

**Services For Education – A Response to  
the DfE Guidance, July 2nd 2020:  
Guidance for full opening: Schools  
Updated – September 14<sup>th</sup> 2020**

**This guidance has been approved by  
Birmingham City Council – Public Health Department**

This document sets out how Services For Education, Music Service will support schools in September 2020. In the recent guidance published by the Department for Education, it clearly states that *'Schools can continue to engage supply teachers and other supply staff during this period'* and that *'Supply staff and other temporary workers can move between schools, but school leaders will want to consider how to minimise the number of visitors to the school where possible. Where it is necessary to use supply staff and to welcome visitors to the school such as peripatetic teachers, those individuals 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'* <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

We will work with you and your staff and will be happy to bespoke our offer to your requirements. We know that the creative arts has an enormous impact on the wellbeing and mental health of children. We want to work with you on providing that broad and balanced curriculum. We know that the first few weeks of term will be uncertain for many schools and indeed for parents and carers. The more we can do to work with you then the more confident parents and carers will be thus providing yourselves with an easier start to the year.

Our message is simple, we will follow strict guidelines set out by DfE, Arts Council and Music Mark. SFE have met weekly with representatives from all three since the start of lockdown to make sure that what we are doing is both correct and safe. We will follow risk assessments set out by each school and will be thoroughly professional in our duties.

Our staff will be taken through a series of training days in September to give them the confidence they need to return to schools. We will be sharing our risk assessments and making sure every part of our delivery has been covered to minimise any possible infection. We will support our staff by providing them with the correct equipment they need whether it be hand sanitiser, chlorhexidine wipes or other certain PPE required to deliver music education in your school.

There will be many year 4 WCIT instruments that will need to be cleaned, sterilised and prepared for the new year 4 pupils to learn on. We will be giving our staff time to undertake this role in the first few weeks of September. WCIT (Whole Class Instrumental teaching) and CMS (Classroom Music Support/EYKS/KS1 & KS2) plays an enormous part of what we do in the Music Service and due to the very nature of teaching 30 children the 'how to' is simply not safe to do. Therefore, for all WCIT schools, our staff will be on site to teach music to the children from week beginning September 7<sup>th</sup>. We will not be using the class sets of instruments for the first 7 weeks (unless guidance changes). Whole class instruments will be issued after the autumn half term following a revised risk assessment. We have prepared a suite of 7 pre-recordings for our staff to use face to face with the children along with a scheme of work that prepares them for when they receive their instrument. Singing will be replaced with humming and 'soft voice' work.

For schools that have 1:1 and small group teaching we will be starting our teaching in the week commencing September 7<sup>th</sup>. Provided below is a detailed explanation of how SFE will be delivering our offer. Our staff will need to work very closely with you to make sure that group lessons involve those children from the same bubble. We will need to be creative with our groupings in some settings. Once in school our staff will not be walking around fetching pupils, therefore minimising the risk of coming into contact with other adults/children. Regular hand washing and sanitising will be a must. Where possible we will leave doors and windows open to ventilate the practice rooms and appropriate time can be structured between lessons to enable ventilation of the rooms. Where we teach pupils with

additional needs then we will communicate with you and take advice from your staff/SENCO as to how we might be able to support these pupils so they can have the same level of provision safely.

For those special schools we work in we would like to continue our provision face to face with you as we know how important music can be on the children's health and wellbeing. Many of our staff work with electronic equipment and class based percussion and we would be in a position to continue this work making sure instruments and equipment was wiped down at the end of sessions.

If there is a rise in the local R rate and Birmingham schools are closed down then we will move swiftly and once again take all our delivery online. For the summer term we have been delivering extremely successful 1:1 and group lessons online. We would look at implementing this straight away and with your permission would want this to be a smooth transition. We would expect all pupils to be able to access these lessons depending on their home situation. We developed an incredibly safe method and have been a leading service on the national scene for schools engaged with and progression.

For some of you we run your ensembles/choirs. We can still do this so long as the rehearsal takes place in a large room/hall with no more than 15 pupils at a given time.

