

## 2021-2022 COVID-19 Guidelines and Protocols

*These guidelines and protocols are as of January 7, 2022*

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### Introduction:

*We at CMCB are continuing to work hard to provide safe programming in our building, and online. We are taking careful steps to move forward thoughtfully and with everyone's safety in mind. These guidelines are subject to change, and we will notify you of changes. Thank you for being a member of our community!*

如果您需要国语翻译，请问Elizabeth, [ecai@cmcb.org](mailto:ecai@cmcb.org)  
 para Español, habla con Juan, [jsuarez@cmcb.org](mailto:jsuarez@cmcb.org)  
 pour le Français, S.V.P visitez Michael, [mdepasquale@cmcb.org](mailto:mdepasquale@cmcb.org)

### Table of Contents:

Page	#
<b>PROGRAMMING OVERVIEW</b>	
Programming Availability	2
<b>PROTOCOLS: In-Person Lessons, Classes, and Visits</b>	
Guidelines for Entering CMCB Space (In-Person Visits)	3
Guidelines for In-Person Instruction & Instrument Protocols	4
<b>HEALTH AND SAFETY</b>	
When to Come, and When Not to Come	5
What Happens If You Have a Positive Case	6
What Happens if Symptoms Present Onsite	7
What Happens If A Positive Case Occurs in our Community	7
<b>POLICIES</b>	
CMCB COVID-19 Workplace Coordinators	8

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### **CMCB PROGRAMMING OVERVIEW:**

#### **Programming Availability:**

- CMCB will continue offering online learning opportunities.
- All private lesson students (including Piano, String, Guitar, Percussion, Winds, Brass, and Voice) will have an online OR in-person programming option.
- All onsite ensembles and groups will adhere to DESE (Massachusetts Department of Elementary and Secondary Education) distancing guidelines for music and arts programs.
- In the event that the Board of Health recommends closure, lessons will shift online.

**For a full class listing, visit [register.cmcb.org](https://register.cmcb.org)**

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para Español, habla con Juan, [jsuarez@cmcb.org](mailto:jsuarez@cmcb.org)  
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### **GUIDELINES FOR IN-PERSON LESSONS AND CLASSES:**

*We at CMCB are continuing to work hard to provide safe programming in our building, and online. We are taking careful steps to move forward thoughtfully, and with your safety in mind. We ask that you please abide by the following policies for programming taking place in person this year for everyone's safety. These guidelines are subject to change.*

#### **Policies for All Visitors to CMCB:**

- **We strongly encourage everyone over the age of 5 to get the COVID-19 vaccine and booster (if eligible) to help keep our community safe.**
- Visitors, vendors, and concert attendees will be required to check in using the paper log or their mobile device. Staff, faculty, and enrolled students and their families will not be required to check in for lessons and classes. All guests will be required to check in at special events.
- Please respect our community by wearing a well-fitted face mask (see [CDC recommendations here](#)) at all times. **Masks are required for all individuals over the age of 2, regardless of vaccination status. Masks must cover both the mouth and nose at all times.**
- All individuals are encouraged to wash or sanitize hands upon entry to CMCB.
  - Hand sanitizer stations are available in common areas.
  - All visitors, students, and faculty are encouraged to take frequent breaks for hand washing or disinfecting of hands with sanitizer.
- We encourage social distancing when moving around CMCB.
- Students, parents, and caregivers are not allowed to enter offices, the kitchen, or use office equipment without permission.

## 2021-2022 COVID-19 Guidelines and Protocols

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- Students, parents, and caregivers are asked to refrain from eating onsite unless necessary for a health condition. If you must eat while onsite, please make arrangements with the front office who will be able to assign a safe space for you.
- Please Note: CMCB employees have specific guidelines about mask requirements. ***These mask requirements are only applicable to CMCB employees.*** Current CMCB guidelines allow employees to remove their masks when:
  - When mutually agreed upon, employees may follow current State and CDC guidelines when in a closed office space.
  - All employees are required to wear their masks (**covering both the mouth and nose**) while in CMCB common spaces.

### Guidelines for In-Person Instruction & Instrument Protocols

- **Piano, percussion, strings, and guitar students and faculty** will wear a face covering, covering the nose and mouth at all times. This includes during lessons and classes.
- **Wind students and faculty** will wear a face covering, covering the nose and mouth during lessons and classes, except while actively playing their instrument. The use of absorbent pads to collect condensation when necessary is required .
- **Brass students and faculty** will wear a face covering, covering the nose and mouth during lessons and classes, except while actively playing their instrument. Bell covers are required for brass instruments. The use of absorbent pads to collect condensation is also required.
- **Voice students and faculty** will wear a face covering, covering the nose and mouth during lessons and classes. The use of "singers' masks" are encouraged.
- **All students and faculty** will keep a distance between them of 6 feet whenever possible and a minimum of 3 feet at all times.
- REMINDER: CMCB will continue offering online learning opportunities. All private lesson students (including Piano, String, Guitar, Percussion, Winds, Brass, and Voice) will have an online or in-person programming option.

