

ArtForms Music Provision: Autumn 2020

Covid-19: Guidance for all stakeholders, including schools, teaching staff and other partners.

03/09/20 Update – this includes the key elements of the latest DfE guidance (from 28/8) but please note that, as subsequent guidance is issued, it is likely that this document will be updated again. The latest version will be always be available at: <https://artformsleeds.co.uk/music>

18/09/20 Update – this provides supplementary information to clarify key points:

Singing with a class

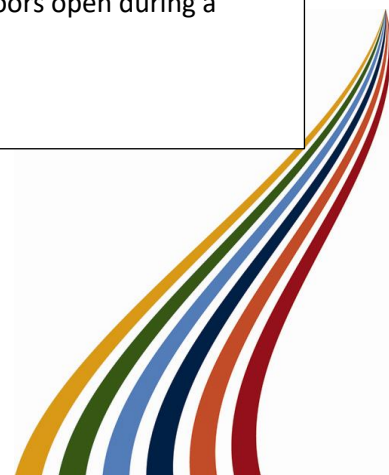
- Can take place with a class of 30 if outdoors or in a larger, well ventilated space, such as the Hall, with children at least 1m apart and the AF member of staff at least 2m distance. **It should not take place in a classroom.**
- Can take place in a regular size classroom with a group of 15 children at least 1m apart if the AF member of staff is able to maintain at least 2m distance;
- To maintain best pedagogical practice, EYFS children should continue to sing in music lessons – if in a class of 30, they should sing outdoors or in a large space with the AF member of staff at least 2m distance, or in groups of 15 if in a classroom space with the AF member of staff at least 2m distance.

Playing instruments with a class

- Brass and woodwind – specific restrictions in place for singing (above) apply
- Other instruments can be used with 30 children in a classroom with cleaning protocols in place **if** the AF member of staff is able to maintain at least 2m distance. If it is not possible to maintain this distance the lesson should move to a larger, well ventilated space, or the group size reduced to enable the member of staff to maintain at least 2m distance.

Key points to implement for all

- **Distance from others** - ArtForms staff must remain at least 2m distance from children and adults **at all times** when in schools and settings – teaching a smaller group, moving children within the classroom or moving into a large enough space may be needed to accommodate this; maintaining this 2m distance is vital to our continued work in schools and should not be compromised **unless with mitigation such as facemasks, visors** and screens
- **Sanitisation** – ArtForms staff **must** wash hands or use hand sanitiser on entering every school and (at least) on leaving every classroom or teaching space;
- **Ventilation** – A music teaching space should be aired at least every 45 minutes or between classes / groups (whichever is the shortest period of time). This time should be built in (alongside cleaning requirements) between classes or groups. In addition, leave windows and doors open during a session where possible. Please refer to Music Mark guidance on ventilation



1. Introductory Comments

As schools reopen, and as all children and young people return to education from September onwards, “all pupils should have access to a quality arts education. Music, dance and drama build confidence and help children live happier, more enriched lives, and discover the joy of expressing themselves. There may, however, be an additional risk of infection in environments where singing, chanting, playing wind or brass instruments, dance and drama takes place”. (DfE 28/08/20)

There has been a great deal of information circulated in recent months concerning music education in the context of the current Covid-19 situation: perhaps too much to be easily assimilated. The purpose of this document is to collate the key messages from the current regulations (particularly from the DfE), together with some information as to how this can be interpreted and implemented most effectively in schools and elsewhere. There are many pieces of research into the safety of various musical activities, but this document confines itself to the regulations currently in force in England.

ArtForms takes the safety of learners, of staff and of the community very seriously, and is taking all appropriate steps to manage the risks of Covid-19 in a music education context.