Our area and central ensembles will not be happening until further guidance and the easing of measures as they are all above 15 pupils.

For those who have our Suzuki violin specialists – we would need to be guided by you as the parents/carers are part of the lessons. We can still deliver these lessons without parents but there might be an opportunity to hold these in a larger space if you wanted parent/carers to attend.

We look forward to working closely with you, ensuring that your children continue to learn music, develop their enthusiasm for the subject - and for some, continue the incredible progress they have made during lockdown.

Thank you for your continued support

A handwritten signature in black ink, appearing to read 'Stuart Birnie', written in a cursive style.

Stuart Birnie – Head of Music Service, Services For Education

## Services For Education – Reducing the risk and how we aim to deliver music teaching:

Department	SFE Music Service – Departmental Guidance for Schools Whole Class Instrumental Teaching (WCIT)	1:1/Small group Teaching	How we will minimise the risk
Woodwind	<ul style="list-style-type: none"> <li>Schools will have access to a suite of 7 x 30 minute pre-recordings which are instrument/class music specific. These weekly videos will sit on our Online learning Platform</li> <li><b>Instruments will not be used in whole class settings for the first half term.</b> Schools may wish to have the teacher present to deliver curriculum music instead of instrumental WCIT.</li> <li><b>WCIT instruments will be cleaned through the first half term in readiness for November 2<sup>nd</sup> or sooner if allowed. We will use a selection of Milton, Chlorhexidine wipes or hot soapy water to thoroughly clean</b></li> <li>Teachers will lead a music session based on the curriculum and spend time on rhythm activity along with listening and questioning</li> <li>Singing in whole class sessions <b>will be replaced</b> with humming and a ‘speaking voice’ approach to aid the children’s learning. Following DfE guidance (August 20<sup>th</sup>) – singing is perfectly safe in groupings of no more than 15 at a time (whole classes can be split into 2 groups of 15 and only half the class sings at any one time). It is important that singing is led carefully and by using sensible dynamics – no singing loudly.</li> <li>On leaving the classroom/designated teaching space, the teacher will wash their hands and apply hand sanitiser.</li> </ul>	<ul style="list-style-type: none"> <li>1:1 and small group lessons will be organised in discussion with the Music lead</li> <li>Safe distancing measures will be carried out. Pupils will stand for their lessons (apart from bass clarinet), not having to touch chairs, unless the pupil requires one</li> <li>The size of the practice room will determine the size of the group. Where possible, the room should have ventilation. If not, then the door should be opened to allow ventilation throughout the period.</li> <li>A change over period between lessons should be strictly monitored allowing time for the room to be ventilated (2 mins)</li> <li>1:1 lessons: The member of staff will stand to the side of the pupil – required social distance. In the case of the flute – the required distance to stand to the side is .8m or 2m in front of pupil</li> <li>Small Group lessons: pupils will be taught in the same class/year group bubbles. Group sizes will be decided on given the surroundings of the room provided</li> <li>On finishing the lesson, the pupils will wash their hands before returning to their classroom.</li> </ul>	<ul style="list-style-type: none"> <li>Music Service staff have been advised not to fetch pupils from lessons. This will reduce the need to walk around the school, avoiding unnecessary contact with others. However, SFE staff will collect pupils from their classrooms if required by the school.</li> <li>With being a ‘blown’ instrument, there is a risk of infection. Making sure lessons happen in a well ventilated room reduces the risk. <b>SFE will provide face shields for woodwind staff to use when they have to demonstrate/listen in lessons, though these should not be worn throughout the lesson.</b></li> <li>Safe distances will be applied as mentioned in small group/individual section.</li> <li><b>No physical contact from teacher to pupil will be made. Teacher explanation will have to be paramount.</b></li> <li>If a pupil’s instrument needs attention then the use of chlorhexidine wipes or disposable gloves will be used before passing the instrument back to the pupil.</li> <li>The pupil will be responsible to write in their own practice diary (pens/pencils will not be shared)</li> <li>Music and copies of music will not be shared or handled. The pupil will be responsible for touching their own music. If new music is required, then music can be emailed to the parent/carer to print off at</li> </ul>

