



Lamont School of Music COVID-19 Operations Protocol

The University adopted this protocol to be in full compliance with current state and local orders and consistent with existing federal and state guidance. The Provost's Office may issue updated protocols, which become effective upon adoption, to comply with changes in state and local orders, to be consistent with new federal and state guidance, or to adapt to changing conditions on campus. Please watch for updates to these protocols and regularly check the [DU COVID-19 website](#) for news and other important information.

Lamont School of Music COVID-19 Operations Protocol

The University has implemented a [phased approach](#) to returning employees and students to campus and resuming activities on campus in accordance with state and local orders, Colorado Department of Public Health (CDPHE) and Centers for Disease Control (CDC) guidance, and University policy and protocols.

All Lamont School of Music faculty, staff, and students must have completed the 5 steps to return to campus prior to campus access, and all individuals must continue to complete twice-daily symptom monitoring.

Please refer to the [DU COVID-19 website](#) for all updates on current policies.

Auditions

1. Auditions will be conducted remotely when possible.
2. Faculty, accompanist and all students will wear masks at all times.
3. In-person auditions must be:
 - a. conducted only in large volume rooms (Newman 100, 130, and 140; Gates Hall);
 - b. limited in duration to no more than 90 minutes, followed by a period of no less than 30 minutes with no individuals in the room; and
 - c. limited in attendance to a maximum of 2 faculty members and 1 accompanist (if needed) with
 - i. all attendees maintaining at least a 12 feet distance from the auditioning student and at least 6 feet distance from each other; and
 - ii. all individuals maintaining social distancing as they enter and exit the room.

Instrument specific protective equipment

1. Musicians playing wind instruments must:
 - a. use bell covers or instrument bags for trumpet, trombone, tuba, euphonium, horn, clarinet, bassoon, saxophone, and oboe;
 - b. use absorbents to collect saliva when emptying their instrument; and
 - c. dispose of used absorbents in the trash bins upon exiting ensemble rehearsals and practice rooms.

Ensemble rehearsals

1. Ensemble rehearsals (vocal, wind, string and percussions) will be permitted only in approved space and, when possible, will occur outside.
2. Faculty and all students will wear masks at all times.
3. Vocal and wind ensembles will have the highest priority for the scheduling of outside classrooms.
4. Ensemble rehearsals that are conducted indoors must be:
 - a. conducted only in Newman 100, 130, or 140, Gates Hall, or Hamilton Hall;
 - b. limited in duration to:
 - i. no more than 30 minutes for Newman 100, 130 and 140, and for Hamilton Hall, followed by a period of no less than 30 minutes with no individuals in the room;
 - ii. no more than 45 minutes for Gates Hall, followed by a period of no less than 15 minutes with no individuals in the room; and
 - c. within the posted room capacity limits for each location with all attendees (students and faculty members) maintaining at least 12 feet social distancing from each other during the ensemble rehearsal and at least 6 feet social distancing as they enter and exit the rehearsal room.

Practice Rooms

Individuals must schedule practice rooms electronically via the SignUpGenius links provided on PioneerWeb.

1. Individuals must not enter any room that is not their assigned practice room.

2. Reservations for practice rooms must not exceed 90 minutes.
3. Only one individual is allowed in the practice room at any time.
4. All individuals must wear a face mask at all times during the practice session unless the individual is [singing](#) or playing a wind instrument.
5. Prior to entering the practice room, an individual must wash hands, including if the individual leaves the practice room in the middle of a session to use the restroom, get a snack, etc.
6. Before beginning a practice session and at the end of the practice session, in accordance with the [University of Denver COVID-19 Protocols for Cleaning and Disinfection](#), the individual must use the provided disinfectant and cleaning supplies to wipe down all commonly exposed surfaces, which include door hardware, light switches, phones, keyboards, and other items physically contacted. Follow instrument specific cleaning protocols for instruments in the practice room that are available and used.
7. All practice rooms must remain vacant at least 30 minutes after each session in which the room has been used to allow the HVAC system to recirculate air in the room.
8. Brass players must (a) not allow saliva to collect on the floor; (b) use absorbents to collect all saliva before emptying instrument's valves into the trash; and (c) dispose of used adsorbents in the trash bin upon exiting the practice room.
9. All individuals must wash hands again before exiting the building.
10. If there are no disinfectant and cleaning supplies available in the practice room, do not use the practice room. Contact the building coordinator, Michael Furry (303.871.6980), about obtaining more disinfectant and cleaning supplies.

