

# Return to School Music: a detailed plan in response to current guidelines

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These guidelines have been created to assist schools in navigating the safe return of school music. It is important that schools take the necessary precautions and follow all identified guidelines outlined by Manitoba Health. Further information and links to research may be found in the Manitoba Music Educators' Association's [Returning to Manitoba Music Classrooms](#)

## Safe Return to Music Guidelines - General

- Early Years and Middle Years students will be screened for COVID-19 symptoms by parents before they come to school for the day. Parents are to use the [Manitoba Health COVID-19 Screening Tool](#).
- Employees will self-screen using the [Manitoba Health COVID-19 Screening Tool](#).
- Following administration approval, guest clinicians will complete a divisionally generated *School Guest Form* before each activity.
- Participants with COVID-19 or flu related symptoms should stay home. They will not be allowed to participate.
- Each program must have hand sanitizer and Oxivir TB spray or other product approved by the school division for participant and teacher/clinician use. These items will be replenished by the school as necessary. Alcosan (or other approved product) will be used on drums and metal surfaces that would be damaged by Oxivir.
- All participants must wear masks where physical distancing is not possible (before and after activity).
- For singing/wind instrument playing to occur, rooms must be large enough to accommodate students with at least 2 metres of physical distancing.
- **The total number of participants may not exceed 25 people, including teachers/staff**
- If classes are too large they will need to be split, or larger rooms made available.
- If/when field trips are permitted, programs that use non-school division facilities for camps/festivals must follow all guidelines established by those facilities. It is the responsibility of the teacher to be aware of those expectations and to communicate those expectations to the group.
- **Concerts and public performances are not to take place at this time. If public health officials issue revised health orders permitting concerts and performances to take place outside of schools, concerts may also resume in schools providing all applicable health measures are observed.**
- Follow the [Guidelines for Vocalists and Instrumentalists](#) and Manitoba Health guidelines.
- A minimum of 5 minutes should be scheduled between classes to allow for appropriate physically distanced exit/entry and sanitization.
- If rehearsals occur outside of regular school hours, they should be finished 15 minutes before the beginning or after the end of the regular school day to avoid student contact in the hallways
- When rehearsals occur outside the regular school day, students are restricted to the assigned facilities and will not have access to other parts of the school.
- Participants must bring their own filled water bottle. Sharing of water bottles is not allowed.

- Classes must end at least 5 minutes before the next class is expected to arrive in order to facilitate cleaning and to avoid mixing of cohorts.
- Classes should take place outside when weather permits.
- Designated entrance and exit in rooms with more than one door.
- Students must maintain physical distancing of at least 2 metres, (more if possible)
- Students in grades 4 and up must wear a mask while waiting to enter and exit a class.
- Maintain good ventilation by keeping windows open as much as possible
- Should a participant feel unwell during activity they must immediately stop the activity, identify to staff they feel unwell, and follow these protocols:
  1. The participant will self-isolate from the rest of the group and will be required to wear a mask.
  2. The parent or guardian will be notified by office staff or by the teacher if the activity is outside of school hours. The parent/guardian will be required to come collect their child at an identified location outside of the school.
  3. Teacher/office staff will direct the athlete/parent/guardian to contact Health Links.
  4. The teacher will contact the school admin. and identify that a student was sent home because they were feeling unwell. School admin. will follow-up with parents/guardians.
  5. The teacher will require clearance from parent/guardian and school prior to student returning to rehearsal.

## Safe Return to Music Guidelines – Course Specific

### Elementary Music Classes

- **For singing or recorder, at least 2 metres of physical distance must be maintained at all times, in accordance with [Bulletin #9](#)**
- Hoola hoops, sit spots or other markings must indicate appropriate physical spacing.
- Students should keep the same spots (numbered and labelled).
- Students must be escorted to and from music classes, either by the home room teacher, music teacher or an Educational Assistant.
- Students will sanitize hands before and after music class.
- Each student must have their own recorder/manipulatives, music/pencils.
- Individual learning packages (including individual mallets and/or small percussion instruments) can be created for each student if teachers plan on using this equipment. Packages should be stored in the music room in a separate container for each class and distributed and collected by the teacher.
- Percussion equipment must be sanitized between uses.
- **Singing activities can take place provided students are able to maintain 2 metres of physical distance in accordance with Bulletin #9. Masks must still be worn by students in grade 4 and up.** Large classes may need to be split. In this case, provided supervision is available, another activity will be provided by the music teacher and groups will switch halfway through the class.