			<p>home. Or if the schools allows – can be printed off in school. The teacher can provide their music for the duration of the lesson so long as the pupil does not handle it. The same would be applied for iPads.</p> <ul style="list-style-type: none"> <li>• There will be no need to ask pupils to blow <i>'fortissimo'</i> (very loud). Measures will be taken to minimise demonstration by the teacher when talking about airflow and speed of air, which can be a requirement when discussing range on the instrument.</li> <li>• A woodwind 'pull through' will not be used by the pupil or the teacher in the lesson</li> <li>• Music stands will only be handled/alterd by staff</li> </ul>
<p><b>Brass</b></p>	<ul style="list-style-type: none"> <li>• Schools will have access to a suite of 7 x 30 minute pre-recordings which are instrument/class music specific. These weekly videos will sit on our Online learning Platform</li> <li>• <b>Instruments will not be used in whole class settings for the first half term.</b> Schools may wish to have the teacher present to deliver curriculum music instead of instrumental WCIT.</li> <li>• <b>WCIT instruments will be cleaned through the first half term in readiness for November 2<sup>nd</sup> or sooner if allowed. We will use a selection of Milton, Chlorhexidine wipes or hot soapy water to thoroughly clean</b></li> <li>• Teachers will lead a music session based on the curriculum and spend time on rhythm activity along with listening and questioning.</li> <li>• Singing in whole class sessions <b>will be replaced</b> with humming and a 'speaking voice' approach to aid the children's learning. Following DfE guidance (August 20<sup>th</sup>) – singing is perfectly safe in groupings of no more than 15 at a time (whole classes can be split into 2 groups of 15 and only half the class sings at any one time). It is important that singing is led carefully and by using sensible dynamics – no singing loudly.</li> <li>• On leaving the classroom/designated teaching space, the teacher will wash their hands and apply hand sanitiser.</li> </ul>	<ul style="list-style-type: none"> <li>• 1:1 and small group lessons will be organised in discussion with the Music lead</li> <li>• Safe distancing measures will be carried out. Pupils will stand for their lessons (apart from tuba), not having to touch chairs. There may be a requirement for younger children to sit with larger instruments.</li> <li>• The size of the practice room will determine the size of the group. Where possible, the room should have ventilation. If not, then the door should be opened to allow ventilation throughout the period.</li> <li>• A change over period between lessons should be strictly monitored allowing time for the room to be ventilated (2 mins)</li> <li>• 1:1 lessons: The member of staff will stand to the side of the pupil – required social distance. In the case of the French horn – the required distance to stand to the side is 1m or 2m in front of pupil</li> </ul>	<ul style="list-style-type: none"> <li>• Music Service staff have been advised not to fetch pupils from lessons. This will reduce the need to walk around the school, avoiding unnecessary contact with others. However, SFE staff will collect pupils from their classrooms if required by the school.</li> <li>• With being a 'blown' instrument, there is a risk of infection. Making sure lessons happen in a well ventilated room reduces the risk. <b>SFE will provide face shields for brass staff to use when they have to demonstrate/listen in lessons, though these should not be worn throughout the lesson.</b></li> <li>• Safe distances will be applied as mentioned in small group/individual section.</li> <li>• <b>No physical contact from teacher to pupil will be made. Teacher explanation will have to be paramount.</b></li> <li>• If a pupil's instrument needs attention then the use of <b>chlorhexidine wipes</b> or disposable gloves will be used before passing the instrument back to the pupil.</li> </ul>

