



# Altrincham Music School

## Arrangements for Lessons during Covid 19 pandemic

The Department for Education recognises the importance of out-of-school education for the academic development and emotional wellbeing of children and young people. To this end, they have issued specific guidance for settings such as ours to promote safe operation and ensure that any risk of transmission of Covid 19 is reduced.

The guidance can be found here:

<https://www.gov.uk/government/publications/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak>

This document sets out the actions we are taking to ensure we are operating in line with the DfE guidance. It should also be noted that many aspects of our provision already comply with best advised practice – for example our teaching groups are smaller than 15 students and have consistent membership.

DfE guidance	AMS actions / expectations
<b>Prevention</b>	
Minimise contacts with those who are unwell by ensuring that those who have symptoms of Covid 19, live with someone who does or have been told to self isolate do not attend the setting.	Students who have symptoms of Covid 19, live with someone who has symptoms or live in a household where someone has been told to self isolate <b>MUST NOT</b> attend Altrincham Music School until they have had a negative Covid 19 test.
Clean hands more regularly	Hand sanitising stations have been installed in the reception area and in each studio. All students <b>MUST</b> sanitise their hands on arrival <b>BEFORE</b> using any equipment.
Ensure good respiratory hygiene by promoting 'Catch it, bin it, kill it'	Posters / displays in the school
Cleaning frequently touched surfaces more frequently than usual using standard cleaning products	Increased cleaning regime
Minimising contact and mixing by altering [as much as possible] the environment [such as layout] and timetables	<ul style="list-style-type: none"> <li>• Studios have been reorganised with fewer instruments to facilitate social distancing.</li> <li>• All students will face the same direction</li> <li>• No waiting allowed in the reception area</li> <li>• Toilet facilities will not be available except in emergency</li> <li>• Where possible, students should be dropped at the entrance and enter the building alone to reduce the number of possible contacts.</li> <li>• Lesson times have been staggered to reduce number of possible contacts.</li> </ul>
<b>Response to any infection</b>	
Engage with NHS test and trace process	We will keep records of which students attend lessons, including dates and times and provide contact details to NHS test and trace as requested. [Families data protection (GDPR) notice has been amended to reflect this]
Manage confirmed cases of Covid 19 amongst our community	Should there be a confirmed case of Covid 19 we will seek and comply with advice from the local health protection team.
Contain any outbreak by following local health protection team advice	

**Specific measures**

Per risk assessment

Our building is multiple occupancy with one entrance. Whilst we can schedule our lesson times, we cannot affect visitors from the other occupants. Although transitory contact [such as passing in a corridor] is not considered high risk, we have taken the decision to require all our students over age 11 [below age 11 at parents' discretion] to wear a face covering when entering the building and leaving the school. Once students are in their studio, face coverings may be removed for the duration of the lesson [or kept on if preferred]. Teachers will not be wearing face coverings to teach.