Peabody Preparatory return to campus guidance for applied instruction

This Return to Campus Guide contains recommended health and safety protocols to put in place when Johns Hopkins University begins its gradual, multiphase resumption of on-campus activities. It is intended to apply to all members of our Peabody community—Johns Hopkins affiliates (faculty, staff, students, post-doctoral fellows, and trainees), as well as contractors, vendors, visitors and guests—while on campus or in university facilities. We anticipate that these guidelines will evolve as the changing severity of the pandemic and our ability to respond to it allow us to move through the phases of our return-to-campus framework, subject to state and local regulations and our own public health assessment. The guidelines will be updated with community input in later phases of our response as we are able to increase the density and level of activity on campus.

Campus Density and Social Distancing
- Social distancing is important for everyone—and required by the university—specially to help protect people who are at higher risk of getting very sick. Everyone on campus is expected to follow social distancing practices. Specific recommendations for applied instruction are detailed below by discipline.
- Campus will be de-densified to maintain recommended social distancing protocols by moving academic course work online and focusing on campus instruction for applied classes.
- All rooms will be designated with signs indicating maximum capacity for specific instructional use following occupancy guidance provided by Johns Hopkins Facilities and Real Estate architects.
- All staff deemed non-essential for onsite student instruction will continue to work remotely until further notice.

Universal Face Coverings
- Face masks or face coverings must be worn by everyone (including all faculty, staff, students, parents, postdoctoral fellows, other trainees, guests, vendors, and visitors) indoors and outdoors, on campus and in university buildings and in and around leased spaces at all times.
- Exceptions to the requirement for universal face coverings inside are limited to time spent in a single-occupancy office with a closed door, while eating or drinking or in other designated spaces for staff to eat, following instructions about single occupancy or distancing of more than 7 feet apart.
- Students, faculty and staff will be issued two reusable, cloth masks as well as instruction regarding mask donning, doffing, and cleaning.
- Signage reminders of best practices (social distancing, face masks, hand hygiene) will be placed throughout campus in hallways.
- Face shields are available on a case-by-case basis for those who are teaching or working on campus. Faculty and staff including GAs, TAs and paid accompanists will be prioritized.

Hand Hygiene
- Everyone must wash their hands often with soap and warm water for at least 20 seconds, especially after they have been in a public place or after blowing their nose, coughing, sneezing,
or touching their face. It is also suggested that everyone wash their hands as they enter and exit various on-campus spaces and before eating. It is advised that all community members should avoid touching their eyes, nose, and mouth.

- If soap and water are not readily available, people can use a hand sanitizer that contains at least 60% alcohol. They should cover all surfaces of their hands and rub them together until they feel dry.
- Signage will be placed in prominent locations around campus and specifically in bathrooms, outside of bathrooms and throughout buildings in high-traffic areas.
- Hand Sanitizing stations will be placed outside elevators, inside elevators, in lobbies, inside of each major entrance and each hall, and in other high traffic areas.

Cleaning and Sanitizing
- Housekeeping will clean surfaces once daily, as well as disinfecting of high-touch surfaces in common areas once daily

- Ensemble rooms and Dance Studios:
  - Routine daily cleaning by Housekeeping
  - Facilities will provide spray bottles of disinfectant and towels or disinfecting wipes; Faculty and students are responsible for wiping high-touch surfaces between lessons.
  - Housekeeping will disinfect each space daily with E-Mister.

- Practice Rooms and Pianos:
  - Routine daily cleaning by Housekeeping
  - Each practice room will be supplied with disinfecting spray and a towel or wipes. Students will be responsible for wiping down surfaces, music stands, chair, doorknobs, light switches, and other high-touch areas before and after use.
  - Housekeeping will disinfect each space daily with E-Mister.
  - It will be the student’s responsibility to clean keys in Practice Rooms and Faculty’s responsibility in Studios, and instructors and Piano Maintenance staff will ensure that keys are wiped down after each use.
  - Facilities will provide cleaning supplies and necessary signage for cleaning instructions.

- Teaching studios and Office spaces:
  - Routine daily cleaning by Housekeeping
  - Facilities will provide spray bottles of disinfectant and a towel to occupied offices.

- Bathrooms
  - Shared bathrooms cleaned with disinfectant twice daily, including Residence Hall shared bathrooms.
  - When disinfecting, staff will check for CDC poster, wear proper PPE, (mask, gloves, etc.), sweep/mop floor, use the proper EPA chemical products, sanitize with handheld or backpack sprayer, cover all surfaces, and allow proper drying time.