		<ul style="list-style-type: none"> <li>• Small Group lessons: pupils will be taught in the same class/year group bubbles. Group sizes will be decided on given the surroundings of the room provided</li> <li>• On finishing the lesson, the pupils will wash their hands before returning to their classroom.</li> </ul>	<ul style="list-style-type: none"> <li>• The pupil will be responsible to write in their own practice diary (pens/pencils will not be shared)</li> <li>• Music and copies of music will not be shared or handled. The pupil will be responsible for touching their own music. If new music is required, then music can be emailed to the parent/carer to print off at home. Or if the schools allows – can be printed off in school. The teacher can provide their music for the duration of the lesson so long as the pupil does not handle it. The same would be applied for iPads.</li> <li>• There will be no need to ask pupils to play '<i>fortissimo</i>' (very loud). Measures will be taken to minimise demonstration by the teacher when talking about airflow and speed of air, which can be a requirement when discussing range on the instrument.</li> <li>• Extra care and attention will be made when releasing water vapour from instruments – We suggest that pupils do this outside of the practice room onto a paper towel and dispose of in a bin and then wash their hands</li> <li>• The use of practice mutes will not be allowed at any time on school sites. Practice mutes, though they quieten the sound, direct air through tiny holes at a faster pace.</li> <li>• Music stands will only be handled/alterd by staff</li> </ul>
<p><b>Strings</b></p>	<ul style="list-style-type: none"> <li>• Schools will have access to a suite of 7 x 30 minute pre-recordings which are instrument/class music specific. These weekly videos will sit on our Online learning Platform</li> <li>• <b>Instruments will not be used in whole class settings for the first half term.</b> Schools may wish to have the teacher</li> </ul>	<ul style="list-style-type: none"> <li>• 1:1 and small group lessons will be organised in discussion with the Music lead</li> <li>• Safe distancing measures will be carried out. Pupils will stand for their lessons</li> </ul>	<ul style="list-style-type: none"> <li>• Music Service staff have been advised not to fetch pupils from lessons. This will reduce the need to walk around the school, avoiding unnecessary contact with others. However, SFE staff will collect pupils from their classrooms if required by the school.</li> </ul>

