



GUNNEDAH CONSERVATORIUM COVID-19 Safety Plan

Parents and Students

- Students must not attend class if they are unwell with COVID-19 symptoms or have had contact with a known or suspected case of COVID-19.
- If your child presents unwell at any point, they will be removed to an isolation point (depending on venue) and parents/guardians will be contacted to collect them ASAP.
- To reduce crowding parents will not be permitted to enter any studios without prior discussion with the teacher/Director and waiting space will be closed to parents.
- Waiting Spaces: Where a studio has a waiting space, this area will be used for students only before and after class time and those who have a break between classes.
- Drop off procedures: Where possible please let your child enter the Conservatorium on their own. Students should arrive as close as possible to the start and finish time of their lesson
- Pick up procedure: It is essential that parents be punctual when picking up students.
- When inside the venue students and staff must observe signage.
- Hand sanitisers will be provided at entry and exit to the buildings. Students must use before entering.
- Physical distancing markers will be used within the venues to maintain social distancing.
- Students and staff are to observe the 1.5 metre rule whilst within the venues.
- The number of people in the venue will not exceed the capacity limit of one person per 4 square metres (staff and students).
- Please send students with their own drink bottle.
- Label all items as there will be no lost property. Anything left behind will need to be disposed of.
- Office hours will be between 10am to 6pm Monday – Friday. If you need to come to reception to pay a bill, see a staff member or ask a question please come during these hours and observe social distancing.
- Students are encouraged to go to the bathroom and wash their hands before entering the studio. Bathrooms will be restricted to the limit of one person per 4 square metres.
- Contactless payment preferred. If payment by cash, the correct amount should be handed over.

Teachers

- Teachers must not attend work if they have been unwell with COVID-19 symptoms or have had contact with a known or suspected case of COVID-19
- If a child presents unwell at any point teachers are responsible to remove them to the isolation point and contact the parent to collect.
- Staff to observe the 1.5 metre rule at all times.
- Hygiene measures: teachers are responsible to wipe down touch points such as pianos, instruments, music stands, desks, etc in between each class. Props are to be kept to a minimum and wiped down in between use. Office staff to wipe down common spaces during the afternoon.
- Gloves and masks are to be worn if physical contact is necessary (i.e.. applying first aid).
- Please keep up to date with current policies and in-house training.
- Hand sanitisers will be provided at entry and exit to the buildings. Students must use before entering.
- Physical distancing markers will be used within the venues to maintain social distancing.
- Teachers are to observe the 1.5 metre rule whilst within the venue.