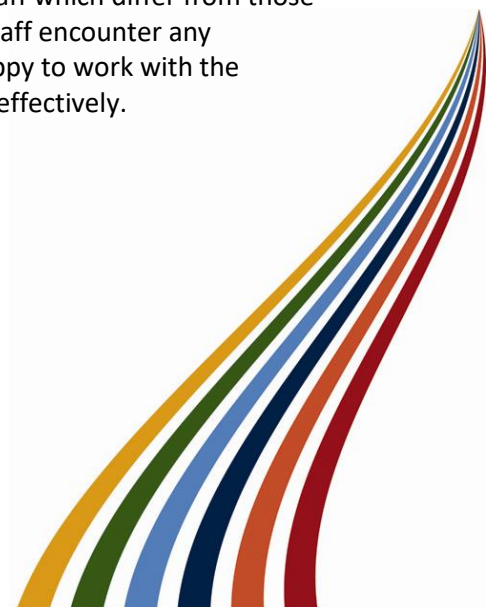
2. Working with visiting tutors

The DfE’s guidance is clear that schools can continue to engage peripatetic teachers during this period and this would include staff from ArtForms. All ArtForms staff have received guidance concerning safe practice and schools seeking further clarification may contact ArtForms directly. Face-to-face tuition (with necessary safeguards) is the most effective means of teaching and learning, and ArtForms staff will be available to return to schools from Monday 14th September 2020. An online tuition service will continue where this is not possible, following its successful pilot implementation during the Summer Term.

All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable, but schools are advised that they must do everything possible to minimise contacts and mixing. The overarching objective should be to reduce the number of contacts between pupils/students and staff whilst also offering a broad curriculum.

Within this context, all ArtForms staff will be expected to comply with the school’s arrangements for managing and minimising risk, including taking particular care to maintain distance from other staff and pupils. If a school has any specific policy requirements for ArtForms staff which differ from those set out in this document, please contact the Artforms office. If ArtForms staff encounter any difficulty in implementing ArtForms policy, ArtForms leadership will be happy to work with the school to seek a solution which will enable music to be learned safely and effectively.

3. Whole Class music



ArtForms stands ready to work with schools, to support school leaders and teachers in order to find the best ways for music to be a central part of the recovery curriculum. This covers Whole Class Tuition and National Curriculum teaching when delivered by an ArtForms teacher.

Groups of pupils should be kept apart, meaning that schools should avoid large gatherings such as assemblies or collective worship with more than one group. Singing, wind and brass playing should not take place in larger groups such as school choirs and ensembles, or school assemblies.

Schools should consider how to reduce the risk, particularly when pupils are playing woodwind or brass instruments or singing. Whilst there is now no maximum number stated in the guidance and a whole class bubble of 30 pupils can participate in whole class music (including singing), it is still important to ensure tutors are at least two metres away from the front row of the class (in order to protect the class bubble and the staff member). In addition, risks are further reduced by positioning pupils back-to-back or side-to-side, avoiding sharing of instruments, and ensuring good ventilation. In some situations, therefore, it may still be necessary to split a class into two smaller groups to enable all pupils to benefit from this tuition. Where possible, ArtForms will seek to be flexible about the length of visits while the current situation persists to allow this to happen, or to enable other timetabling solutions to be found.

Additionally, you should keep any background or accompanying music to levels which do not encourage teachers or other participants to raise their voices unduly. If possible, use microphones to reduce the need for shouting or prolonged periods of loud speaking or singing. If possible, do not share microphones. If they are shared, follow the government guidance on handling equipment.

4. Small group and individual learning

When learning in small groups and individually, lessons should involve physical distancing (and playing outside wherever possible). Group sizes should be proportionate to social distancing guidance within the space available. Pupils should be positioned back-to-back or side-to-side. Measures should include specific social distancing between pupil and teacher (current guidance is that if the activity is face-to-face and without mitigations, 2 metres is appropriate), accounting for ventilation of the space being used. Pupil and teacher should be positioned side by side if possible.

This may limit group activity in these subjects in terms of numbers in each group. It will also prevent physical correction by teachers and contact between pupils.