	<p>present to deliver curriculum music instead of instrumental WCIT.</p> <ul style="list-style-type: none"> <li>• <b>WCIT instruments will be cleaned through the first half term in readiness for November 2<sup>nd</sup> or sooner if allowed. We will use a selection of Milton, Chlorhexidine wipes or hot soapy water to thoroughly clean</b></li> <li>• Teachers will lead a music session based on the curriculum and spend time on rhythm activity along with listening and questioning.</li> <li>• Singing in whole class sessions <b>will be replaced</b> with humming and a ‘speaking voice’ approach to aid the children’s learning. Following DfE guidance (August 20<sup>th</sup>) – singing is perfectly safe in groupings of no more than 15 at a time (whole classes can be split into 2 groups of 15 and only half the class sings at any one time). It is important that singing is led carefully and by using sensible dynamics – no singing loudly.</li> <li>• On leaving the classroom/designated teaching space, the teacher will wash their hands and apply hand sanitiser.</li> </ul>	<p>(apart from cello/double bass), not having to touch chairs, unless the pupil requires one.</p> <ul style="list-style-type: none"> <li>• The size of the practice room will determine the size of the group. Where possible, the room should have ventilation. If not, then the door should be opened to allow ventilation throughout the period.</li> <li>• A change over period between lessons should be strictly monitored allowing time for the room to be ventilated (2 mins)</li> <li>• 1:1 lessons: The member of staff will stand to the side of the pupil – required social distance. If there is a need to stand face on, then a distance of 2m must be adhered to.</li> <li>• Small Group lessons: pupils will be taught in the same class/year group bubbles. Group sizes will be decided on given the surroundings of the room provided</li> <li>• On finishing the lesson, the pupils will wash their hands before returning to their classroom.</li> </ul>	<ul style="list-style-type: none"> <li>• With being a string instrument there is less risk as the instrument is either bowed or plucked</li> <li>• Safe distances will be applied as mentioned in small group/individual section.</li> <li>• <b>No physical contact from teacher to pupil will be made. Teacher explanation will have to be paramount. There is often the need for a string teacher to ‘correct’ a child’s posture. This will have to be done by showing and explanation only.</b></li> <li>• If a pupil’s instrument needs attention then the use of <b>chlorhexidine wipes</b> or disposable gloves will be used before passing the instrument back to the pupil. It is extremely common for the teacher to tune the instrument at the start of the lesson. <b>This can be done safely and from the required distance.</b></li> <li>• It is also common for a string teacher to apply rosin to the bow. This will have to be done by the pupil (if they have their own). If they do not, then the teacher will apply rosin using a chlorhexidine wipe.</li> <li>• The pupil will be responsible to write in their own practice diary (pens/pencils will not be shared)</li> <li>• Music and copies of music will not be shared or handled. The pupil will be responsible for touching their own music. If new music is required, then music can be emailed to the parent/carer to print off at home. Or if the schools allows – can be printed off in school. The teacher can provide their music for the duration of the lesson so long as the pupil does not handle it. The same would be applied for iPads.</li> <li>• Music stands will only be handled/alterd by staff</li> </ul>
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<p><b>Vocal</b></p>	<ul style="list-style-type: none"> <li>Schools will have access to a suite of 7 x 30 minute pre-recordings which are instrument/class music specific. These weekly videos will sit on our Online learning Platform</li> <li><b>Class based musical instruments (percussion trolley) will not be used in whole class settings for the first half term.</b> Schools may wish to have the teacher present to deliver curriculum music.</li> <li>Teachers will lead a music session based on the curriculum and spend time on rhythm activity along with listening and questioning</li> <li>Singing in whole class sessions <b>will be replaced</b> with humming and a 'speaking voice' approach to aid the children's learning. Following DfE guidance (August 20<sup>th</sup>) – singing is perfectly safe in groupings of no more than 15 at a time (whole classes can be split into 2 groups of 15 and only half the class sings at any one time). It is important that singing is led carefully and by using sensible dynamics – no singing loudly.</li> <li>On leaving the classroom/designated teaching space, the teacher will wash their hands and apply hand sanitiser.</li> </ul>	<ul style="list-style-type: none"> <li>1:1 and small group lessons will be organised in discussion with the Music lead</li> <li>Safe distancing measures will be carried out. Pupils will stand for their lessons not having to touch chairs, unless the pupil requires one</li> <li>The size of the practice room will determine the size of the group. Where possible, the room should have ventilation. If not, then the door should be opened to allow ventilation throughout the period.</li> <li>A change over period between lessons should be strictly monitored allowing time for the room to be ventilated (2 mins)</li> <li>1:1 lessons: The member of staff will stand to the side of the pupil – required social distance.</li> <li>Small Group lessons: pupils will be taught in the same class/year group bubbles. Group sizes will be decided on given the surroundings of the room provided. <b>Pupils may be asked to stand back to back when singing.</b></li> <li>On finishing the lesson, the pupils will wash their hands before returning to their classroom.</li> </ul>	<ul style="list-style-type: none"> <li>Music Service staff have been advised not to fetch pupils from lessons. This will reduce the need to walk around the school, avoiding unnecessary contact with others. However, SFE staff will collect pupils from their classrooms if required by the school.</li> <li>Vocal lessons can be delivered safely. Making sure lessons happen in a well ventilated room reduces the risk. To also reduce the time spent singing and give more time to explanation and the 'how' will help. Asking pupils to stand back to back and the teacher keeping their distance will all contribute. <b>SFE will provide face shields for vocal staff to use when they have to demonstrate/listen in lessons, though these should not be worn throughout the lesson.</b></li> <li>Safe distances will be applied as mentioned in small group/individual section.</li> <li><b>No physical contact from teacher to pupil will be made. Teacher explanation will have to be paramount.</b></li> <li>The pupil will be responsible to write in their own practice diary (pens/pencils will not be shared)</li> <li>Music and copies of music will not be shared or handled. The pupil will be responsible for touching their own music. If new music is required, then music can be emailed to the parent/carer to print off at home. Or if the schools allows – can be printed off in school. The teacher can provide their music for the duration of the lesson so long as the pupil does not handle it. The same would be applied for iPads.</li> <li>There will be no need to ask pupils to sing '<i>fortissimo</i>' (very loud). Measures will be taken to minimise demonstration by the</li> </ul>
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			<p>teacher when talking about airflow and speed of air, which can be a requirement when discussing range on the instrument. As mentioned above, face shields will be provided</p> <ul style="list-style-type: none"> <li>• Music stands will only be handled/alterd by staff</li> </ul>
<p><b>Keyboard</b></p>	<ul style="list-style-type: none"> <li>• Schools will have access to a suite of 7 x 30 minute pre-recordings which are instrument/class music specific. These weekly videos will sit on our Online learning Platform</li> <li>• <b>Instruments will not be used in whole class settings for the first half term.</b> Schools may wish to have the teacher present to deliver curriculum music instead of instrumental WCIT.</li> <li>• <b>WCIT instruments will be cleaned through the first half term in readiness for November 2<sup>nd</sup> or sooner if allowed. We will use a selection of Milton, Chlorhexidine wipes or hot soapy water to thoroughly clean</b></li> <li>• Teachers will lead a music session based on the curriculum and spend time on rhythm activity along with listening and questioning.</li> <li>• Singing in whole class sessions <b>will be replaced</b> with humming and a ‘speaking voice’ approach to aid the children’s learning. Following DfE guidance (August 20<sup>th</sup>) – singing is perfectly safe in groupings of no more than 15 at a time (whole classes can be split into 2 groups of 15 and only half the class sings at any one time). It is important that singing is led carefully and by using sensible dynamics – no singing loudly.</li> <li>• On leaving the classroom/designated teaching space, the teacher will wash their hands and apply hand sanitiser.</li> </ul>	<ul style="list-style-type: none"> <li>• 1:1 and small group lessons will be organised in discussion with the Music lead</li> <li>• Safe distancing measures will be carried out. Pupils will be required to sit to a piano/keyboard for their lesson. The teacher will need to place themselves where needed to see the pupil’s hands on the keyboard. This can be done from a safe distance to the side.</li> <li>• The size of the practice room will determine the size of the group. Where possible, the room should have ventilation. If not, then the door should be opened to allow ventilation throughout the period.</li> <li>• A change over period between lessons should be strictly monitored allowing time for the room to be ventilated (2 mins)</li> <li>• 1:1 lessons: The member of staff will stand/sit to the side of the pupil – required social distance.</li> <li>• Small Group lessons: pupils will be taught in the same class/year group bubbles. Group sizes will be decided on given the surroundings of the room provided</li> </ul>	<ul style="list-style-type: none"> <li>• <b>The keyboard/piano keys/controls will be wiped down using chlorhexidine wipes in between each lesson</b></li> <li>• Music Service staff have been advised not to fetch pupils from lessons. This will reduce the need to walk around the school, avoiding unnecessary contact with others. However, SFE staff will collect pupils from their classrooms if required by the school.</li> <li>• Safe distances will be applied as mentioned in small group/individual section.</li> <li>• <b>No physical contact from teacher to pupil will be made. Teacher explanation will have to be paramount.</b></li> <li>• The pupil will be responsible to write in their own practice diary (pens/pencils will not be shared)</li> <li>• Music and copies of music will not be shared or handled. The pupil will be responsible for touching their own music. If new music is required, then music can be emailed to the parent/carer to print off at home. Or if the schools allows – can be printed off in school. The teacher can provide their music for the duration of the lesson so long as the pupil does not handle it. The same would be applied for iPads.</li> <li>• Should the teacher need to demonstrate to the pupil/pupils then they need to have their own keyboard or piano. The teacher</li> </ul>

