



# Ensemble Rehearsals in Schools

## Covid-19 Guidance & Risk Assessment

### Key guidelines

- We still advise BM staff to wear face mask and/or visor except when demonstrating
- Teaching rooms should be aired between each rehearsal
- Maintain 2m distance at all times
- BM will provide antibac pads for brass teachers
- BM staff to wear gloves if needing to touch/fix an instrument

### Introduction

Berkshire Maestros want children to be able to resume face-to-face music making 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 April 2021. We are delighted that the updated DfE guidance supports Music Education Hub teachers to resume attending schools from April.

This guide presupposes that schools are already complying with:

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

### Guidance – ensembles

Ensemble Rehearsals can be taught by peripatetic music teachers in groups of up to 15 or multiple groups of 15 if in a suitably large, well-ventilated space.

All instruments/singers must maintain the current social distancing regulations which at the moment is 2m.

Students come and go but tutors are often in the teaching room for extended periods. Their exposure to multiple people and to the same air possibly for some hours puts them at greater risk. Staff should wear a mask (albeit singers, woodwind and brass players will have to remove it to demonstrate). It is also important to timetable additional breaks to ventilate rooms periodically.

A report for the German Orchestral Association recommends stretching fabric over the bells of instruments to filter aerosols from the airstream. Players should be discouraged from lifting the bells of instruments high, as contaminated water in the instrument can run back into the player's mouth.

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) should be provided for venting of water keys and students and staff should remove and dispose of their own at the end of the lesson.

Conductors/musical directors should stand 3m beyond the front row of students and may wish to consider a plexiglass screen or similar. Social distancing means that each player will require their own music stand and ideally, each player should keep their own music. Photocopies of most music can be made under the Schools' Printed Music Licence and the Music Service Printed Music Licence. N.B the schools' licence does not cover peripatetic instrumental and vocal lessons; and hub partners and commissioned organisations will not be covered by these licences.

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 the summer term. 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 check with the school with regards to their rules about wearing masks/face coverings.

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 session 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

## Ensemble Rehearsals in Schools

Owner:	Berkshire Maestros		
Version:	3		
Date of assessment:	14.05.2021	Review date:	01.09.2021

### Risk

Covid-19 is an 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 Government Education & Performing Arts guidance and have taken the measures outlined in the Risk Assessment below. Government guidance continues to be followed and the risk assessments will be reviewed and updated as and when required in relation to the Governments "Roadmap out of lockdown".

Rapid lateral flow tests help to find cases in people who may have no symptoms but are still infectious and can give the virus to others. All our teaching staff are requested to have regular Covid19 tests prior to face to face teaching in schools & music centres. You can order test kits for free via the Government website: <https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests> Please ensure that you take the Covid19 test every 72 hours (twice a week) and ensure you upload your results within 24 hours on the Government website <https://www.gov.uk/report-covid19-result> Please ensure you keep a copy of the results (text or email from the NHS) and have the results available to show should this be required.

### Description of activity

Ensemble sessions (instrumental or vocal) led by Berkshire Maestros teaching staff in schools across Berkshire.

### Control measures

	Hazard	Who is at risk?	Control measure(s)	Who is responsible?
1	Airborne transmission	Everyone	A 2m distance should be adhered to at all times with the following information per instrument taken into account:  Woodwind instruments – 2m <u>minimum</u> and be aware of flute aerosols being projected across mouthpiece.  Brass & saxophone instruments – 2m from bell.  Singers – at least 2m distance to be maintained between singers.	Teacher

2	Airborne transmission	Conductor	<p>Conductor/leader to be at least 3m from the nearest student when facing them.</p> <p>Conductor/leader advised to wear a mask/visor throughout the session unless demonstrating.</p>	Teacher
3	Airborne transmission	Everyone	<p>Ventilation is key. Keep the windows open even if you have to wear a coat. Ventilate the room frequently by ensuring rehearsals are kept to a maximum length of 40 minutes.</p>	Teacher
4	Airborne transmission	Everyone	<p>Keep any background or accompanying music to levels which do not encourage teachers or other performers to raise their voices unduly.</p> <p>Teachers should avoid raising their voice or singing loudly.</p>	Teacher
5	Airborne transmission	Teacher	<p>The use of masks is advisable to ensure the safety of staff.</p>	Teacher
6	Surface transmission via shared instruments or music stands	Everyone	<p>Note: sharing resources is not considered safe. See above for further information on wiping down between students when sharing is 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> <p>Players must be one to a stand.</p>	Teacher
7	Surface transmission via printed music	Pupils	<p>Pupils to have their own copies of all music/books. Teachers to email pdf's to pupils who will be responsible for bringing their own copies to the session.</p>	Pupils
8	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

9	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 rehearsal.	Pupils
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## 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

Signed:



Date: 17.05.2021

Name: D. Wren

Position: CEO