



Return to In-Person Lessons on the BGSU Firelands Campus

August 30, 2021

This Return to In-Person Lessons Guide contains recommended health and safety protocols when the FSO School of Music begins its gradual, multiphase resumption of in-person lessons on the BGSU Firelands Campus. It is intended to apply to all members of our School of Music community—instructors, staff, students, parents/guardians, as well as contractors, vendors, visitors and guests—while on campus. We anticipate these guidelines will evolve as the pandemic changes and our ability to respond to it allows us to move through the phases of our return-to-campus framework, subject to state and local regulations and BGSU Firelands' public health assessment.

Definitions of terms for clarification purposes:

- Campus - any and all property on the BGSU Firelands campus
- Music Studio - the FSO School of Music located in the Mylander Building room 134
- Practice Rooms - the six individual Wenger SoundLoc rooms where lessons are held

Before Arriving On Campus

Complete a **self-administered wellness check** each day before coming to campus to monitor for symptoms of COVID-19 that are a shift from your baseline health including a fever at or above 100.4 F, dry cough, fever or chills, shortness of breath/difficulty breathing, fatigue, sore throat, headache, muscle or body aches, loss of sense of taste or smell, congestion or runny nose, nausea or vomiting, diarrhea or any other symptoms as updated by the **Centers for Disease Control (CDC)** or the **Ohio Department of Health (ODH)**.

*Please note that whether or not you meet all or any of the below guidelines, **we request that no one come to campus if they are experiencing a temperature that exceeds 100.4 degrees.** It is advised that you take your temperature each day before arriving on campus, before entering large public areas, and before interacting with others. If you don't have your own thermometer available, please gauge your own health and wellness by other means, including whether you feel that you may have a fever.*

Campus Density and Social Distancing

- Social distancing is important for everyone—and encouraged by the university—especially to help protect people who are at higher risk of getting very sick. Everyone on campus is encouraged to follow social distancing practices. Specific recommendations for applied instruction are detailed below by instrument.
- **ONLY 1 parent/guardian per student will be permitted in the FSO School of Music at a time. No siblings or other non-essential guests should be in the FSO School of Music.**

- The maximum number of individuals within the music studio (Room 134) at any one time will be six. Two lessons occurring at one time with each having one instructor, one student, one parent/guardian. All individuals will stay six feet apart from each other unless they reside in the same residence together.
- Some School of Music instructors have chosen to teach remotely in order to protect themselves and family members. Check with your instructor to determine his or her plans.
- Please exit the classroom and building as soon as possible when your lesson is over. Do not congregate.
- School of Music instruction times will be limited to when campus buildings will be open. Evening lessons will be very limited and there will be no weekend lessons on campus.

Universal Face Coverings

- Face masks or face coverings must be worn by everyone (including all instructors, staff, students, parents/guardians, and visitors) while indoors – regardless of vaccination status.
- Signage reminders of best practices (social distancing, face masks, hand hygiene) will be placed by Campus Services throughout campus in hallways.

Hand Hygiene

- Everyone must wash their hands often with soap and warm water for at least 20 seconds, especially after they have been in a public place or after blowing their nose, coughing, sneezing, or touching their face. It is also suggested that everyone wash their hands as they enter and exit various on-campus spaces and before eating; and avoid touching their eyes, nose, and mouth.
- If soap and water are not readily available, people can use a hand sanitizer that contains at least 60% alcohol. They should cover all surfaces of their hands and rub them together until they feel dry.
- Signage will be placed by Campus Services in prominent locations around campus and specifically in bathrooms, outside of bathrooms and throughout buildings in high-traffic areas.
- Hand Sanitizing stations will be placed in high traffic areas around campus. Including inside each practice room.

Cleaning and Sanitizing

- At least once daily, Campus Services will clean as well as disinfect high-touch surfaces in common areas on campus.
- Music Studio waiting areas
 - Campus Services will provide cleaning supplies and necessary signage for cleaning instructions.
- Wenger SoundLok Sound Isolation Practice Rooms
 - The standard ventilation systems to be left on during school hours.
 - **NEVER** spray SoundLok perforated panels. Spray cleaner into towel and then wipe surfaces.
 - Frequent cleaning is only required in high-touch areas such as door handles, light switches, etc.
- Practice Rooms and Pianos:
 - Each practice room will be supplied with disinfecting spray and a towel or wipes. Music faculty will be responsible for wiping down surfaces, music stands, piano keys, chairs, doorknobs, light switches, and other high-touch areas before and after each lesson.
 - **IMPORTANT** – Disinfecting and Cleaning the Piano Keys.
 - **DO NOT USE** bleach-based disinfectants or any product containing citrus. Only use the FSO provided Hydrogen Peroxide spray.
 - **DO NOT SPRAY DIRECTLY ON THE PIANO OR ITS KEYS.** Spray the Hydrogen Peroxide onto the provided disposable towels, then wipe down the piano key tops (back to front).

- Dry off keys with a clean dry towel. Never leave any liquids on the piano or keys. Dispose of the towel in the trash receptacle.

Ventilation

- The music studio main door to the hallway will remain open whenever anyone is present within the room.
- All practice room doors will also remain open during lessons for additional air flow.

Private Lesson Instruction

General for All Music Lessons

- Masking is required for **all** participants (Instructor, student, and parent/guardian) at all times.
- Teaching studio must accommodate social distancing of 6 ft. Students will be inside the practice room with the door open, and the instructor outside of the room. Parent/guardian will be either inside the room with the student or outside the practice room 6 feet away from the instructor.
- Instructors are responsible for cleaning of music stands, piano keys (see instructions below) and other surfaces via disinfectant wipes before and after each lesson.

