



Music & Arts Service

School Measures for Instrumental /Whole Class Teaching as of September 2020

***Please read this document in conjunction with SIPS Music & Arts Service
Risk assessment for teaching staff,***

In September, many schools will have plans in place to accommodate instrumental teaching. These plans and measures will vary from school to school. You may find the following points useful in your preparations for September:

PRE-VISIT (as of any other visitor to your school)

Week commencing: 07/09/2020

Music Tutors to liaise with school in advance of visit, to familiarise themselves with specific school protocols. Agree to:

- Route of entry to the school and signing in protocols
- General circulation protocols (e.g. any one-way systems in place, etc.)
- Permitted access (e.g. where they can access, and any prohibited areas) - assess any subsequent impact on service delivery
- Timings of visit wherever possible, to avoid peak times for visitors (e.g. arrival times for pupils, break times, etc).
- Appropriate delivery location to meet 2m social distancing requirements (e.g. if a classroom, size to be adequate to appropriately house all individuals involved in service delivery).
- School staff to remind Music Tutors of SD requirements on arrival
- Understanding of SD measures in place in chosen location, e.g. floor markers in place; adapted layout
- Access to welfare facilities (toilets and drink making facilities), as required
- Knowledge of the locations of handwashing/hand gel stations
- School to contact the office - music.arts@sips.co.uk - if delivery is not required, due to a suspected Covid case(s).

Instrumental Lessons

Teaching Space

- Teachers will need a well-ventilated teaching space, big enough to teach 3-4 pupils with 2m social distancing in place
- Brass, vocal and woodwind instruments will need to adhere to current 2m social distancing requirements.

Movement Around School

- Movement around school should be kept to a minimum
- Music staff should not seek to find pupils who do not attend lessons.
- Arrangements for pupils to be taught in their bubbles should be followed where possible.
- Areas should be cleaned and wiped down between sessions, e.g. cleaning of spaces, seats, high traffic areas by SIPS teacher with school supplied products

Teachers will:

- Be fully briefed in our September training of all new measures in compliance to government guidance
- Have cleaning resources suitable to clean /repair instruments
- Inform school staff if a child becomes unwell
- Never share instruments
- Not sing: If they do, keep SD rule of 2m
- Teach pupils side by side or back to back and never forward face their students
- Clean and advise students on how to clean instrument/case. This will depend on pupils age/ability. This will be supervised or carried out by SIPS music teacher
- Ensure that If instruments are shared, instruments will be cleaned between use and sessions with appropriate cleaning materials. e.g. piano keys, djembes
- Not give handouts - use digital solutions, such as projecting, where possible
- Ensure tutor books are handled by individual pupils only (i.e. their own copy)
- Ensure music stands are wiped down before and after every session by age appropriate pupils or SIPS music teacher.
- If an instrument needs to be tuned, have valve oil, rosin or a reed applied, have a simple repair, etc, the teacher should wash hands or wear gloves, before touching instrument, and wipe service area before handing back to the student. Where possible, teachers will instruct pupils to handle and do the repair themselves
- Regularly wash their hands

Brass and Woodwind Instruments

Collection of all water vapour from an instrument should be dispersed in a paper towel by the student. This paper towel should then be discarded safely by the individual. Hands should then be washed or hand sanitizer used.

Whole Class Teaching

- Staff to deliver a programme of music **without** instruments and singing
 - *A specific programme for the autumn term has been created to ensure music progression, musical understanding and appreciation, based around pupil's wellbeing and the school's recovery curriculum*
- Delivery can take place in the classroom or the hall space, where possible, to allow for SD to be adhered to.
- For whole class woodwind/brass instruments class sizes may need to be reduced to groups of 15 to adhere to 2m SD unless a large well-ventilated teaching area can be used.
- Whole class instruments that are not blown, can take place in class bubbles with limited singing and the teacher adhering to SD requirements
- Instruments will not be shared and labelled for individual use.
- Where instruments are used by another class, they will be cleaned by SIPS Music Service staff Eg keyboards/Djembe/Steel pans etc...
- Movement around class/teaching space should be kept to a minimum
- If using white boards/CDs, ensure gloves are used, or hands are thoroughly washed before and after use
- All pupils and staff will follow social distancing rules and keep to a minimum distance of 2m.
- If music service staff are in multiple classes' - staff should move to the classes not pupils to reduce risk
- Regular hand washing should take place

Meeting Parents and Other School Staff

- Where possible, contact with parents or other school staff is conducted remotely, via telephone or video link
- Staff are advised to only physically meet with parents or other school staff, if they are satisfied that doing so is consistent with government advice
- Staff are asked to not touch or shake hands with parents or other staff members
- Social distancing will be strictly observed at all times