



KAMLOOPS SYMPHONY
MUSIC SCHOOL

COVID-19 Safety Plan for Kamloops Symphony Music School Operations

*Version 4.0
Effective August 23, 2021*

Kamloops Symphony Music School Students & Guardians:

This policy covers the Kamloops Symphony Music School at #4 & #5-510 Lorne Street, Kamloops.

This plan will be subject to change as we monitor risks. All health and safety concerns should be directed immediately to the Executive Director.

Basic Guidelines and Stay Home Policy-

WorkSafeBC guidelines have been posted for staff, students, and visitors and must be adhered to. A stay home policy has been implemented for all teachers, students, and office staff who may feel ill.

If you begin to feel ill while on our premises, please report to faculty or staff immediately, wash your hands, and leave to follow the recommended guidelines from Provincial Health. Go straight home, if able. If not, have someone call 911 immediately. All areas that an ill person comes in contact with will be immediately disinfected, using precaution and proper Personal Protective Equipment (PPE).

A reminder, anyone directed by public health to self-isolate due to provincial or federal regulations (ex. Contact with someone who has tested positive of COVID-19) must self-isolate, and should not be physically present at the Music School.

In some cases, lessons will continue online as identified by the Executive Director in discussions with the teacher, or at the student's and/or guardians' choice.

Entry points and waiting area-

We have established and posted an occupancy limit for our premises. To avoid reaching this maximum capacity, please remain outside the premises for as long as possible until your lesson is scheduled and wait for your teacher to call you in to your lesson (weather permitting). For all lessons scheduled in the large studio, we recommend students enter using the door immediately leading into the studio rather than travelling through the waiting room (again, weather permitting).

Masks or face shields are mandatory for all students and guardians in the waiting room over the age of twelve. There should also be no more than three groups from different households in the waiting area at one time. Please ensure you follow dedicated physical

distancing rules. Two (2) metres of distance must always be maintained between individuals from different households.

For capacity reasons, we are encouraging that only one guardian accompanies a student to a lesson, and that they physically leave the school for the duration of the lesson. Be considerate of teachers and students entering and exiting studios.

At this time, the books, magazines, and table have been removed from the waiting area to exclude a common touch point. These will be returned when it is safe to do so.

All other common touch points (such as chair arms, door handles, light switches, etc.) will be sanitized throughout the day as staffing permits and as per WorkSafeBC advice.

Common Touch Points within the studio and waiting areas include

- 1) Door handles
- 2) Light switches
- 3) Washroom fixtures
- 4) Chair arms in waiting area
- 5) Shared instruments and stands

Studios-

All studios used for lessons must allow for a distance of at least two meters between teacher and student. The furniture and other fixtures have been moved in the individual studios to help accommodate physical distancing. The Kamloops Symphony administration will also make every effort to schedule lessons in the large studio when possible.

We ask that only the student and the teacher be present in the room for the duration of the lesson, and that this physical distance be maintained throughout the lesson.

In the case of certain instruments (wind instruments and voice specifically, and others as available), moveable plexiglass barriers will be installed between the teacher and the student. These are to be moved only by KSMS Faculty members.

If a teacher and student wish to come closer than two meters for pedagogical reasons, masks or face shields must be worn by both the student and teacher.

The faculty and staff will be cleaning and sanitizing all commonly touched surfaces between lessons.

Group Classes-

At this time, group classes are being held exclusively in the large studio. All participants in group classes must be distanced as far as possible, ideally in the corners of the studios, and avoid any mingling with other participants throughout. The keyboards have been moved to help accommodate this. The teacher will remain adequately distanced throughout the group class. The use of movable plexiglass barriers will be introduced in select cases.

In group classes, **masks and/or face shields** must be worn at all times by all those aged twelve and up, including students, guardians and faculty. Students between the ages of three to five,

are encouraged to wear either masks or face shields, if the masks are worn properly, and do not cause irritation that results in frequent touching of the face by the student.

In addition to the mask and face shield policy, members of different households are to remain 2 metres apart at all times, whenever possible. If a teacher and student wish to come closer than two meters for pedagogical reasons, permission from the guardian/parent/student must be granted first.

In the large studio, we are encouraging that the inside door into the music school is kept open during classes when possible, to permit further air flow. As well, between classes, we will do our best to air out the large studio place as much as possible, which will likely include opening the outside door for short periods of time between classes (weather permitting).

Bathrooms-

The Kamloops Symphony administration will ensure that the bathrooms have all handles and touchpoints wiped down throughout the day, and thorough professional cleaning will take place every week. However, office staff is not available to do this evenings or Saturdays so please ensure you remain diligent as well for the safety of yourself and others.

Kitchen-

The kitchen remains for exclusive staff and faculty use.

Office-

In general, the office will be open Monday to Friday, 9 to 5 pm. Students, guardians, and teachers entering the office must ensure that they can maintain physical distancing measures while interacting with office staff. The office is presently taking credit card payments over the phone during opening hours.