### Band Classes

- High School students attending before and after school rehearsals can arrive a maximum of 15 minutes before their scheduled start time.

- Student check-in/out time will be documented for all high school musicians attending before and after school band classes.
- Students attending before or after school band classes will store jackets and backpacks at a pre-determined location in the room.
- Students must sanitize their hands before entering the Band room.
- Students must always respect physical distancing requirements and wear masks until class starts.
- Students who need to store band instruments during the day will keep them on designated shelves in the band room separated by school groups/cohorts.
- Instruments must be clearly labeled with student name, visible when on shelves.
- **Instruments must be cleaned on a regular basis**
- Students arranged facing forward in straight, staggered lines.
- Chairs must be placed according to physical distancing guidelines of at least 2 metres.
- Additional one metre space in front of trombones.
- Flutes in the front row.
- **Students should empty spit valves when no one else is present. If this is not possible, students should empty spit valves while maintaining two metres physical distancing and ensuring that others are wearing masks.**
- Water keys on brass instruments should be emptied onto a puppy waste pad provided by the band teacher and kept folded in a Ziplock bag in the students' instrument case.
- Students must wear masks if they leave their seats during class.
- Sharing of wind instruments/mouthpieces is not permitted.
- Each student must have their own music stand, music and pencil.
- **Bell covers** are to be used on all wind instruments. These can be purchased commercially and schools may choose to mobilize volunteer sewers or classes to assist with this. Patterns and instructions are available online.
- Limit the use of large percussion equipment and wipe it down at the end of each class.
- Percussion mallets must be disinfected between uses.
- Limit the time spent playing instruments to 30 minutes at a time, with 10 minutes between sessions of quiet activity (listening, written work), wearing masks, to allow air circulation and dispersion of aerosols.

## Choir

- High School students attending before and after scheduled school choir classes can arrive a maximum of 15 minutes before their scheduled start time.
- Student check-in/out time will be documented for all high school musicians attending before and after scheduled school choir classes.
- Students attending before or after scheduled school choir classes will store jackets and backpacks at a pre-determined location in the room.
- Singers must wear masks when singing indoors.
- Students arranged facing forward in straight, staggered lines.
- Markings on floor to indicate where students can sit/stand according to physical distancing guidelines of at least 2 metres
- Students will sit in their voice part sections, in the same place for each class.

- Maintain good ventilation by keeping windows open as much as possible
- Limit the time spent singing to 30 minutes at a time, with 10 minutes between sessions of quiet activity (listening, written work), wearing masks, to allow air circulation and dispersion of aerosols
- In longer classes, have students sing in smaller groups (sectionals) to minimize number of students singing at one time.
- Large classes may need to be split for singing to occur. In this case, another activity will be provided by the teacher and groups will switch halfway through the class

### Post-Activity (all):

- Students must collect all personal belongings and leave the room as quickly as possible at the end of the class.
- Students must sanitize their hands upon exiting the room.
- Students must leave through the pre-determined exit.
- Students must always respect physical distancing requirements and wear masks until they have left the room and are able to sufficiently physical distance.
- A pre-determined person (teacher or educational assistant) must sanitize stands and percussion equipment between classes.