5. Specific issues – mainly concerning singing, and playing woodwind and brass instruments

When planning music provision, schools should consider additional specific safety measures. Although singing and playing wind and brass instruments do not currently appear to represent a significantly higher risk than routine speaking and breathing at the same volume, there is now some evidence that additional risk can build from aerosol transmission with volume and with the combined numbers of individuals within a confined space. This is particularly evident for singing and shouting, but with appropriate safety mitigation and consideration, singing, wind and brass teaching can still take place. Measures to take follow in the next sections:



Playing outdoors

Playing instruments and singing in groups should take place outdoors wherever possible.

Playing indoors

If indoors, use a room with as much space as possible, for example, larger rooms; rooms with high ceilings are expected to enable dilution of aerosol transmission. If playing indoors, limiting the numbers to account for ventilation of the space and the ability to social distance. It is important to ensure good ventilation. Advice on this can be found in Health and Safety Executive guidance on [air conditioning and ventilation during the coronavirus outbreak](#).

Singing, wind and brass playing

Singing, wind and brass playing should not take place in larger groups such as choirs and ensembles, or assemblies unless significant space, natural airflow (at least 10l/s/person for all present, including audiences) and strict social distancing and mitigation as described below can be maintained.

Social distancing

In the smaller groups where these activities can take place, schools should observe strict social distancing between each singer and player, and between singers and players, and any other people such as conductors, other musicians, or accompanists. Current guidance is that if the activity is face-to-face and without mitigating actions, 2 metres is appropriate.

Seating positions

Pupils should be positioned back-to-back or side-to-side when playing or singing (rather than face-to-face) whenever possible. Position wind and brass players so that the air from their instrument does not blow into another player.

Microphones

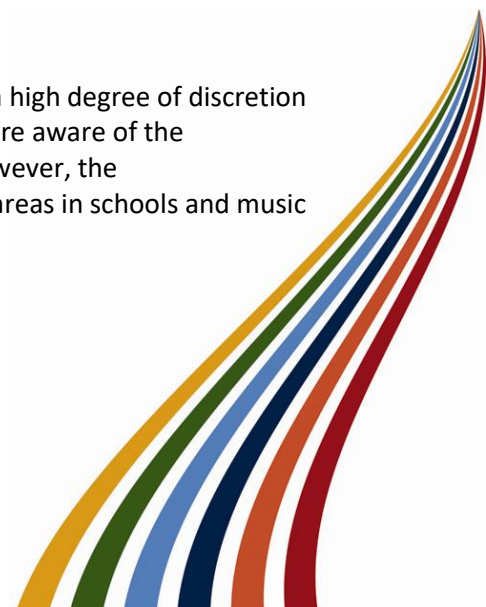
Use microphones where possible or encourage singing quietly.

By considering and adopting these cumulative risk mitigation measures, the overall risk will be reduced.

6. Resources – making music rooms and instruments safe

Hand washing. ArtForms staff will be issued with hand sanitiser, and will use it before and after each teaching group.

Face Masks: Bearing in mind the latest DfE guidance which gives schools a high degree of discretion about the wearing of face masks, ArtForms staff will need to ensure they are aware of the requirements of each individual school and adhere to that. In general, however, the recommendation would be that face masks should be worn in communal areas in schools and music



centres (where social distancing is more difficult to maintain) but, in most cases, this would not be applicable or feasible in a lesson/class situation.

Ventilation: In line with all national advice, teaching areas should be kept as well ventilated as possible

Woodwind, brass and string instruments will not be shared. ArtForms instruments for hire to schools will be clean on arrival, and will have been disinfected, or where this is not possible, will have been allowed time for the risk from the virus on the surface of the instrument to have passed (at least five days). If an ArtForms member of staff needs to handle a child's instrument (to tune it, oil valves or perform simple maintenance), the staff member will use hand-sanitiser before and after or, where appropriate, wear gloves provided by ArtForms, which will be disposed of after use.

