



## \*SERIOUS ABOUT SAFETY\*

### 2021-22 PROTOCOLS

Last updated 9.1.21. Approved by the Board of Directors on 9.2.21

#### About these Protocols

The possibility of transmission of COVID-19 is very real. Given that we have more than 160 students coming from more than 70 different schooling scenarios, we are compelled to do everything possible to mitigate transmission. Our goal with these protocols is to create the conditions for us to make music safely together – in-person! – and remove as much risk as possible of TRYPO students contracting the virus at a TRYPO event and thereby spreading it to their families, friends, school classmates, and teachers. TRYPO cannot be a ground zero for an outbreak. Adherence to these guidelines is required for participation in all in-person activities. We are incredibly proud of our track record last spring when, to our knowledge, we had zero cases of transmission from our activities. We want to keep it that way.

This season’s COVID-19 Safety Protocols are going to be utilizing the “Swiss cheese model of pandemic defense.” We recognize that no one single layer of intervention is going to prevent the spread of the coronavirus and the shut-down of our rehearsals and concerts, but numerous layers of defense give us the best chance of success. We’re going to start our season with many layers of defense for the first month or so and see how we are doing. When we do well and/or transmission levels in our region start to fall again, we’ll reassess our strategies as we are able to and our venues allow us to, and continue to monitor and adjust.

We appreciate so much the understanding, cooperation, patience, and flexibility of our families – those traits are going to be the reason we are able to make music together safely, which is our number one goal!

There is a great deal of information included in this document. We have attempted to anticipate all the various scenarios. Here is a brief summary:

**Vaccinated students:** Current protocols require a mask and instrument PPE, a weekly health check submitted before arrival, and check-in protocols. Some of our safety protocols may be relaxed as our venues and evolving circumstances allow and/or as transmission rates decrease in our region. Practice good hygiene, don’t share items, and follow TRYPO staff instructions and chair placements. Help keep the room clean. When in doubt regarding your own health, stay home and participate via Zoom.

**Unvaccinated students who are eligible for the vaccine:** May only participate if a medical or religious exemption is filed and approved. These students are required to follow additional COVID prevention measures, in addition to what is required for vaccinated students.

**Unvaccinated students not yet eligible for the vaccine:** May participate with additional COVID prevention measures. When a student who is not yet eligible for the vaccine becomes eligible (child turns 12 years old or FDA emergency authorization is approved for younger children), we will expect that the student receives the first dose within three weeks of becoming eligible or files medical or religious exemption request in order to continue to participate. The student will need to continue to follow additional COVID prevention measures until they are considered fully vaccinated (two weeks past the final dose).

# Mandatory Student COVID-19 Vaccination Policy

## Purpose

In accordance with Three Rivers Young Peoples Orchestras' duty to provide and maintain an educational environment that is free of known hazards, we are adopting this mandatory COVID-19 vaccination policy to safeguard the health of our students and their families, and the community at large from infectious diseases such as COVID-19 and its known variants. This policy will comply with all applicable laws and is based on guidance from the Centers for Disease Control and Prevention and the Pennsylvania Health Department, as applicable.

## Scope

All students who participate in Three Rivers Young Peoples Orchestras in-person programming and are eligible to receive the COVID-19 vaccine are required to receive the COVID-19 vaccine unless a reasonable accommodation is approved. Students not in compliance with this policy may not participate in in-person activities.

## Procedures

As of May 12, 2021, all individuals over the age of 12 are eligible to receive the COVID-19 vaccine in the United States. Three Rivers Young Peoples Orchestras has been relying on voluntary compliance. Three Rivers Young Peoples Orchestras has determined that it is in the organization's best interest to require in-person students to be fully vaccinated for COVID-19 or any of its variants. As a result, prior to the first in-person rehearsal all students must: (1) provide proof of vaccination or (2) request and have approved an accommodation as detailed below. Proof of vaccination must include the date the student received the dose(s) of the vaccine and the type of vaccine received. Students may get any of the COVID-19 vaccines that are approved in Pennsylvania at the time of vaccination. As of the date of this policy, Pfizer-BioNTech is the vaccine currently available for children under 18 years old.