		<ul style="list-style-type: none"> <li>On finishing the lesson, the pupils will wash their hands before returning to their classroom.</li> </ul>	<p>will not be placing their hands on the keyboard that the child is learning on</p> <ul style="list-style-type: none"> <li>All the above applies to the accordion teaching too.</li> <li>Music stands will only be handled/altere d by staff</li> </ul>
<p><b>Guitar/Ukulele Electric Guitar</b></p>	<ul style="list-style-type: none"> <li>Schools will have access to a suite of 7 x 30 minute pre-recordings which are instrument/class music specific. These weekly videos will sit on our Online learning Platform</li> <li><b>Instruments will not be used in whole class settings for the first half term.</b> Schools may wish to have the teacher present to deliver curriculum music instead of instrumental WCIT.</li> <li><b>WCIT instruments will be cleaned through the first half term in readiness for November 2<sup>nd</sup> or sooner if allowed. We will use a selection of Milton, Chlorhexidine wipes or hot soapy water to thoroughly clean</b></li> <li>Teachers will lead a music session based on the curriculum and spend time on rhythm activity along with listening and questioning.</li> <li>Singing in whole class sessions <b>will be replaced</b> with humming and a ‘speaking voice’ approach to aid the children’s learning. Following DfE guidance (August 20<sup>th</sup>) – singing is perfectly safe in groupings of no more than 15 at a time (whole classes can be split into 2 groups of 15 and only half the class sings at any one time). It is important that singing is led carefully and by using sensible dynamics – no singing loudly.</li> <li>On leaving the classroom/designated teaching space, the teacher will wash their hands and apply hand sanitiser.</li> </ul>	<ul style="list-style-type: none"> <li>1:1 and small group lessons will be organised in discussion with the Music lead</li> <li>Safe distancing measures will be carried out. Pupils will be required to sit down for their lesson but advised not to move the chairs</li> <li>The size of the practice room will determine the size of the group. Where possible, the room should have ventilation. If not, then the door should be opened to allow ventilation throughout the period.</li> <li>A change over period between lessons should be strictly monitored allowing time for the room to be ventilated (2 mins)</li> <li>1:1 lessons: The member of staff will sit to the side of the pupil – required social distance.</li> <li>Small Group lessons: pupils will be taught in the same class/year group bubbles. Group sizes will be decided on given the surroundings of the room provided. If there is not enough room for the member of staff to sit side on then it is permitted for them to stand/sit face on from a distance of 2m.</li> <li>On finishing the lesson, the pupils will wash their hands before returning to their classroom.</li> </ul>	<ul style="list-style-type: none"> <li>Music Service staff have been advised not to fetch pupils from lessons. This will reduce the need to walk around the school, avoiding unnecessary contact with others. However, SFE staff will collect pupils from their classrooms if required by the school.</li> <li>It is common in some schools for pupils to share guitars/ukulele. Wherever possible, the student must bring their instrument from home to the lesson. Should pupils need to share then a vigorous clean of the strings and fret board would need to take place between lessons using chlorhexidine wipes.</li> <li>Safe distances will be applied as mentioned in small group/individual section.</li> <li><b>No physical contact from teacher to pupil will be made. Teacher explanation will have to be paramount. There is often the need for a guitar teacher to ‘correct’ a child’s posture. This will have to be done by showing and explanation only.</b></li> <li>If a pupil’s instrument needs attention then the use of <b>chlorhexidine wipes</b> or disposable gloves will be used before passing the instrument back to the pupil. It is extremely common for the teacher to tune the instrument at the start of the lesson. <b>This can be done safely and from the required distance.</b></li> <li>The pupil will be responsible to write in their own practice diary (pens/pencils will not be shared)</li> </ul>

