



The Music Settlement
OHIO CITY · UNIVERSITY CIRCLE

CENTER FOR music

COVID-19 POLICIES & PROCEDURES STUDENT EDITION

UPDATED: Friday, October 15, 2021

BASIC CFM COVID-19 POLICIES:

- **Personal Protective Equipment**
 - As of this policy update, all faculty, students, and visitors (e.g. parents, guardians, guests, siblings) of TMS and CFM are required to wear face masks at all times while indoors on campus – **regardless of vaccination status**. This applies to all CFM students and visitors ages 2 and older, regardless of instrument. Wind and brass students must wear a mask with a mouth slit.
 - Masks are not required outdoors.
 - Faculty, students, and visitors must provide their own masks.
 - Face shields may be worn *in addition to* a face mask, but not as a substitute for one.
 - Those with concerns preventing them from wearing a mask may present a formal request for special accommodations to the Chair of the Center for Music.
- **Sign In**
 - Upon arrival to campus, all CFM faculty, students, and visitors must sign in and declare they have not been exposed to COVID-19 and are not experiencing any symptoms.
 - **UNIVERSITY CIRCLE CAMPUS** – Sign ins will take place in the Burke Mansion. All faculty, students, and visitors must enter the University Circle Campus through the Burke Mansion, including those who utilize the Percussion Garage, Gries House, and the Early Childhood Building.
 - **OHIO CITY CAMPUS** – Sign ins will take place in the main lobby.
 - Children under the age of 12 must be signed in by a parent or guardian and are required to have a parent or guardian with them at all times.
- **Student Illness**
 - Students and visitors with a temperature over 100.4°F will not be permitted on TMS property.
 - Students who are not feeling well due to illness, but feel healthy enough to take their lesson, should stay home and contact their teacher within 24 hours of their lesson to request a distance leaning lesson. Normal make-up policies apply.
 - Students who are sent home from TMS due to being symptomatic will lose that day's lesson/rehearsal – no make-ups or credits will be issued.
 - Any student or visitor who develops symptoms throughout the day will be immediately sent home.
 - Students and visitors must be symptom-free without medication for at least 24 hours prior to returning to TMS property.
 - Students and visitors who have been diagnosed with, or have had contact with, a confirmed or probable case of COVID-19 will be required to quarantine in coordination with the Ohio Department of Health prior to returning to TMS.

- **Winds**
 - Wind faculty and students must wear a mask with a small slit for the mouthpiece while playing. These masks must be supplied by the faculty and/or student.
 - Sharing of wind instruments is not permitted.
 - Wind faculty may not assist students with tuning or adjusting their instruments.
- **Voice**
 - Voice students and faculty must wear their mask at all times while singing.
 - Singers must maintain 10 – 12 ft. distance between themselves and all other individuals.

ENVIRONMENT:

- Water fountains are currently closed. Please bring your own pre-filled water bottles from home.
- All TMS studios have been equipped with a standalone HEPA/UV filter unit, or have had a HEPA/UV filter installed into the HVAC unit. Standalone filter units must be kept running at all times. HVAC units run constantly throughout the day.

CLEANING PROTOCOLS:

- All TMS buildings will be properly and thoroughly sanitized and cleaned regularly, overseen by our Buildings & Grounds crew.
- All TMS cleaning equipment has been pre-approved for use by our employees.

POLICY UPDATES

- TMS has designated a COVID-19 Task Force Committee, led by our Board Chair Dr. Christopher M. Brandt. The Committee meets on a regular basis to routinely review and update our existing COVID-19 policies and procedures.
 - Following these meetings, the Center for Music updates this document accordingly.
 - Updates to this document will be communicated to CFM students, families, and faculty by email.
 - This document will be posted on the TMS website.

QUESTIONS, COMMENTS, OR CONCERNS? PLEASE CONTACT:

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