## Reasonable Accommodation

Students in need of an exemption from this policy due to a medical reason, or because of a sincerely held religious belief, must request an accommodation. To request an accommodation for one of the above reasons, please notify the TRYPO's Executive Director Lindsey Nova in writing of your accommodation request ([Lindsey@trypo.org](mailto:Lindsey@trypo.org)) to receive a copy of the accommodation request form. Three Rivers Young Peoples Orchestras will determine if a reasonable accommodation can be provided so long as it does not create an undue hardship and/or does not pose a direct threat to the health or safety of other staff or students.

## Additional COVID-19 mitigation steps for non-vaccinated students

Students who are not yet eligible for the COVID-19 vaccine or who have an approved medical or religious exemption on file will have additional mitigation protocols in place.

- We will start the season with non-vaccinated students providing a weekly negative COVID-19 test result (either rapid test or PCR test) prior to each rehearsal/event.
  - A negative rapid test must be taken within 24 hours of rehearsal/event start.
  - A negative PCR test must be taken within 72 hours of rehearsal/event start time.
  - PCR or rapid tests may be administered by a third-party entity, or TRYPO will also accept an FDA-approved at home rapid test (such as BinaxNOW COVID-19 Antigen Self-Test at Home Kit). TRYPO will assist with expense of a home rapid test for families who have applied for scholarship assistance and demonstrated financial need.
  - All test results must be marked with the student's name, date and time of the test. Test results should be emailed to TRYPO staff at least one hour prior to rehearsal/event start time.
- TRYPO will make best efforts for non-vaccinated students to have ensemble placement that observes at least six feet of distance. This may in some cases result in lack of rotation or placement in the back of the ensemble or in an unusual spot in the room. Families should not consider this placement punitive, simply

for efficiency of space and to avoid non-vaccinated students having to walk past many students to get to their chair.

- Non-vaccinated students' masks must be double-layer cloth mask, KN-95 or N-95, or surgical mask. Masks must be tightly fitted around the nose and mouth. There should be no gapping at any time while the student is at TRYPO event space. TRYPO can provide a surgical or KN-95 mask. These requirements will stay in place for unvaccinated students likely the whole season.
- When a student who is not yet eligible for the vaccine becomes eligible (i.e. turns 12 years old or FDA emergency authorization is approved for younger children), we will expect that the student receives the first dose within three weeks of becoming eligible. The student will need to continue to follow these expanded protocols until they are considered fully vaccinated (two weeks past the final dose).
- When an unvaccinated student needs to drink water or if there is a snack/meal being eaten on site, the mask should only be removed at six feet of distance from other students or staff.
- Non-vaccinated students will not be able to travel with TRYPO in June 2022.
- TRYPO takes the safety of our students and your surrounding circles of influence very seriously. If these protocols are not followed at any time while the student is at Duquesne University campus or the any of our other rehearsal or performance locations, the student can be dismissed from participating in TRYPO. TRYPO will not provide refunds for dismissal due to lack of policy adherence.

## COVID-19 Mitigation Steps for TRYPO staff, Coaches, Conductors

The TRYPO Board of Directors approved a similar vaccination policy for staff, conductors, and coaches on August 27, 2021. All TRYPO staff, conductors, and coaches are required to follow the same protocols as the students to start the season as it relates to masking and instrument PPE. We will start the season with weekly rapid tests for conductors as one additional data point to keep students safe. It is possible that the mask mandate may be removed for staff, conductors, and coaches per the guidance of Duquesne University or our other host venues, and when the state of transmission in our region decreases.

### All students: When to Stay Home

- **Symptoms:** Musicians should not attend a TRYPO rehearsal or event if they are sick or displaying any symptoms of COVID-19 including:
  - Feeling feverish, or have fever (100.4 F or higher), or has chills.
  - New uncontrolled cough, congestion or runny nose (for students with chronic allergic/asthmatic cough, a change in their cough from baseline). Shortness of breath.
  - Fatigue
  - New muscle pain or aches
  - New onset of headache
  - Sore throat
  - New loss of taste or smell
  - Nausea, vomiting, diarrhea
- **Close Contact with an Infected Person:**
  - Close contact is defined by the CDC as a cumulative total of 15 minutes or more over a 24-hour period.
  - Unvaccinated musicians should not attend a TRYPO rehearsal or event if they have had close contact with an infected person for 14 days following their last contact with the person who has COVID-19.
  - The CDC specifies that fully vaccinated individuals do not need to quarantine after close contact with an infected individual unless they have had symptoms but are encouraged to get tested 3-5

days after exposure, and wear a mask indoors in public for 14 days following exposure or until their result is negative. TRYPO accepts this guidance by CDC but requests that a vaccinated student notify TRYPO staff of the possible exposure, wear at minimum a well-fitting K95 mask, and to avoid any possible exposure issues to other students.

