



Mouth-blown In2Music Project Covid-19 Guidance & Risk Assessment

Updates/Key guidelines

Changes/headlines on the below guidance are as follows:

- BM staff to wear face mask and/or visor unless demonstrating
- BM staff to have roll-up banner to provide a barrier
- Retain group size of 15 students per 30 minute session in a suitably ventilated large space
- BM will provide antibac pad for brass projects
- BM will provide bell covers or ask pupils to bring in socks to cover bells
- BM staff to wear gloves if needing to touch/fix an instrument
- BM tutors will not use activities which require students to buzz their lips or mouthpiece without blowing into the instrument

Introduction

Berkshire Maestros want children to be able to resume to make music face to face however we also have to ensure the safety of both children and young people and staff. This guidance and risk assessment is intended to support schools to ensure we can safely engage in face-to-face learning where appropriate from September 2020. We are delighted that the updated DfE guidance supports Music Education Hub teachers to resume attending schools from September.

This guide presupposes that schools are already complying with:

- Social distancing
- Improved hand hygiene
- Enhanced cleaning of school buildings

This document is not intended to cover all risks associated with any activity; it looks only at additional measures to minimise transmission of Covid-19.

Guidance – Whole Class Instrumental Tuition (In2Music)

In2Music on mouth-blown instruments can be taught by peripatetic music teachers in groups of up to 15. To accommodate this, we will split the teaching of classes to 2 x 30 minute sessions for 15 pupils.

Instruments cannot be shared safely and children must play only on their own, allocated instrument for the duration of the project. Teachers should also impress on students that they should not share instruments even with family members. All instruments have been professionally cleaned before distribution to schools, ready for children to use.

For any woodwind and brass groups, including class work, 2m distancing should be observed. Good ventilation and airing of rooms is essential. The space should allow for students to be side by side and socially distanced.

Woodwind and brass tutors should insist on proper cleaning and drying of instruments at the end of lessons but should not allow students to blow or tip water out of instruments in the teaching room. Newspaper or paper towels (or anti-bacterial paper) will be provided for venting of water keys and students and staff should remove and dispose of their own at the end of the lesson.

Woodwind and brass tutors will not use activities which require students to buzz their lips or mouthpiece without blowing into the instrument

Tutors will wear face masks and/or visors when moving around the school and will be provided with a clear pull-up banner to act as a screen when in sessions.

If used, plastic piano and electronic keyboards can be sanitised with disinfectant wipes (unplug electronic equipment first). Do not spray them as residues may harm key mechanisms. It is a good idea to dry keys off afterwards.

Knobs, buttons, sliders etc. on CD/MP3 players and so forth should be wiped with antiseptic wipes. Do not use sprays or soaked cloths to avoid liquids getting inside equipment. Always unplug electrical items from the mains before cleaning.

A report for the German Orchestral Association recommends stretching fabric over the bells of instruments to filter aerosols from the airstream. Schools will either be provided with bell covers or each student will be asked to provide a sock/shower cap for the same purpose.

Teachers should stand 2m beyond the front row of wind or brass.

It should hardly need saying that nobody should ever play anyone else's mouth-blown instrument.

Cleaning Instruments

If instruments are used by more than one person, meticulous cleaning is called for.

Plastic piano and electronic keyboards can be sanitised with disinfectant wipes (unplug electronic equipment first). Do not spray them as residues may harm key mechanisms. It is a good idea to dry keys off afterwards.

Knobs, buttons, sliders etc on digital drum kits, amplifiers, CD/MP3 players and so forth should be wiped with antiseptic wipes. Do not use sprays or soaked cloths, to avoid liquids getting inside equipment. Always unplug from the mains before cleaning.

More advice on cleaning different instruments is available from this American website: <https://www.nfhs.org/media/3812235/covid-19-instrument-cleaning-guidelines.pdf>

In the UK, the Music Industries Association is gathering relevant information on its website: <https://www.mia.org.uk/covid-19/>.

Good hand hygiene and wiping handling surfaces when changing players controls risks for most keyboard, percussion and string instruments.

