



## 2020 COVID-19 SAFETY PROTOCOLS AND PROCEDURES

### WHAT TO BRING:

- Mask or Face Covering
- Labeled clear water bottle
- Personal Hand Sanitizer
- Instrument and supplies (reeds, swab, valve oil)
- Towel
- Bell covering
- Headphones

### BEFORE/AFTER SCHOOL REHEARSALS

#### HEALTH SCREENING FORM:

All students are required to fill out the Pre-Screening Form if attending a rehearsal or performance before or after school. This screening needs to be filled out for **EVERY** individual for **EVERY** rehearsal, and should be filled out **prior** to leaving the house along with a routine temperature check (within one hour of the start of rehearsal). Should a student answer "Yes" to any of the questions on the form, that student should stay at home. Please allow enough time to complete the form and a temperature check so that we can start rehearsal on time. Per COVID-19 protocols, at no point will parents be allowed in the buildings - parents are to strictly drop students off, and remain in their vehicles. You can access the form by clicking the link

TCMS Band [Pre-Screening Google Form](#)





### DROP OFF PROCEDURES:



### ARRIVAL:

- Upon arrival to campus, vehicles will pull into the last driveway labeled bus ramp and stop in front of door 4A.
- Students must remain in their vehicle until a band director verifies completion of the Pre-Screening form.
- If the form has been completed the student will walk (with a face covering) and wait against the outside wall to the band hall. A band director will be there to take their temperature.
- Parents will then pull into the parking spots across from the field and remain in your parked vehicle until you see your student. Enter the Band Hall after the temperature check. If your student doesn't pass the initial
- Temperature Check in the Band Hall, you must wait the 10min for them to cool down and have another check. (This student can wait in your car or will be moved to our isolation room.)
- If the student still doesn't pass the Temperature Check they MUST go home or they will be sent to an isolation room. Should a student register a temperature of over 100
- degrees that student will be allocated a cool down period of 10 minutes before being
- checked again. If a student's temperature does not fall below 100 degrees after the 10



- minute cool down period, that student will need to return home. This is why the Driver must stay in the parking lot until this is determined.
- Once students have filled out the google form and pass the temperature check they will enter then band hall and go straight to their assigned seat (all seats will be labeled with names for rehearsals)

#### **AFTER CHECK-IN:**

- Once the student passes the Temperature Check (less than 100 degrees) and a clear water bottle is verified the student will take all of their belongings to their socially distant rehearsal chair. All students will be assigned a chair that they will use this chair each time they are in rehearsal.



#### **PICK-UP PROCEDURES**

\* All students after school and virtual students before school

- Students will exit the band hall using door 4A.
- All students will need to be picked up in the front of the school. Please DO NOT block traffic. Pull all the way up to the end of the driveway. Students will be dismissed by sections to



help alleviate any congestion and to allow staff to better monitor the distancing behaviors of our students. Students are to go directly to their vehicle, maintaining social distancing.

- Pick up time begins 5 minutes after rehearsal end time. This will allow for us to
- properly sanitize any used equipment as well as allow time for students to release in
- smaller groups.
- All students will exit to the Back band hall door, then use the sidewalk to get to the front of the school.
- Students will be expected to keep their face mask on while waiting to be picked up.
- There will be no access to the Band Hall after rehearsals. All students will need to take their instruments and all personal belongings home each day. Tuba players may be the only exception.

#### **ENTERING THE BAND HALL (IN PERSON PROCEDURES)**

- Students and staff not wearing masks may not enter the band hall or rehearsal rooms for any reason while an active rehearsal is taking place
- All doors will be propped open during class changes to allow for fewer touch points.



- Students will stand on the Xs outside of the band hall or 402 and wait for a director to ask them to enter and allow for social distancing.
- Masks must be worn when entering the band hall and rehearsal rooms, as well as when students are not actively playing instruments.
- When you enter the band hall you will sanitize your hands with the hand sanitizer provided.
- Once you enter you will follow the arrows on the floor in the band hall, pick up your instrument (keep in case) and sit in your designated area.



- Backpacks will go on the back of chair and your case can go to the right side of your chair.
- Wait for a director to tell you to assemble your instrument.

### **REHEARSAL PROCEDURES**



- Each student will have an assigned area and will be expected to keep both their instruments, belongings, and water bottle with them at their chair.
- Students will need everything at their seat, you will not be allowed to leave their designated seats.
- Students will be expected to remain in their designated area with their mask on.
- Students may not leave their designated area unless using the restroom.
- Students will need to have their bell covers on.
- Students will need their towels for emptying water from instruments
- Students will wear masks when not actively playing instruments. \*Percussionists should keep their masks on during the entire rehearsal.