			<ul style="list-style-type: none"> <li>• Music and copies of music will not be shared or handled. The pupil will be responsible for touching their own music. If new music is required, then music can be emailed to the parent/carer to print off at home. Or if the schools allows – can be printed off in school. The teacher can provide their music for the duration of the lesson so long as the pupil does not handle it. The same would be applied for iPads.</li> <li>• Where there are guitar amps being used, it is important for the teacher to be the person handling the equipment and not the child.</li> <li>• Guitar leads are often shared and teachers will wipe the jag plugs between each lesson.</li> <li>• Music stands will only be handled/alterd by staff</li> </ul>
<p><b>Percussion &amp; World</b></p>	<ul style="list-style-type: none"> <li>• Schools will have access to a suite of 7 x 30 minute pre-recordings which are instrument/class music specific. These weekly videos will sit on our Online learning Platform</li> <li>• <b>Instruments will not be used in whole class settings for the first half term.</b> Schools may wish to have the teacher present to deliver curriculum music instead of instrumental WCIT.</li> <li>• <b>WCIT instruments will be cleaned through the first half term in readiness for November 2<sup>nd</sup> or sooner if allowed. We will use a selection of Milton, Chlorhexidine wipes or hot soapy water to thoroughly clean</b></li> <li>• Teachers will lead a music session based on the curriculum and spend time on rhythm activity along with listening and questioning.</li> <li>• Singing in whole class sessions <b>will be replaced</b> with humming and a ‘speaking voice’ approach to aid the children’s learning. Following DfE guidance (August 20<sup>th</sup>) – singing is perfectly safe in groupings of no more than 15 at a time (whole classes can be split into 2 groups of 15 and</li> </ul>	<ul style="list-style-type: none"> <li>• 1:1 and small group lessons will be organised in discussion with the Music lead</li> <li>• Safe distancing measures will be carried out. Pupils will be required to sit down for some percussion instruments and therefore would be advised not to handle the chairs</li> <li>• The size of the practice room will determine the size of the group. Where possible, the room should have ventilation. If not, then the door should be opened to allow ventilation throughout the period.</li> <li>• A change over period between lessons should be strictly monitored allowing time for the room to be ventilated (2 mins)</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Percussion sticks (if shared) will be wiped down using chlorhexidine wipes in between each lesson. The Music Service will be providing 250 new drum pad and stick sets for pupils to use at home. These will be collected by parents/carers from SFE’s HQ.</b></li> <li>• Music Service staff have been advised not to fetch pupils from lessons. This will reduce the need to walk around the school, avoiding unnecessary contact with others. However, SFE staff will collect pupils from their classrooms if required by the school.</li> <li>• Safe distances will be applied as mentioned in small group/individual section.</li> <li>• Teachers will need to demonstrate as part of the lesson. The teacher will never use the same sticks as the pupil. It is very safe for the teacher to play on the same instrument</li> </ul>