Private Lessons/Voice Coaching

Student lessons will occur through a combination of in-person and remotely with a preference for remote lessons when possible. For in-person lessons, no more than two people (the student and the faculty member) are permitted in the session.

Vocal and voice coaching in-person lessons

1. Both the faculty member and the student must wear face covering at all times.
2. The faculty member and student must maintain at least 12 feet distance at all times.
3. The studio for the lessons must be at least 200 square feet.
4. Lessons must not last longer than 30 minutes.
5. After each lesson, the room must remain empty for at least 30 minutes, and the faculty member must leave the studio for that period.

Wind instrument in-person lessons

1. Both the faculty member and student must wear face coverings at all times.
2. The faculty member and student must maintain at least 12 feet distance at all times.
3. The studio for the lessons must be at least 200 square feet.
4. Lessons must not last longer than 30 minutes.
5. After each lesson, the room must remain empty for at least 30 minutes, and the faculty member must leave the studio for that period.
6. Musicians must follow the instrument-specific protective equipment requirements set forth above.

String/percussion/keyboard in-person lessons

1. Both the faculty member and student must wear face coverings at all times.
2. The faculty member and student must maintain at least 6 feet distance at all times.
3. The studio for the lessons must be at least 200 square feet.
4. Lessons must not last longer than 50 minutes.
5. After each lesson, the room must remain empty for at least 10 minutes, and the faculty member must leave the studio during this time.

String coaching in-person sessions

1. The faculty member and all students must wear face coverings at all times.
2. The faculty member and all students must maintain at least 6 feet distance at all times.
3. All coaching sessions will occur in large volume rooms (Newman 100, 130, and 140, and Gates Hall).
4. Sessions must not last longer than 50 minutes.
5. After each session, the room must remain empty for at least 30 minutes, and the faculty member must leave the space for that period.

Lockers

Students who want a locker to store instrument(s) must contact Michael Furry for a locker assignment. Lockers must only be used by the individual's assigned to whom the locker is assigned. To be courteous and protect the health and safety of fellow students:

- Students must minimize time accessing their lockers, and
- Students must not congregate in hallways and lounge areas adjacent to the lockers

Reed Room

1. The Reed Room is **only available for to work on reeds**. Those interested in accessing the Reed Room must schedule a time via the SignUpGenius links provided on PioneerWeb.
2. Only one individual (student, staff or faculty member) is allowed in the Reed Room at a time.
3. All reservations for the Reed Room must be made in advance for sessions lasting no longer than 90 minutes.
4. All students, staff, and faculty members must wear a face covering while working on reeds in the Reed Room.
5. The lockers in the Reed Room will not be used for the Fall 2020 Quarter to store instruments.
6. Using the disinfectant and cleaning supplies provided, each individual must wipe down the countertop before and after making reeds.
7. All individuals must wash their hands before and after using the Reed Room.
8. If Students have their own tools, they must store them in their assigned locker outside the Reed Room.
9. All individuals must wear gloves at all times when using shared equipment.
10. Shared equipment will be cleaned with the provided cleaning supplies before and after will be vacant for minimum of 30 minutes following use.
11. This allows the HVAC system to effectively clear air in the room and lower the risk of transmission.
12. The door to the Reed Room must remain closed when the room is not being used.
13. If there are no cleaning supplies available, do not use the Reed Room. Contact the building coordinator, Michael Furry (303.871.6980), about obtaining more supplies.

Piano Cleaning

The following steps apply to pianos that are present practice rooms only. Performance pianos will be cleaned prior to and after use following specific guidelines under the supervision of Lamont faculty.

1. Before using the piano, clean any areas you will touch using the disinfectant and cleaning supplies provided. Spray the liquid onto a paper towel and go from one end of the keyboard to the other wiping each key, then back the other way. **DO NOT SPRAY PIANO DIRECTLY.**
2. Throw away all used paper towels in the trash bins provided in the room immediately after use.
3. At the end of your session, and before leaving the practice room, repeat the cleaning process described above
4. After leaving the practice room, wash your hands well before exiting the building or eating.