## 2021-2022 COVID-19 Guidelines and Protocols

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### **HEALTH AND SAFETY GUIDELINES**

#### **Monitoring for Symptoms:**

**Prior to coming to CMCB, all students, families, faculty and staff are required to monitor for symptoms of COVID-19.** If you have been symptom-free for the 72 hours prior to your programming or visit, you may come to CMCB while following CMCB's mask protocol. If you have any symptoms, **STAY HOME** and contact your doctor. Symptoms of COVID-19 are as follows:

- Fever (100.4° or higher), chills, or shaking chills
- Cough (not due to other known cause)
- Difficulty breathing or shortness of breath
- New loss of taste or smell
- Sore throat
- Muscle aches or body aches
- Nausea, vomiting, or diarrhea
- Headache, when in combination with other symptoms
- Fatigue, when in combination with other symptoms
- Nasal congestion or runny nose (not due to other known causes, such as allergies) when in combination with other symptoms

#### **CMCB COVID-19 Health and Safety Precautions:**

- If you are not feeling well and do not have a negative test for COVID-19 (antigen or PCR), **STAY HOME**, regardless of vaccination status. All private lessons can be moved online. Call the Front Office to arrange moving your lesson online.
- Students, family members, and caregivers who are feeling ill or have experienced symptoms (e.g., fever, cough, sore throat) in the 72 hours prior to entry at CMCB are not permitted to attend in-person programming unless they

## 2021-2022 COVID-19 Guidelines and Protocols

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have a negative COVID-19 test (antigen or PCR), regardless of vaccination status.

- If there is an active diagnosed COVID-19 case with whom you are in regular contact, **or** if you have been exposed to a diagnosed individual within the last 5 days:
  - If you are fully vaccinated (and boosted if it has been more than 6 mos since you completed your vaccine), you can continue to attend in-person programming as long as you are symptom free
  - If you are NOT fully vaccinated, you must stay home for 5 days and may return after day 5, assuming you have no symptoms
- If you have suspected or known exposure or have been instructed to stay home by a doctor, please STAY HOME.

### **If a student tests positive for COVID-19**

- If a student tests positive for COVID-19, they should notify CMCB and refrain from entering CMCB for 5 days. They may move their private lessons online if they wish. Please contact the Front Office for assistance with this.
- They may return to in-person programming on day 6, assuming the following:
  - They have been fever-free for 24 hours (and without taking fever-reducing medications)
  - Experienced improvement in other symptoms
  - When possible, per CDC guidelines, take a CDC antigen test to confirm they are no longer positive for COVID-19
  - Following the 5 day isolation period individuals should continue to wear a well-fitted mask while around others for an additional 5 days
  - They are not a wind, brass or vocal student
- Given CDC guidance to continue wearing a well-fitted mask for 5 days following isolation, winds, brass and vocal students may not return to in person

## 2021-2022 COVID-19 Guidelines and Protocols

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programming for 5 additional days. Winds, Brass, and Voice students may return to in-person CMCB programming after 10 days of isolation.

### **If a student feels ill at CMCB...**

- Any student who displays symptoms of COVID-19 *as noted above* will be instructed to leave the building immediately.
  - If a student is unable to leave immediately, they will be moved to an Isolation Room until they can be sent home.
  - ***Note: If a student becomes ill during a lesson, a parent or caregiver must be able to pick the student up within 10 minutes.***
- If a student is sent home from a Group Lesson, CMCB Staff will notify all parents/guardians of classmates for an option of immediate pickup.

### **If a member of our community tests positive for COVID-19 and has been onsite, we are committed to the following actions based on recommendations from the Board of Health**

- In the event that a visitor (student, caregiver, faculty, staff, contractor, etc.) who has been onsite tests positive for COVID-19, CMCB will contact the MA Department for Public Health to determine next steps with regards to closure and contact tracing.
- CMCB will inform employees, students and families of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the Americans with Disabilities Act (ADA) and HIPAA (Health Insurance Portability and Accountability Act).



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### **CMCB COVID-19 Workplace Coordinators**

The COVID-19 Workplace Coordinators are Meghan Jasani and Michael DePasquale. The Workplace Coordinators are responsible for COVID-19 issues and their impact at the workplace. For questions about the Health and Safety plan or other concerns, contact them at [jasani@cmcb.org](mailto:jasani@cmcb.org) or [mdepasquale@cmcb.org](mailto:mdepasquale@cmcb.org).

如果您需要国语翻译，请问Elizabeth, [ecai@cmcb.org](mailto:ecai@cmcb.org)  
para Español, habla con Juan, [jsuarez@cmcb.org](mailto:jsuarez@cmcb.org)  
pour le Français, S.V.P visitez Michael, [mdepasquale@cmcb.org](mailto:mdepasquale@cmcb.org)