	<p>only half the class sings at any one time). It is important that singing is led carefully and by using sensible dynamics – no singing loudly.</p> <ul style="list-style-type: none"> <li>On leaving the classroom/designated teaching space, the teacher will wash their hands and apply hand sanitiser.</li> </ul>	<ul style="list-style-type: none"> <li>1:1 lessons: The member of staff will stand to the side of the pupil – required social distance</li> <li>Small Group lessons: pupils will be taught in the same class/year group bubbles. Group sizes will be decided on given the surroundings of the room provided</li> <li>On finishing the lesson, the pupils will wash their hands before returning to their classroom.</li> </ul>	<p>as the pupil so long as the correct distancing is adhered to</p> <ul style="list-style-type: none"> <li><b>No physical contact from teacher to pupil will be made. Teacher explanation will have to be paramount.</b></li> <li>If a pupil's instrument needs attention then the use of chlorhexidine wipes or disposable gloves will be used before passing the instrument back to the pupil.</li> <li>The pupil will be responsible to write in their own practice diary (pens/pencils will not be shared)</li> <li>Music and copies of music will not be shared or handled. The pupil will be responsible for touching their own music. If new music is required, then music can be emailed to the parent/carer to print off at home. Or if the schools allows – can be printed off in school. The teacher can provide their music for the duration of the lesson so long as the pupil does not handle it. The same would be applied for iPads.</li> <li>Music stands will only be handled/alterd by staff</li> <li>Music Service staff will be the only ones to handle/alter equipment. If equipment has to be handled/alterd then they will be wiped down immediately with chlorhexidine wipes.</li> </ul>
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