Woodwind and brass instruments produce condensation. This should not be allowed to drip on to the floor, but should be collected on disposable paper towels (provided by Artforms) and disposed of by the student in a way agreed with the school.

Instruments such as **classroom percussion, keyboards and other instruments normally shared** may continue to be shared, but should be disinfected/wiped down between uses. (This also applies to drumsticks and beaters). Recorders will need to be fully disinfected between uses. Where these instruments are currently associated with National Curriculum teaching, you may wish to consider not using such instruments for the time being - but if they are used, they should not be passed between children without being wiped down/disinfected first.

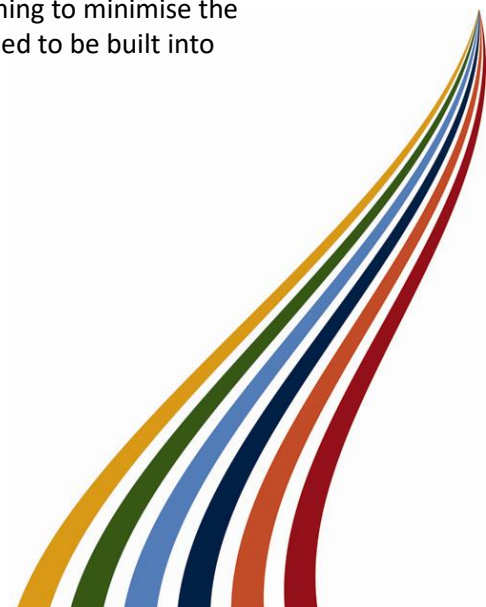
Specialist rooms (including studio spaces and practice rooms) may be used either with equipment being cleaned between each 'bubble' of pupils or left unused for up to 72 hours.

ArtForms staff will be issued with appropriate wipes, and will ensure that frequently touched surfaces are wiped down between teaching groups. (This will include, but is not limited to, door handles, handrails, table tops, music stands etc.)

Handling scores, parts and scripts: limit handling of music scores and parts to the individual using them –everyone should have their **own copies of music** which they keep from week to week – ideally printing their own copies off rather than handing out but this may not always be possible. In addition, learners should not share **music stands**

ArtForms staff will need to build in additional time in schools (and music centres) to enable these precautions to be taken while the current situation persists, whilst also aiming to minimise the amount of time out of teaching and learning. This is something that will need to be built into timetabling/scheduling from September.

7. Ensembles and groups



Extra-curricular activities are an important way for pupils to re-connect with each other, and ArtForms will be happy to help make them happen. They should be kept within year groups or other 'bubbles' wherever possible and if not, take place in small consistent groups.

Singing, wind and brass playing should not take place in larger groups such as school choirs and ensembles, or school assemblies.

If planning an indoor or outdoor face-to-face performance in front of a live audience, schools should follow the latest advice in the DCMS [performing arts](#) guidance, implementing events in the lowest risk order as described. If planning an outdoor performance they should also give particular consideration to the guidance on delivering [outdoor events](#).

8. Additional Comments about Saturday morning city wide music centres

Much of what has been covered earlier in this document would apply to music centre provision and all centres and their staff will have access to the PPE equipment referred to above.

However, there are some additional aspects which music centres will need to consider such as:

- Restricting the number of people on site (particularly in communal areas) – consideration may therefore need to be given to staggered lesson start times and, in the case of younger learners, parents dropping off at the door.
- Everyone will need to use hand sanitiser upon entry to the centre
- Signing in procedures/registration systems will need to be very robust
- Toilet facilities will need to be considered carefully

