

# NEMPAC

North End Music & Performing Arts Center

NEMPAC is here for you and your family during these uncertain times. Following Boston Public School closures through the end of this school year, lessons have remained online. Following Governor Baker and Mayor Walsh's guidelines, a number of NEMPAC locations prepare to reopen.

**We have developed the following policies, guidelines, and protocol to successfully provide a safe environment for our community. We will continue to provide updates on re-opening.**

The following policies, requirements & health safety protocols are supported by Government [guidelines for re-opening](#) and the CDC.

## NEMPAC COVID-19 Reopening Policies

*Effective: July 24, 2020*

**Music, Dance, and Theatre Education** in our current local environment requires a collaborative social effort – we all need to do our part. During your programming at NEMPAC, we are asking all our students, faculty, staff, and visitors to follow our health and safety guidelines which include, but are not limited to:

- **WEARING A FACE COVERING AT ALL TIMES in all studios, classrooms, common areas, and instructional sites**
- MAINTAINING 6 FEET between you and instructor, staff, or peer
- WASHING/SANITIZING YOUR HANDS before and after instruction
- NOT PERMITTED in our facilities anyone displaying signs or symptoms of COVID19
- SANITIZING INSTRUMENTS and equipment used during lesson or class after each use
- 10-MINUTE BUFFER will be scheduled between all in-person lessons and classes
- MAXIMUM CAPACITY of 2 persons at all times in the Prado Studios community room

Note: Voice, brass, woodwinds, and any choral program will be held virtually until January 2021. Any updates, revisions or changes will be communicated.

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## NEMPAC COVID-19 Program Policies & Guidelines

### **PRIVATE MUSIC INSTRUCTION:**

In addition to the policies listed above:

- Instructors are not able to hold or touch a students' hand-held instrument at any time.
- Students should bring their own instrument from home, NEMPAC in-house instruments will not be available for instruction (with the exception of pianos/keyboards in studios).
- During drop-off programs only, no visitors are allowed in the studios, however parents, caretakers, and students may wait in the front community room (limited to two individuals at one time including NEMPAC administrator).
- Any and all instruments should be wiped with sanitizing wipes before and after each use.
- Faculty should use sanitizing wipes to wipe door handles when exiting studio
- 10-minute buffer between each lesson must be scheduled by NEMPAC administration

### **GROUP MUSIC INSTRUCTION:**

In addition to policies listed above:

- Maximum student enrollment is 4
- Parents/caretakers or guests are not permitted to stay at the facility during programming. The program is drop-off and pick-up only.

### **ENSEMBLES / CLASSES:**

In addition to policies listed above:

- Maximum student enrollment is 10
- One Instructor / Faculty allowed in classroom
- Parents, caretakers or guests are not permitted to stay at the facility during programming. The program is drop-off and pick-up only.
- Students must leave the building right away following class. If a parent or caretaker is late for pick-up, the instruction is subject to postponement or cancelation.

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- No food is permitted in the classroom. If a group class is over 2 hours and requires food/beverage break, snack should be consumed outside

## **SUMMER PROGRAMS:**

In addition to policies listed above:

- Maximum student enrollment is 10
- Instructor / Faculty member will be the same the entire program
- Parents/caretakers or guests are not permitted to stay at the facility during programming. The program is drop-off and pick-up only.
- 1 staff member able to support daily check-in & workshop waiver signing but must remain near the entry-way door of space.
- No food is permitted in the classroom. If a group class is over 2 hours and requires food/beverage break, snacks should be consumed outside.
- If a full day program (4 hours+) students must spend at least 2 hours minimum per day outside in the Prado area. An exception will be considered for bad/ hazardous weather.
- No sibling discounts available

## **CONCERTS OR PUBLIC EVENTS:**

In addition to policies listed above:

- All concerts will be held on a virtual platform through January 2021 and subject to continuation depending on COVID19 situation.
- Artists will perform together in NEMPAC facility or performance space and live stream the program.
- Artists must adhere to all policies listed above.
- Vocal music programs: singers must stand 8ft from accompanist or other musicians, as well as project to an area of the room away from all other musicians.

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## NEMPAC COVID-19 Sickness Policy & Internal Protocol

### SICKNESS POLICY:

- If a student, staff member, instructor, or concert attendee is experiencing signs or symptoms or sickness, **the individual is not permitted to attend the program**. Please notify NEMPAC administration right away 617-227-2270 or [info@nempacboston.org](mailto:info@nempacboston.org). In case of an emergency, please call Executive Director, Sherri Snow at 860-614-6852.
- For tuition-based programs in our community music school, we will work on a case-by-case basis to support you the best we are able or transfer credit to another future program should sickness arise, however we will adhere to all cancelation policies.
- Temperatures **will not be checked upon arrival** of any program, however designated NEMPAC staff personnel will communicate with each student and NEMPAC faculty upon arrival to help confirm wellness or symptoms of any illness. Please see [CDC Signs & Symptoms guide](#).
- Prior to drop-off every day or week, parents should check students for fever, cough, or any [signs/symptoms of illness](#).
- Faculty are not permitted to teach or enter the building with any symptoms of illness and must wait two weeks until re-entry and resuming instruction.

### INTERNAL PROTOCOL IF SICKNESS OCCURS:

Following CDC Guidelines:

- Close off areas used by the person who is sick.
- Open outside doors and windows to increase air circulation in the area.
- Wait 24 hours before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.
- Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls, and ATM machines.
- [Vacuum the space if needed](#). Use a vacuum equipped with a high-efficiency particulate air (HEPA) filter, if available.
- Do not vacuum a room or space that has people in it. Wait until the room or space is empty to vacuum, such as at night, for common spaces, or during the day for private rooms.

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- Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility.
- Once an area has been appropriately disinfected, it can be opened for use.
- Workers without close contact with the person who is sick can return to work immediately after disinfection.
- If more than 7 days have passed since a person considered sick visited or used the facility, additional cleaning and disinfection is not necessary.
- Standard business cleaning and disinfection practices to maintain a healthy environment should be routine.

Thank you for helping us keep our in-person programs safe!