### **EXITING THE BAND HALL**

- Students will be dismissed by rows to put instruments up at the end of class to allow for social distancing.
- Students will then return to their designated area.
- Students will be dismissed from the band hall by rows to allow for social distancing.





- Students will sanitize hands on their way out.

### **BAND HALL LAYOUT**



- Student chairs have been positioned 6 feet apart to allow for distancing.
- Trombone chairs have been designated 9 by 6 feet apart.
- Students will be assigned their designated areas and must remain in that area during class.

### **OUTDOOR REHEARSALS:**



- Outdoor rehearsals are the safest environment and will be utilized when the weather permits. It will also be utilized if our in person numbers change in order to allow room for social distancing.
- Students will be distanced 6ft apart and will wear their masks when not actively playing..
- Students will be dismissed from their designated areas in the band hall by rows and line up under the awning at the bus ramp in 2 rows.
- While rehearsing outdoors, students will be expected to stay at a minimum distance of 6ft at ANY point during the rehearsal.

### **ONCE HOME:**

Once the student returns home, it is safest for the student to immediately shower and change out of the clothes in which they were wearing each Rehearsal/Performance if possible. As an added safety precaution, students should also sanitize any instrument cases/equipment before



bringing it into their homes and before leaving their homes if possible. Students should frequently change out their face covering or wash/sanitize.

### **ADDITIONAL SUMMARY OF DISTRICT PROTOCOLS:**

#### **PRE-SCREENING PROCESS:**

- All members and staff are required to complete the online COVID-19 Daily Screening Questionnaire for symptoms prior to leaving home. Staff members are also having their temperature checked when we arrive at campus.
- If a student answers "yes" to any of the questions on the survey, that student will need to stay home. If a student registers a temperature of 100 degrees or higher while at home, that student should not show up to campus.
- Temperatures will be scanned and logged by staff upon arrival. Students exceeding a
- temperature of 100 degrees will be allowed a ten minute cool down period before being scanned again. We have many students who walk to campus or have heightened exposure
- to the sun while traveling to campus.
- Once on campus, students will be required to wear a face covering.
- Should a student hold a temperature of 100 degrees or higher for more than 10 minutes, that student will be required to return home.

#### **SOCIAL DISTANCING PROCEDURES:**

- Once performers exit their vehicle they will proceed to the check in area with Staff, maintaining at least 6 feet between others.
- Each student will be required to wear a mask upon arrival.
- Once a student has been cleared, they are to proceed directly to the rehearsal area.
- Directions will be given to the student by a staff member in that area.
- Students will not gather in groups and should stay at least 6ft-10ft apart from each other when not rehearsing and continue wearing their face covering.

#### **ADDITIONAL SAFETY MEASURES:**

- All rehearsal spaces have been measured and marked to meet TEA/UIIL Social Distancing Guidelines.
- Staff will continually wipe down all music stands and equipment used by staff and/or students. In addition, staff will consistently wipe down high contact areas such as door handles and seating areas.
- Students must use their clear water bottle, filled at home. The campus is working on a plan for refills.
- Performers are NOT to share equipment, water, or other supplies.



- Performers are not to touch one another for any reason, maintaining the required distance at all times.
- Restrooms will be available. Only one student should use the restroom facility at a time. Students should wash their hands using soap and warm-water after using the restroom as well as sanitize their hands once back in the rehearsal space.
- Students are encouraged to bring their own hand sanitizer if possible. We understand that some students may have reactions to certain brand sanitizers, therefore those students are suggested to bring a sanitizer that is safest for them. We will have multiple bottles of hand sanitizer available for student use.

#### **SANITIZING PLAN:**

- Hand sanitizer will be provided for students to sanitize their hands upon entering the check in area.
- A staff member will observe each student sanitizing their hands upon entering the check in area.
- Hand sanitizer will be available throughout rehearsal. Students need only ask a staff member.
- Students will not be provided towels.
- Students are encouraged to not directly touch their face with their hands.
- Students should be taught to sneeze or cough into the inside of the elbow / shoulder area.
- If there are any events that would naturally contaminate the hands the student should re-sanitize their hands immediately before returning to rehearsal.
- Students will be asked to re-clean their hands when exiting the building during pick up times.
- Sanitizing will be enforced upon entry to any facility, at each station, and before leaving.
- Facilities will be sanitized at the beginning and end of every day. Equipment will not be shared or provided, though performers are encouraged to sanitize their personal equipment at the beginning and end of each day.
- Equipment sanitizer will be available throughout rehearsal for performers to request as desired.





Pre-Rehearsal Screening