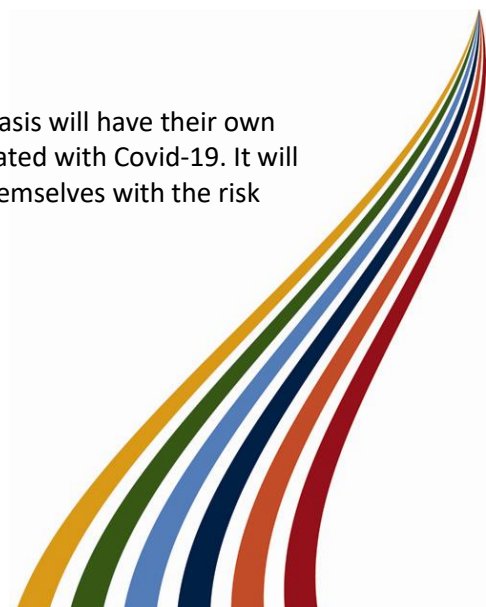
Risk assessments: see comments below but each centre will need to consider its own risk assessment that links closely to that of the host school

9. Risk Assessments

A separate ArtForms Risk Assessment will be drawn up prior to the start of the term using the Council's agreed 'Safe Systems of Work' (SSOW) and risk assessment pro-forma. However such is the complexity of the music service with its huge range of different activities/provision, that it is difficult to create one single risk assessment that would adequately cover all aspects of what the service provides – although, in many respects the key purpose of this guidance document is to mitigate against the overall risks that the service as a whole will face from September onwards.

Therefore, please note the following:

- All the schools in which ArtForms teachers work on a peripatetic basis will have their own risk assessments in place which address the additional risks associated with Covid-19. It will therefore be necessary for visiting music teachers to familiarise themselves with the risk



assessment documentation for the schools they work with and consider this alongside the guidance in this document.

- Music Mark have provided all music services/music hub members with a wide range of risk assessment templates to support services with the safe return to Music Teaching in schools. These can be adapted for ArtForms Music teams and music centres as an additional level of assessment for use by service staff as needed – indeed, many schools may find these useful documents to supplement their own risk assessments. These risk assessment cover the following areas:

- Class Singing
- Whole class (blown and non-blown instruments)
- Small ensembles
- Music technology
- Instrument changeovers
- SEND
- Rick/Pop
- Peripatetic Tutions (all)

These are available through the links below for Music Mark members – the templates can be also be shared if needed.

10. Concluding Comments

We all know that these are difficult times for all in education. The government aspiration is that: ‘the curriculum remains broad and ambitious: all pupils continue to be taught a wide range of subjects, maintaining their choices for further study and employment.’ Music can and should be part of this. We may have to find different ways of doing this in the future: ArtForms will look for the best ways to give the best to learners, working in partnership with schools and families

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Appendix 1

Useful links to current guidance and other relevant documents

https://www.musicmark.org.uk/news/teaching-music-in-schools/?utm_source=Master+Audience+List&utm_campaign=6f2c89d60b-EMAIL_CAMPAIGN_2020_02_26_11_49_COPY_01&utm_medium=email&utm_term=0_acb48a8f0a-6f2c89d60b-451791661&mc_cid=6f2c89d60b&mc_eid=461059e8ff

<https://www.candomusic.org/>

<https://www.musicmark.org.uk/wp-content/uploads/Guidance-for-Providers-August-2020.pdf>

<https://www.musicmark.org.uk/resources/music-unlocked-guidance-for-schools-and-music-providers/>



https://www.ism.org/images/files/ISM-Literature-Review_July-2020_FINAL.pdf

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe>

<https://www.ism.org/advice/instrument-hygiene-preventing-the-spread-of-covid-19-when-performing-or-teaching>

<https://www.ism.org/images/files/COVID-19-Advice-on-cleaning-keyboards-from-the-RCO.pdf>
<https://publichealthmatters.blog.gov.uk/2020/01/23/wuhan-novel-coronavirus-what-you-need-to-know/>

<https://www.nature.com/articles/s41407-020-0313-1>

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#music-dance-and-drama-in-school>