- The CDC further specifies an exception that the close contact definition excludes students who were within 3-6 feet of an infected student if both the infected student and the exposed student correctly and consistently wore well-fitting masks the entire time.
- **Travel restrictions:** As of March 2021, there are not currently any travel restrictions in place in the state of Pennsylvania. Should the county or state re-instate travel restrictions due to high transmission, this section will be updated with guidance accordingly. While TRYPO is not enforcing any specific guidance related to travel restrictions at this time, families are encouraged to consider having their musician attend a rehearsal via Zoom if recent travel or unmasked attendance at a large, crowded event makes a possible exposure likely, particularly for unvaccinated students.
- **WHEN IN DOUBT, STAY HOME AND ATTEND VIA ZOOM!**

### All students: Protocols for Positive COVID-19 Cases

- Families must notify TRYPO staff if their musician or someone in their family has contracted COVID-19 and their musician has been at rehearsal within a 14-day timeframe after attending any in-person event. Names will be kept confidential when musicians and staff are notified for contact tracing purposes.
- TRYPO will maintain seating chart records of rehearsals to determine which students may need to be contacted. Students should not re-locate their chairs in rehearsal for this reason.
- In the event that a TRYPO musician, staff member, or volunteer is found to have tested positive for COVID-19 or exhibits significant symptoms of COVID-19, that individual may not participate in in-person rehearsals and/or performances for at least 10 days after symptoms first appeared and 24 hours with no fever without the use of fever-reducing medications.
- TRYPO will follow all guidelines for notification and tracing as outlined by the health department.
- If there is significant concern or multiple exposures, upcoming sessions/events may be cancelled/moved online for up to a 14-day period to ensure that any possible exposures are prevented.

### All students: Before an Event

- **Attendance for Rehearsals:** Please always practice good communication with TRYPO about attendance! TRYPO staff will assume the student is attending rehearsals unless they have notified TRYPO staff via the online Attendance Request Form for absences known ahead of time. Last minute absences due to illness onset are always acceptable and the student may instead attend the rehearsal via Zoom. Please always communicate with TRYPO staff so that we can have accurate seating charts!
- **Health Check:** TRYPO will start off the season with a weekly online health check form as we get into the rhythm together of making music as safely as possible. The health check will ask about symptoms and close contact exposure. The form must be submitted for each child during “The Red Zone” time frame (typically a window of 24 hours ending four hours before the start of the event) and must be re-submitted for every event. The form cannot be submitted earlier than “The Red Zone” time frame. When the Community Transmission Level lowers to Moderate or Low, we will consider allowing vaccinated families to self-evaluate and will no longer require a weekly Health Check form submission. However, the Health Check form requirement may be reinstated at any time depending on transmission level at our events and threat level in our county.
- If the musician or volunteer develops any symptoms between submitting the form, and leaving the house, please stay home and notify TRYPO staff. The temperature of the musician/volunteer should also be taken immediately before leaving the house. If there is a temperature of 100.4 or above, please stay home and notify TRYPO staff.

## All students: Arriving at your rehearsal venue

- Before musicians and/or volunteers can enter the building (or immediately inside the entrance of the building), TRYPO staff will take the musician's temperature and verify that we have received the COVID health check form, if the forms are currently being required. Anyone with a temperature of 100.4 degrees Fahrenheit or higher will be unable to participate in the event.
- For YPO, WS, and PE: Check-ins will all take place on the third-floor entrance of the Mary Pappert School of Music (outside room 322).
- Symphonette check-in location and procedures are TBA.