Specifics for Strings, Guitar, and Piano

- Lessons of no more than 60 minutes.
- A room vacancy between each lesson to allow for air exchange at a minimum of 30 minutes.
- Disinfecting and Cleaning the Piano Keys (see procedure above)

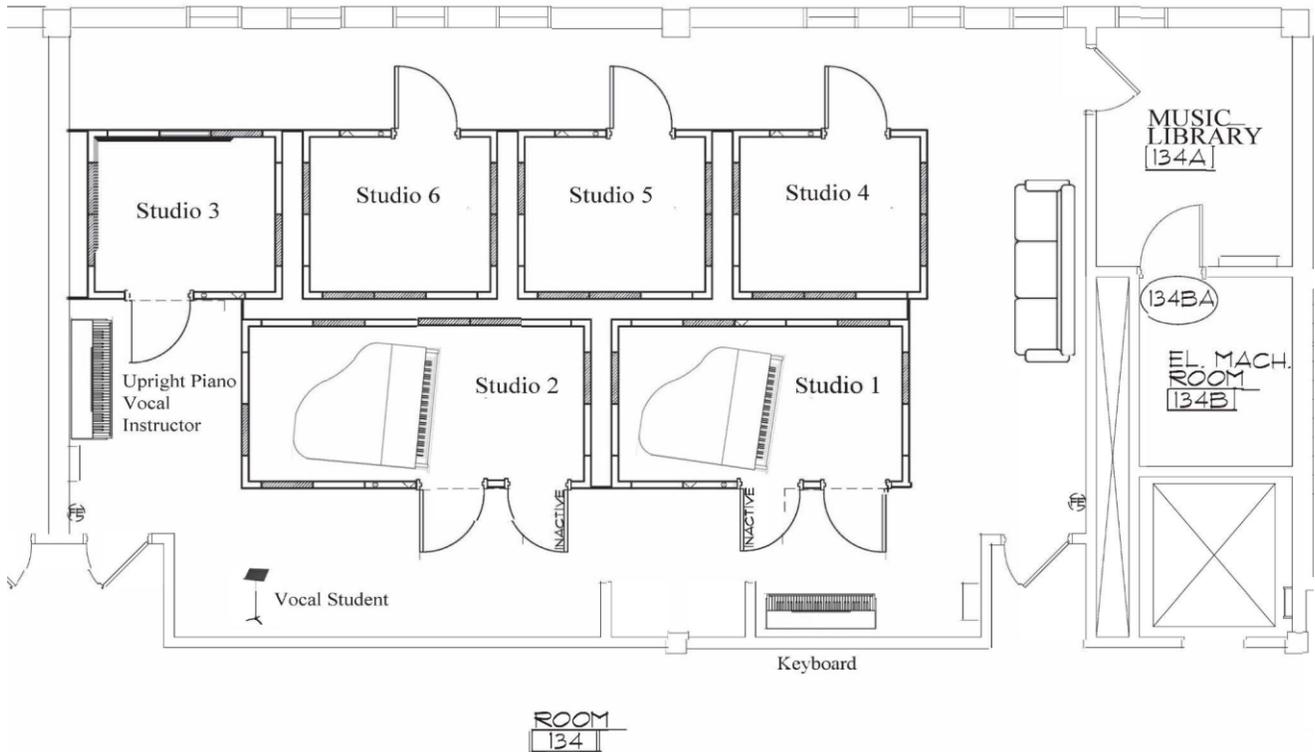
Specifics for Wind and Brass

- Lessons of no more than 30 minutes.
- A room vacancy between each lesson to allow for air exchange at a minimum of 30 minutes.
- Teaching studio must accommodate a minimum social distancing of 7.5 ft. for all instruments except trombone, which should be 10.5 ft. distance from the bell.
- Woodwinds and Brass students will wear a mask while playing which includes a small straight slit in a surgical style mask (see Resources below for examples), or commercially available masks for this purpose. This mask is for playing, not general use outside of rehearsal. A second mask without a slit should be used at any time when not playing.
- Flutes can forgo wearing a mask as long as a Win-D-Fender or equivalent device is used. A regular mask should be used at any time when not playing.
- Brass students will utilize bell covers. Ones including MERV13 filters are preferred.
- Practice water key etiquette. Drape water valve and collect condensate in student provided towel, WindSorb Disinfect towel/WindSorb, or puppy pad after use. Never empty the water key onto the floor.
- Instrument bell should not be directed towards others.

Private lessons for Voice

- Lessons of no more than 30 minutes.
- A room vacancy between each lesson to allow for air exchange at a minimum of 15 minutes.
- Lessons will be held in the front hallway by Studio 3. There will be a minimum of 12 feet between the instructor and student. (see Room Diagram below for placement)
- Masks will be worn by both instructor and student at all times.
- No other lessons will be held in any of the other studios during Voice Lesson times. Once all voice lessons are complete, there will be at least a 30 minute break of no lessons at all in the studios to allow for air exchange.

**FSM Room Diagram
For placement of pianos/keyboards, students and instructors**



Product Resources - The FSO does not endorse or promote any of the following companies.

Split Masks

[J.W. Pepper](#)

Win-D-Fenders

[Win-D-Fender](#)

Bell Covers

[J.W. Pepper](#)

[SAS Promotions Stretchable Covers](#)

Sources Used

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