

THE MUSIC STUDIO: COVID-19 INFORMATION FOR STUDENTS AND PARENTS **REGARDING IN-PERSON INSTRUCTION**

This document explains the steps The Music Studio is taking to reduce the risk of transmission of Covid-19 at The Music Studio.

BEFORE ARRIVING AT THE MUSIC STUDIO

- Staff members and students must not attend lessons or classes at The Music Studio if they are sick, even if symptoms resemble a mild cold. Symptoms to look for include: fever, cough, shortness of breath, sore throat, runny nose, nasal congestion, headache, and a general feeling of being unwell.
- If a teacher or student is sick and unable to attend an in-person lesson but is well enough to have an online lesson instead, the online lesson may be scheduled on the same day and at the same time as the regularly scheduled lesson provided sufficient notice is given.

WHEN YOU ARRIVE AT THE MUSIC STUDIO

- **As required by the City Of Toronto COVID 19: Mandatory Face Mask or Face Covering By-Law (541-2020) for enclosed public spaces, all individuals two years of age and older must wear a face mask or face covering while inside The Music Studio except when an alternate protocol is in place as noted below.**
- Signs will be posted reminding persons not to enter The Music Studio if they are sick (even if symptoms resemble a mild cold).
- Staff and students will also be screened for obvious symptoms upon arrival at The Music Studio.
- The waiting room at The Music Studio is closed.
- Students must take their jackets, coats, boots and bags with them into their lesson room.
- Students will use the washroom in the same hallway as their lesson room.
- Please use hand sanitizer when you enter The Music Studio.

DROP-OFF PROCEDURE

- Please wait outside your designated entrance to The Music Studio until your teacher comes to meet you for your lesson or class.
- Please adhere to the 2 m physical distancing requirement outside the front door.
- Only students are able to enter The Music Studio. Parents and guardians must wait outside.
- Students will enter The Music Studio through the entrance that is closest to their lesson room.
- There are three separate entrances and exits to The Music Studio which will be marked as: **Entrance A, Entrance B, Entrance C.** (The current main entrance is Entrance A.) Your teacher will inform you which entrance you will use.
- **The following are the Lesson Rooms and corresponding entrances:**
Entrance A - Lesson Rooms 2, 3, 4, 6, 7. **Entrance B** - Lesson Rooms 9, 10.
Entrance C - Room 12 (The class and band room.)

LEAVING AFTER YOUR LESSON OR CLASS & PICK-UP PROCEDURE

- After your lesson or class has finished, please immediately leave The Music Studio while maintaining 2 m physical distancing.
- Students will exit The Music Studio through the same door that they entered.
- There are three separate entrances and exits to The Music Studio.
- The Music Studio asks that parents or guardians be on time to pick-up students after their lesson or class.
- Please use hand sanitizer when you leave The Music Studio.

LESSON & CLASS SCHEDULING

- A limited number of teaching rooms will be in use to reduce the number of people in The Music Studio at one time.
- Lessons in adjacent teaching rooms will have start times that are 15 minutes apart to minimize the number of people in the hallway at one time which will allow for appropriate physical distancing.
- **The following is the lesson start time schedule for each private lesson room:**
 - a) **Lesson Rooms 2, 4, 7, 9** - Lessons start on the hour and half-hour.
 - b) **Lesson Rooms 3, 6, 10** - Lessons start a quarter to and a quarter past each hour. Your teacher will inform you which lesson room you will use.
- There will be 15 minutes between each class including ensembles and bands.

COVID PROTOCOLS IN TEACHING ROOMS

- Physical distancing will be in place as follows for these types of private lessons:
 - a) Piano, Guitar, Bass, Drums, Strings - 2m distance will be maintained between teacher and student.
 - b) Vocal, Woodwinds, Brass - 3m distance will be maintained between teacher and student.
 - c) Classes Including Ensembles and Bands - Physical distancing of at least 2m will be maintained between each individual in a class.
- Classes take place in The Music Studio's Classroom which is an open 500 square foot space.
- There will be a maximum of six students and one teacher in each class.
- Private lesson rooms will be organized to allow for physical distancing protocols.
- Teachers and students will be located at opposite ends of the private lesson rooms.
- A clear Covid screen will be placed between the teacher and the student in each private lesson room.
- Piano lesson rooms will each have a piano and a keyboard so that the teacher and student will each have their own instrument for their lesson.
- Students' will receive their lesson notes by email to avoid sharing lesson notebooks.
- Teachers will open and close the doors to the teaching rooms for students.
- Hand sanitizer is available at each entrance and in each teaching room.

CLEANING & DISINFECTING

- The Music Studio will conduct thorough cleaning and disinfecting each day including the regular disinfecting of washrooms.
- Instruments and equipment at The Music Studio that has been used by students, including piano keys and microphones, will be disinfected before each lesson and class.
- Students will not share the same microphone during an ensemble or band class.

VENTILATION

- The Music Studio has two dedicated rooftop ventilation units for heating and cooling that also circulate fresh air through each room of The Music Studio.
- The units' air filters are changed every three months using top quality replacement filters.
- The units were recently power washed.

If you have any questions regarding The Music Studio's Covid-19 Health Information, please call Ed at 416.234.9268 or email ed@themusicstudio.ca.

Thank you for your understanding and cooperation.