## All students: Inside your rehearsal venue

- For the safety of all musicians and staff, family members will not be allowed to enter the building unless they are vaccinated and have accepted a volunteer assignment. Volunteers must follow the same protocols as musicians.
- Musicians and volunteers should follow directions regarding entrances and exits.
- Musicians must use hand sanitizer before heading to their rehearsal space.
- All musicians will sit in their assigned seat.
- Ensemble distancing:
  - YPO, WS, and PE will follow distancing and capacity guidelines set by Duquesne University. Duquesne University has mandated vaccinations for its students and Duquesne University's ensembles will be meeting in rooms at 100% capacity with limited distancing. As YPO, WS, and PE will be at or near 100% vaccination, we will follow the guidance set by Duquesne University. If they institute capacity limits in rooms, we will follow suit.
  - As Symphonette has a lower vaccination rate due to students who are ineligible for the vaccine, Symphonette will continue to observe six feet of distancing across the ensemble for the time being. It is possible when the transmission rate of COVID lowers in our region, we will remove some of the distancing in the ensemble for vaccinated students.
- Musician chairs will be set by TRYPO staff.
- Musicians should go directly to their chair.
- Belongings and cases will stay next to your assigned chair, except for large cases which can be stored outside the rehearsal room or on the edges of the rehearsal room.
- YPO, WS, and PE musicians do not need to bring their own music stands, but if they use a Duquesne music stand, we ask them to wipe down their stand at the end of rehearsal. TRYPO will provide sanitizing wipes.
- Symphonette Violin, Viola, and Cello musicians must bring their own music stand to use. Music stands will be provided for Bass musicians and coaches. If a student uses a provided music stand, students must wipe down their stand at the end of rehearsal. TRYPO will provide sanitizing wipes.
- Vaccinated YPO String players will be sharing stands, un-vaccinated YPO string players will not be sharing stands. Symphonette musicians will not be sharing stands to start the season.
- Musicians must bring their own pencil. Do not lend your pencil to another musician.
- All string players must bring their own rosin. Do not lend your rosin to another musician.
- Symphonette Cellists and Bassists must bring their own rock stop or end pin stopper. (YPO musicians will be on carpet and rock stop or end pin stoppers are not needed.)
- Percussion students should bring and use their own mallets and small instruments. Students will be provided sanitizing wipes and must wipe down TRYPO mallets, equipment, and instruments before and after rehearsal, and/or before another student uses the item in question.
- At the end of rehearsal day, musicians will pack up and leave the building in an orderly fashion. Musicians will not be allowed to congregate inside the building. Pick-up must occur within 20 minutes of the end of the scheduled rehearsal.

- Masks are required at all times for all students, staff, and volunteers; to be worn effectively, covering the nose and mouth, with a comfortable but secure fit. Secure your mask before leaving your vehicle. Should you need to briefly remove your mask, for example to take a drink of water, first ensure you are a safe distance from your peers. Should your mask accidentally fall and touch the floor, please immediately ask TRYPO staff for a disposable mask to wear instead and launder your mask as soon as you can. Cloth masks should have at least two layers. Cloth masks must be laundered in between uses! It is possible that the mask mandate may be removed for vaccinated students during the season if transmission levels are lowered and our host venues also remove their mask mandates.

## All students: Woodwind and Brass PPE

To reduce the risks of aerosol spread explored in the Performing Arts Aerosol Study, all wind and brass players must take extra steps to mitigate aerosol transmission in the rehearsal room. Please see Additional Resources for details on how to purchase or sew your instrument PPE (Personal Protective Equipment). As always, if the extra expense of Instrument PPE is a hardship, TRYPO will assist in making sure you are taken care of! Woodwind and brass musicians who are new to TRYPO must upload a photo of their PPE set-up before the first rehearsal. TRYPO staff will be in touch if your set up requires adjustment. If a musician forgets their instrument PPE, they cannot play during a rehearsal.

It is possible that the musician masks and bell covers/instrument bag requirement may be removed for vaccinated students during the season if transmission levels are lowered and our host venues also remove their instrument PPE/mask mandates.

**Musician Masks:** All wind and brass players are required to use musician masks while playing. A musician mask is a mask that can be worn while playing and helps to contain some/most of the aerosol spray from blowing into an instrument. There are several options:

- Disposable surgical style mask with a slit. (See photo in Additional Resources)
- A cloth overlapping mask. Available for purchase, or you may make your own. (See photos and web links in Additional Resources) – TRYPO’s preference.
- Flutes players should use a side slit mask. Available for purchase, or you may make your own. (See photos and web links in Additional Resources)

**Bell covers:** All wind and brass players are required to use bell covers while playing. Woodwinds may opt to use an instrument bag in lieu of a bell cover.