Ventilation/Mechanical Systems
- All campus spaces will be reviewed for ventilation functionality to ensure adequate air exchange. Supplemental mechanical solutions such as air purifiers, fans, air scrubbers and Merv16 air filters will be installed where necessary
Preparatory Onsite Private Instruction
Guitar, Harp, Percussion, Piano, Strings, Woodwinds, and Brass

Families and faculty who are concerned about returning to campus may remain fully online for their instructional delivery.

- **Phase 0 and 1**: All Peabody Preparatory guitar, harp, percussion, piano, string, woodwinds, and brass instruction is online.

- **Phase 2a**: See below for full details:

Private lessons for Strings, guitar, harp, percussion, piano and composition and use of Recording Studios
4-week rotation of faculty cohorts

- Masking for all participants
- Teaching studio must accommodate social distancing of 6 ft (7.5 ft on-center)
- Lessons of no more than 60 minutes
- A room vacancy between each lesson to allow for a minimum of 3 air exchanges
- Daily disinfection following JHU recommendations for classrooms
- Faculty/students responsible for cleaning of music stands, piano keyboards and other surfaces via disinfectant wipes before and after each lesson (similar to lab guidance in other divisions)

Private lessons for Wind and Brass

- Masking and face shield required for teacher and accompanist.
- Woodwinds and Brass students will wear a mask while playing which includes a small straight slit in a surgical style mask, or commercially available masks for this purpose. This mask is for playing, not general use outside of rehearsal. A second mask without a slit should be used at any time when not playing
- Bell covers should be used that include a MERV13 filter (Available from the Preparatory)
- Teaching studio must accommodate a minimum social distancing of 6 ft (7.5 ft on-center) for all instruments except trombone, which should be 10.5 ft distance from the bell
- Lessons of no more than 30 minutes
- A room vacancy between each lesson to allow for a minimum of 3 air exchanges
- Daily disinfection via disinfectant mister/fogger and/or disinfectant wipe down per JHU recommendations
- Faculty/students responsible for cleaning of music stands, piano keyboards and other surfaces via disinfectant wipes before and after each lesson
- Practice water key etiquette. Drape water valve and collect condensate in towel or WindSorb
  Disinfect towel/WindSorb after use (Available from the Preparatory)
- Instrument bell should not be directed towards others

Additional Preparatory guidance

- Faculty assigned an “onsite” week
- Downtown lessons will move to Towson
• Howard County and Annapolis students will remain online till we have received specific guidance from each landlord regarding their plans for campus access for tenants. Once access has been granted, we will follow the above rotations for onsite access
• Where feasible, private lesson faculty will be assigned 2 rooms so faculty can alternate between rooms to allow for air circulation between lessons and to manage a back-to-back schedule. Where this is not feasible, for a minimum of 3 air exchanges must be left between classes.
• Faculty may also choose to request a larger space to hold monthly studio classes for small groups of students to work with an accompanist in place of regular private lesson.

Onsite Instrumental – Ensembles, Repertoire and Studio Classes

Guitar, Harp, Percussion, Piano, Strings, Woodwinds, and Brass

Families and faculty who are concerned about returning to campus may remain fully online for their instructional delivery.

• **Phase 0 and 1**: All Peabody Preparatory guitar, harp, percussion, piano, string, woodwinds, and brass instruction is online.

• **Phase 2a**: See below for full details:

**Instrumental Ensembles, Repertoire and Studio Classes - Guitar, Harp, Percussion, Piano, and Strings**

4-week rotation of faculty or **student** cohorts

• Masking required for all individuals.
• Social distancing of 6 ft (7.5 ft on-center markings) for all students
• Classes/Rehearsals of no more than 60 minutes
• A room vacancy between each lesson to allow for a minimum of 3 air exchanges
• Daily disinfection via disinfectant mister/fogger and/or disinfectant wipe down per JHU recommendations
• Faculty/students responsible for cleaning of music stands, piano keyboards and other surfaces via disinfectant wipes before and after each lesson