## Teacher Guidelines (Health & Safety)

### Teacher Specific Responsibilities:

- Cleaning required during school day done by teachers and/or educational assistants
- Wipe down surfaces between groups, including chairs and music stands
- No loose papers or small equipment left out at the end of the day to facilitate wiping down of all hard surfaces by custodial staff at the end of the day.
- Teachers should use masks and face shields when 2 metre distance cannot be maintained (if necessary to help with tuning, mouthpiece adjustments (under 5 minutes).
- Teachers making adjustments to instruments or doing small repairs should wash or sanitize hands before and after touching student instruments.
- Instruct students in general cleaning of wind instruments
- Follow specific instrument cleaning protocols for COVID-19
  1. Pianos and electronic equipment should be wiped down with a soft cloth sprayed, but not soaked, in an approved solution. A 70% alcohol spray has been recommended (Alcosan).  
[https://www.yamaha.com/yamahavgn/Documents/disinfection/DisinfectionGuide-Digital-Pianos.pdf?\\_ga=2.7202993.2068700657.1595342538-1794339041.1595342538](https://www.yamaha.com/yamahavgn/Documents/disinfection/DisinfectionGuide-Digital-Pianos.pdf?_ga=2.7202993.2068700657.1595342538-1794339041.1595342538)
  2. Guitar [https://www.yamaha.com/yamahavgn/Documents/disinfection/DisinfectionGuide-Guitars.pdf?\\_ga=2.15139765.2068700657.1595342538-1794339041.1595342538](https://www.yamaha.com/yamahavgn/Documents/disinfection/DisinfectionGuide-Guitars.pdf?_ga=2.15139765.2068700657.1595342538-1794339041.1595342538)
  3. String Instrument Cleaning Tips *Information provided by William Harris Lee & Company and Yamaha* [https://www.astastrings.org/Web/Resources/Instrument\\_Cleaning\\_Tips.aspx](https://www.astastrings.org/Web/Resources/Instrument_Cleaning_Tips.aspx)
  4. Wind Instruments  
[https://www.yamaha.com/yamahavgn/Documents/disinfection/DisinfectionGuide-Winds-Strings.pdf?\\_ga=2.207997585.2068700657.1595342538-1794339041.1595342538](https://www.yamaha.com/yamahavgn/Documents/disinfection/DisinfectionGuide-Winds-Strings.pdf?_ga=2.207997585.2068700657.1595342538-1794339041.1595342538)
- Communicate health and safety guidelines/expectations to students and parents.

- If activity takes place outside of school hours, be able to produce *Extracurricular Attendance and Screening Forms* at all times should school administration require them for contact tracing
- Arrive early and wait for participants at the designated check-in location.
- Ensure students maintain physical distancing before and after activity.
- Ensure students wear a mask before and after activity.
- If activity takes place outside of school hours, screen participants and note check-in/out times at each rehearsal.
- Appropriately store student screening information for future reference.
- Provide hand sanitizer for students and ensure that they use before and after activity.
- Provide hand sanitizer and/or wipes for student use during activity.
- Designate a location within training facility for non-activity personal equipment (water bottle, jacket, shoes, etc...)
- Enact COVID-19 protocols when a student feels unwell.
- Enforce Manitoba Public Health guidelines as appropriate (i.e.; no spectators, maximum number of participants in an outdoor/indoor public gathering, etc...)
- Assist with shared equipment cleaning as necessary.

### School Administrator Guidelines (Health & Safety)

- Collaborate with teacher to create school and team specific protocols which follow Manitoba Public Health guidelines.
- Reinforce the health & safety guidelines with students and parents.
- Create or approve school-based permits which follow divisional expectations around access to school facilities.
- Have a list of all students participating in rehearsals outside the regular school schedule and have phone numbers for teachers.
- Regularly check-in with teachers.
- Communicate challenges and successes to Pembina Trails Senior Admin. Team.

### Student Guidelines (Health & Safety)

- Arrive at the designated time for rehearsals.
- Maintain physical distancing except during activity where brief periods of close exchanges are allowed.
- Wear a mask before and after activity.
- Be prepared for activity. Arrive with instrument, music and maintenance supplies.
- Enter and exit through the pre-determined locations.
- Check-in/out at each before or after school class and truthfully answer screening questions.
- Hand sanitize before and after activity and throughout activity as necessary.
- Only use personal equipment (water bottles, instruments, music)
- Store non-activity personal equipment in a designated location as established by team.
- Follow all health and safety instructions from teacher.
- Avoid touching face during activity.
- Report immediately to the teacher if you feel unwell.

## Parent Guidelines (Health & Safety)

- Discuss the health and safety guidelines with your child and encourage compliance.
- Follow all health and safety guidelines as outlined by Public Health (i.e.; no spectators, maximum number of participants in an outdoor/indoor public gathering, etc.).
- Assist students with general instrument maintenance and cleaning. Videos can be found at <https://tcpah.unt.edu/covid-19>
- Support your child in safely participating in school music.