- Standard bell covers for all winds and brass are available for purchase, or you may make your own. (See photos and web links in Additional Resources)
- French horn bell covers should have either a slit or a sleeve. (See photo and web link in Additional Resources.)
- Woodwind players may opt for an Instrument Bag instead of a bell cover. Available for purchase, or you may make your own. (See photos and web links in Additional Resources)
- Bell covers should be multi-layered with the center layer being made of MERV-13 filter material. A 3-layer surgical style mask may also be used if it fits over the bell of the instrument and can be sealed (e.g. with a rubber band around the mask of the bell of an oboe or clarinet). Bell covers made by MoistureGuardUSA, McCormick’s and Bandmans are also acceptable.

**Condensation:** In addition to physically spacing out in rehearsals and utilizing instrument bags/bell covers to decrease risk of aerosols, potential virus particles in condensation/spit collecting in woodwind and brass instruments is another concern to address.

- Water keys may only be emptied onto a disposable puppy pad which will be provided at each rehearsal. Musicians are expected to dispose of their pad themselves before leaving the building. When emptying

valves, brass musicians should lower the instrument as close to the disposable pad as you can, to avoid aerosol spread from the spit valve.

- Woodwinds, please take great care when swabbing to ensure any moisture from your instrument gets contained by a personal use rag or disposable pad. If you get to rehearsal and realize you do not have your personal use rag or pad, please ask TRYPO staff for a disposable pad.
- (Yes, these disposable pads are designed to house-train puppies, but are now being used by university and professional ensembles to make music together safely!)

**Instrument PPE Approval:** NEW STUDENTS! Your instrument PPE set up must be approved ahead of time before you may come to a rehearsal. You will be required to submit a photo of your Instrument PPE and all elements of your Instrument PPE are required at all in-person events in order to participate.

## All students: In Between Rehearsals/Events

- Please be sure to keep your instrument and belongings clean! See Additional Resources for tips on cleaning your instrument!
- Please launder your cloth full masks, musician masks, bell covers and/or instrument bags every single time. Do NOT shove the mask in your case and forget about it from week to week!

## All students: Evolution of this Document

We expect that as we all learn new ways to keep all of us safe, and as our host venues make adjustments to their protocols, that these protocols will evolve!

## All students: Additional Resources

### Links/Info about required supplies\*:

#### Folding Music Stands

- Many students like the [Peak Music Stands](#) (\$35):
- There are many kinds of [wire music stands](#) (not as sturdy, but as cheap as \$12):

Strings: make sure you have stocked up on your rosin and instrument supplies (i.e. back-up strings). If you play Cello or Bass, be sure to have an endpin anchor or endpin stop if you're not playing on carpet. These can be purchased at your local music store or online. Here are a few options:

- <https://www.resonanceviolins.com/>
- <https://www.volkweinsmusic.com/>
- <https://www.johnstonbaughs.com/>
- <https://www.sharmusic.com/>

### Instrument Cleaning:

- String instrument cleaning tips from American String Teachers Association: [https://www.astastrings.org/Web/Resources/Instrument\\_Cleaning\\_Tips.aspx](https://www.astastrings.org/Web/Resources/Instrument_Cleaning_Tips.aspx)
- Woodwind and Brass cleaning guide from French Ministry of Labour: <https://itemm.fr/innovation/wp-content/uploads/2020/07/WOOD-BRASS-WIND-INSTRUMENT-ITEMM-CSFI-EN-1.pdf>

# Instrument PPE Photos and Links

## Musician Masks for Winds/Brass:

- How to slit a disposable surgical style mask (All woodwinds and brass except flute):



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- Cloth re-usable overlapping mask – picture below. (All woodwinds and brass except flute):
  - Available for purchase [HERE](#).
  - Sewing pattern available for download [HERE](#).



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## Flute Side-slit cloth mask (Photos are of acceptable types of side slit cloth masks)

- Found on ETSY [HERE](#)
- Found on United Sound [HERE](#)
- Pattern and tutorial available [HERE](#)



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**Bell covers:**

- Most bell covers available for purchase [HERE](#)
- French horn bell cover: Elastic slit version available for purchase [HERE](#)
- French horn bell cover: Sleeve version available for purchase [HERE](#)
- Bell covers should be multi-layered with the center layer being made of MERV-13 filter material. A 3-layer surgical style mask may also be used if it fits over the bell of the instrument and can be sealed (e.g. with a rubber band around the mask of the bell of an oboe or clarinet). Bell covers made by MoistureGuardUSA, McCormick’s and Bandmans are also acceptable.



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**Instrument bags:** Woodwind players may opt for instrument bags instead of bell covers.

- Available for purchase [HERE](#).
- Sewing pattern available for download [HERE](#).