**Instrumental Ensembles, Repertoire and Studio Classes – Woodwinds and Brass**

4-week rotation of faculty **or student** cohorts

• Masking required for all individuals. Woodwinds and Brass students will wear a mask while playing which includes a small straight slit in a surgical style mask, or commercially available masks for this purpose. This mask is for playing, not general use outside of rehearsal. A second mask without a slit should be used at any time when not playing
• Bell covers should be used that include a MERV13 filter (Available from the Preparatory)
• Social distancing of 6 ft (7.5 ft on-center markings) for all students with the exception of trombone students where distancing of 10.5 ft from the bell will be used
• Utilize plexi shields for flutes and trumpets in lieu of face shields
• Rehearsals of no more than 30 minutes before a break that will include a room vacancy to allow for a minimum of 3 air exchanges. Rehearsal may resume following the appropriate break.
• Daily disinfection via disinfectant mister/fogger and/or disinfectant wipe down per JHU recommendations
• Wind and brass instrument bells should not be directed towards others
• Practice water key etiquette. Drape water valve and collect condensate in towel or WindSorb. Disinfect towel/WindSorb after use. (Available from the Preparatory)
• Faculty/students responsible for cleaning of music stands, piano keyboards and other surfaces via disinfectant wipes before and after each lesson

Additional Preparatory guidance

• Floors marked to clearly define distances
• Faculty assigned an “onsite” week for large ensembles OR student groups assigned an “onsite” week for large ensembles with other group participants participating via zoom.
• Downtown classes will move to Towson
• Howard County and Annapolis students will remain online till we have received specific guidance from each landlord regarding their plans for campus access for tenants. Once access has been granted, we will follow the above rotations for onsite access
• Where feasible, group class faculty will be assigned 2 rooms so faculty can alternate between rooms to allow for air circulation between lessons and to manage a back-to-back schedule. Where this is not feasible, for a minimum of 3 air exchanges must be left between classes.

Onsite Dance Instruction

Families and faculty who are concerned about returning to campus may remain fully online for their instructional delivery.

• Phase 0 and 1: All Peabody Preparatory dance instruction is online.
• Phase 2a: See below for full details:

Dance classes – Low Aerobic Activity
4-week rotation of faculty or student cohorts

• Masking required for all individuals at all times, including while dancing
• Explore masks specifically developed for athletic work, such as Under Armour SportsMask.
• Social distancing of 6 ft (7.5 ft on-center markings)
• No contact or close dancing permitted
• Classes of no more than 60 minutes
• 30-minute room vacancy between each lesson to allow for adequate air exchange and drying time for disinfectants
• Daily disinfection via disinfectant mister/fogger and/or disinfectant wipe down of all touch surfaces cleaned after each class

Dance classes – High Aerobic Activity
4-week rotation of faculty or student cohorts
• Masking required for all individuals at all times, including while dancing
• Explore masks specifically developed for athletic work, such as Under Armour SportsMask.
• Social distancing of 12 ft
• No contact or close dancing permitted
• Limit to no more than 10 individuals per room (instructor plus 9 students), other than exceptional volume spaces, such as the basketball arena, where the count can go to 18 individuals.
• Classes of no more than 60 minutes
• 60-minute room vacancy between each lesson to allow for adequate air exchange and drying time for disinfectants
• Daily disinfection via disinfectant mister/fogger and/or disinfectant wipe down plus disinfection of dance floor and all touch surfaces cleaned after each class

Additional Preparatory guidance

• Floors marked to clearly define distances
• Faculty assigned an “onsite” week OR student groups assigned an “onsite” week with other group participants participating via zoom
• Downtown classes will move to Towson
• Where feasible, dance faculty will be assigned 2 rooms so faculty can alternate between rooms to allow for air circulation between lessons and to manage a back-to-back schedule. Where this is not feasible, a minimum of 3 air exchanges must be left between classes for low aerobic activity and 60-minutes for high aerobic activity

Early Childhood Music

**Phase 0 and 1:** All Peabody Preparatory Early Childhood instruction for all campuses will remain online.

**Phase 2a:** All Peabody Preparatory Early Childhood instruction for all campuses will remain online.

**Phase 2b:** All Peabody Preparatory Early Childhood instruction for all campuses will remain online.

**Phase 3:** All Preparatory operations return to normal

Voice and Choral

**Phase 0 and 1:** All Preparatory Voice and Choral instruction for all campuses will remain online.

**Phase 2a:** All Preparatory Voice instruction for all campuses will remain online. Some onsite voice opportunities may be possible once the Preparatory returns to the Downtown Campus and can access low latency studio spaces to better accommodate these activities safely. All Preparatory Choral instruction for all campuses will remain online, however, further exploration into limited in-person outdoor opportunities based on current guidelines will be further explored, pending approval.
Phase 2b: All Preparatory Voice instruction for all campuses will be online. Some onsite opportunities may be possible once the Preparatory returns to the Downtown Campus and can access appropriate studio spaces to better accommodate these activities safely. All Preparatory Choral instruction for all campuses will remain online and may explore some limited onsite outdoor opportunities, based on current guidelines.

Phase 3: All Preparatory operations return to normal.