

# RISK ASSESSMENT & SAFETY PLAN



## COVID-19 IN-PERSON LESSONS

The following outlines the potential risks and hazards in our group piano lessons, and how we will address them to ensure that we can carry out our lessons as safely as possible. Windows will be open for ventilation purposes, fans and an air purifier will also be used.

### Arrival

Upon arriving, all students and families **MUST** wear masks when inside the building.

\*\*\*An exception is made for children under 5 and if there is a medical reason for why a mask cannot be worn.

Everyone will be offered hand sanitizer outside of the classroom, on entry and exiting the classroom. Please use the washroom to wash your hands if you've been out on the playgrounds and/or just finished a meal.

Teachers will be asking each student a Covid-19 health screening questionnaire before entering the teaching studio. All teachers and staff who are onsite will also be asked before entering the teaching studio.

### Waiting Area

Students and families who arrive early or on time are to wait and line up outside the building before their lesson. The teacher will come out and let you know when you can come in for your lesson.

If you arrive late for your lesson, you can go directly to your classroom. There is no waiting area inside the building or sit in waiting area during lessons in order to maintain social distance measures.

### Drop Off & Pick-Up

To maintain physical distancing, **ONLY ONE** parent/guardian will be allowed to drop-off and pick-up their child during the lesson. No siblings and pets will be permitted inside the building. Parents are to keep a 6 feet distance upon pick-up and students will be picked up one by one.

\*\*\*Exceptions are made to this policy and will follow a case by case basis such as a need for the child's sake.

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### Group Piano Lessons In-Person Distancing

All digital keyboards will be placed 6 feet apart in our classroom and facing away from one another. All keyboards and headphones will be sanitized after each student and we will be disinfecting hard surfaces throughout the day.

Students are to bring their own pencils and workbooks to lessons. Any games will be given out individually so that they are not sharing and wiped with antibacterial gel prior to their next time of use.

As such a 10-minute break between lessons will be worked into the timetable in order to have a smooth transition between lessons, and cleaning time.

### Zoom Lessons Onboarding

All students and families will be onboarded with our online lessons format before or during the first month of group piano lessons. If we need to close the studio at any point, all lessons will continue online through Zoom.

### Missed Lesson

If a student is unable to come for a group lesson due to sickness or preventive measures, please notify the studio within 2 hours of the start of lesson time. Homework will be assigned and the student can continue at home for the following week's lesson. There are no refunds, or transfers. A make-up credit will be provided as long as they give 24 hours notice, by cancelling on the My Music Staff Calendar. Students can use the make-up credit for the term by finding an opening on the calendar. Make-up credits must be used within the Term that they signed up for. There are no make-up credits, transfers, and refunds for camps, workshops, and special events.

As instructed by the provincial health officer and the BC CDC, we ask that anyone with symptoms of COVID-19 including fever, chills, cough, shortness of breath, sore throat and painful swallowing do not attend lessons in person.

If a student has been in direct contact with someone who has a confirmed or presumptive case of the COVID-19 virus or has travelled out-of-country, please do not attend in person lessons until they are clear of the virus.