Guidelines – BM teaching staff

Our teaching staff will all be given refreshed guidance and training at CPD days at the start of September. They will be informed of the following expectations surrounding their work in schools:

1. Do not attend school if you suspect that you (or any of those you live with) may be coming down with Coronavirus symptoms: follow self-isolation procedures. Request a test-kit from <https://www.nhs.uk/ask-for-a-coronavirus-test>.
2. Keep an eye on the school's website, news links, diary and newsletters to anticipate disruptions to your teaching programme. It may save you a journey and unnecessary risk.
3. Sign in at the school reception on arrival and immediately wash your hands thoroughly before going to the teaching room.
4. Please wear a mask at all times within a school unless you are demonstrating an instrument during a lesson/rehearsal.
5. Remember that this way of working is as new to school staff and pupils as it is to you. Accept that there will be slips and honest mistakes on both sides and take the opportunity to learn from them.
6. Ask for the school's risk assessments for COVID-19; ask about anything you do not understand and abide by the control measures specified i.e. toilet or break provision.
7. Find out what the school's infection control procedures are; follow them and make use of anything the school is good enough to provide for your safety.
8. Find out, before you need to know, what to do if you or pupils fall ill.
9. If you think that a child may be showing symptoms of Coronavirus, stop the lesson and report your concerns to the school immediately.
10. Maintain 2m or more distance from other people at all times, including pupils.
11. If you can control layout and ventilation in the teaching room, set it up to direct airflow away from both you and the pupil(s) but not at the expense of normal safeguarding or health and safety considerations: i.e. do not move heavy furniture.
12. Avoid touching pupils' instruments, particularly mouthpieces. If you require PPE equipment, please contact the Resource Manager at Berkshire Maestros.
13. Never play on a pupil's mouthpiece or allow them to play on yours.
14. Allow time in your timetable to wipe down in between each student and for you to have a break and air the room whilst you do so.
15. Wash your hands thoroughly before leaving the school, preferably as the last thing you do before signing out.

Covid-19 Risk Assessment

Mouth-blown In2Music Projects

Owner:	Berkshire Maestros		
Version:	1		
Date of assessment:	30.10.20	Review date (max 1 yr):	01.01.21

Description of activity

Whole class instrumental provision led by Berkshire Maestros staff on mouth-blown instruments across Berkshire.

Control measures

	Hazard	Who is at risk?	Control measure(s)	Who is responsible?
1	Airborne transmission	Everyone	All participants to respect social distancing of at least 2m. Rooms will need to be large enough to accommodate this, and have adequate ventilation.	Teacher
2	Airborne transmission	Teacher	Teacher to be 2m from the nearest student when facing them with a screen in between them and the student.	Teacher
3	Airborne transmission	Everyone	Teachers will avoid using mouthpieces only or requesting students buzz their lips.	Teacher
4	Airborne transmission	Everyone	Ventilation is key. Keep the windows open even if you have to wear a coat. Ventilate the room for 15 minutes after each 30 minute session.	Teacher
5	Airborne transmission	Everyone	Keep any background or accompanying music to levels which do not encourage teachers or other performers to raise their voices unduly. Teachers should avoid raising their voice or singing loudly.	Teacher
6	Airborne transmission	Teacher	The use of masks/visor is advisable to ensure the safety of staff. These should be worn at all times and only taken off where necessary to demonstrate.	Teacher
7	Surface transmission via shared instruments	Everyone	Note: sharing instruments is not considered safe. Mouth-blown	Teacher

			<p>instruments must be allocated to a specific individual child for the duration of the projects. See above for further information on wiping down between students when sharing is absolutely necessary.</p> <p>Teachers must not play on students' instruments, even to diagnose a problem. If there is an issue with an instrument, it will have to be fixed at the end of the session and teachers will be provided with gloves or wipes that can be used to rectify any problems.</p>	
8	Surface transmission via printed resources	Pupils	If physical resources are used (handout sheets/booklets for example), these should not be shared. Each pupil should have their own copy for the duration of the project. Projected resources/interactive whiteboards to be used.	Teacher
9	Surface transmission via equipment used for playing backing tracks or accompanying	Teacher	<p>Cleaning of PC or CD player for backing track or piano/keyboard.</p> <p>Please see above for advice on cleaning equipment.</p>	Teacher
10	Surface transmission from spit valves being emptied	Pupils	Newspaper, paper towels or anti-bacterial paper should be provided for students to clear away their own transmissions. To be deposited by the student in an appropriate bin after the session.	Pupils

Additional control measures

	Hazard	Who is at risk?	Control measure(s)	Who is responsible?
1	Airborne transmission (vulnerable teacher)	Teacher	Where BM staff have informed us that they are vulnerable, we will send a replacement teacher.	Berkshire Maestros
2	Airborne transmission (vulnerable pupils)	Pupil or pupils	Precautionary measures will be taken as per the above however it is at the parent's discretion as to whether they are happy for their child to resume lessons in this manner or would prefer online lessons.	Parent

Risk

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal. We are heavily minimising the risk of transmission of the virus, both airborne and surface, by adhering to the guidance above and in the Risk Assessment. Government guidance will be followed at all times and the above reviewed where required with an initial review date in October.

Signed:

A handwritten signature in blue ink, appearing to read 'D. Wren', written in a cursive style.

Date: 30.10.20

Name: D. Wren

Position: CEO