

Cambridge Conservatory of Music Reopening Plan September 2020

We are looking forward to welcoming families back for lessons this fall and would like to lay out our plan to offer in-person lessons at the studio once again. However, regardless of all of our efforts, families must accept that there will remain a risk of exposure to illness when attending lessons in person. For this reason we will continue to offer the option of online lessons for anyone not comfortable with that risk.

Our plan hinges on 3 main elements:

1. Teachers and Families may choose the options that best suit their preference and comfort- and that preference may change
2. Procedures and physical layout will limit exposure and work to maintain 2m distance at all times
3. Supplies will be provided to support hand washing and sanitizing

Attendance

Teachers & Staff

- monitor themselves for symptoms or exposure to illness
- any threat of exposure will cancel in-person lessons and inform any contacts (online lessons may be offered)
- only provide in person lessons if they are comfortable**
- work with studio to ensure any specific safety needs for person or instrument are met
- wear masks
- will report any concern of student or family illness immediately, and have the right to refuse an in person lesson if they don't feel conditions are safe

Students & Families

- monitor for symptoms, exposure or family exposure to illness
- any illness or threat of exposure will cancel in-person lessons and notify studio (online lessons may be offered)
- only attend in person lessons if they are comfortable**
- students, families to wear masks if possible as per regional guidelines
- prefer that fewest number accompany student as possible
- provide name and contact information of anyone dropping off and picking up at studio
- notify the studio if their lesson preferences change

Studio

- will continuously monitor governmental regulations, local health conditions and concerns of families and staff to determine ongoing safety of in person lessons
- will get confirmation of health from students and teachers prior to in person lessons daily
- will maintain a list of names and contact information of anyone entering and leaving the studio to facilitate tracing if illness is reported

Procedures and Layout

Scheduling

- until further notice, no more than 3 teachers will offer in person lessons at a time
- lesson start times will be staggered to reduce concentration of people coming and going
- time will be left in between families to allow teachers and staff to sanitize

Waiting Room & Common Areas

Entrances

- front door keypad will need to be used as usual
- studio door will be propped open as much as possible
- hand sanitizer will be provided at the studio door to be used as soon as people enter and before they leave

Bathrooms

- will remain unlocked while lessons are in session

Waiting Room

- seating will be rearranged to provide limited seating for each room in session with maximum distance in between
- no communal toys or books will be available
- common touch points will be sanitized regularly
- barrier will be placed at front desk for protection during payment
- payment keypad will be sanitized after use

Rooms

- only teachers will open and close room doors
- room layout will ensure teacher and student can maintain 2m distance
- hand sanitizer will be available for teacher and student at all times

- Piano: each room will have a 2nd keyboard for teacher demonstration only
student piano will be sanitized after each lesson
- Voice: plexiglass barrier will be in place between teacher and student
- Other instruments: teacher and student will use their own instrument (or sticks)
- no small manipulatives or games will be communally used
- any objects touched will be isolated after the lesson and removed until sanitized
- teachers will note touch points in the room and sanitize once the lesson is finished
- windows will be opened whenever possible, air purifiers may be used in winter months

Supplies

- studio will ensure a consistent supply of sanitizer and a limited supply of masks
- students will receive a package of their own personal lesson supplies at the start of in person lessons to be used in the studio
- students will bring their own books and instrument to lessons
- teachers will use studio or personal copies of materials if at all possible