice weekly testing at home until the end of September when this will be reviewed.”*
- All TBMH pupils should be symptom-free and feeling well before attending any TBMH activity.
- If a pupil is displaying Covid-19 symptoms they must not attend any TBMH activity.

#### Arriving at Venue / Prior to Classes

- Parents and carers will be required to drop off young people in good time before the start time and promptly collect them after wards.
  - Parents/carers are able to wait in the Lyric's Reuben Foundation Wing but are asked to wear a mask, unless exempt.
  - Parents/carers are asked to drop off and collect their children at the security gate. Only parents/carers of the youngest pupils will be allowed in to the school.
- Young people are to arrive at the Lyric dressed and ready for class
- Young people will be required to sanitise their hands upon entry
- Activity spaces for classes and surfaces will be cleaned prior to class
- Activity spaces for classes will be ventilated prior to class

#### During Classes at the Venue

- All activity planned and delivered will maintain distancing between pupils and teachers, where possible
- Where possible windows will remain open and/or space will be ventilated during class using the venue's air handling and air conditioning systems.
- Minimal shared resources will be used during classes

#### After classes at the venue

- Young people will be returned to their parent/carer in the Lyric; or outside at Latymer.
- After use, activity spaces will be cleaned before being used again
- After use, activity spaces will be ventilated before being used again

#### Emergency building evacuation

- TBMH Activity Leaders will always have a secure 'grab bag' containing key information about the pupils in classes. In the case of a building evacuation, this will be taken with the TBMH Leader to the external meeting point and contact details used if needed.
- All children and young people will be calmly escorted via the nearest evacuation route to the muster point where they will be counted and kept safe

#### Singing and Choirs

- Pupils will take their belongings (coats) to their own seat area and keep these to themselves. Only the pupils should move/touch/carry their own belongings.
- We will consider singing outdoors if we can, weather and other conditions, permitting

## Information for Parents/Carers and Pupils

- Singers should not be encouraged to sing loudly or over-accentuate words
- We will use microphones where available, and appropriate
- Each singer should have their own music or words must be projected onto a screen
- Distancing will be in place where possible
- Singing should be moderate volume with consideration that additional risk can build from aerosol transmission with volume and with the combined numbers of individuals within a confined space
- Accompanists should be distanced away from the first singer
- Teachers may wear face masks, as they see fit for their own personal situation

## Instrumental Classes

- Consider use of bell masks for brass and woodwind
- Pupils will take their belongings (coat/instrument) to their own seat area. Only pupils should move/touch/carry their own instrument and instrument case.
- Instruments should be cleaned by the pupils playing them, where possible
- Cleaning of surfaces, stands and instruments must take place between use by different pupils
- Staff (and pupils) should consider use of moisture guards/bell masks e.g. <https://www.moistureguard.co.uk/> to further reduce risk; however, this is not compulsory.
- Players should be discouraged from holding their bell high as droplets may fall back into the mouth
- Any excess particles on the floor must be cleaned by the student who distributed them
- Accompanists should be distanced away from the first instrumentalist
- Teachers may wear face masks, as they see fit for their own personal situation

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## The Venue and TBMH will:

- Ask young people and staff to stay at home if displaying symptoms or advised by NHS Test and Trace to self-isolate
- Maintain all internal ventilation systems (air handling and air conditioning)
- Ensure hygienic signage is visible throughout the venue
- Ensure all spaces are cleaned and ventilated prior to, in between, and after classes

## The Venue and TBMH expects Parents and Carers to:

- Comply with government guidance on isolating anyone who has coronavirus (COVID-19) symptoms, such as a raised temperature, a new continuous cough, or a loss or change to their sense of smell or taste, and should follow the COVID-19: guidance for households with possible coronavirus (COVID-19) infection.
- Understand their child should not attend the class if they are showing symptoms and accept the TBMH's or the Venue's discretion to send any child home if symptoms develop during activity or attendance whilst on site in the activity