

Code of Conduct for RMT Teachers returning to schools following CV-19

This Code of Conduct is intended for use in conjunction with the RMT Risk Assessment for CV-19. All RMT Teachers are expected to read, and be familiar with, both documents. RMT requires all RMT Teachers to formally confirm that they are happy to abide by the guidance detailed in both documents. Any queries should be emailed to admin@richmondmusictrust.org.uk

General Guidance

- Do not attend school if you (or anyone you live with) have symptoms of Coronavirus. Follow the self-isolation procedure guidelines as outlined in the RMT CV-19 Risk Assessment.
- Keep a safe distance of 2m from others.
- Ensure you have a supply of hand sanitiser (in addition to that which will be available in schools). RMT will provide teachers with wipes before the start of term.
- Keep an eye on the school's website, news links, diary and newsletters to anticipate disruptions to your teaching programme. It may save you a journey and unnecessary risk.
- Follow the control measures specified by each school. This way of working is as new to school staff and pupils as it is to us. Accept that there may be honest mistakes on both sides.
- Use any designated one way systems in operation (or adhere to similar requirements as requested by individual schools).
- Only use specifically allocated facilities/areas eg staff toilets, staff room etc.
- Every school will be different. Different layout, different rules, different attitudes. Respect the individual circumstances of each school.
- Keep RMT informed of any issues which you feel may affect your teaching, and ask RMT about anything you do not understand.

With the support of the school, RMT Teachers must ensure that pupils:

- wash/sanitise hands before and after their lesson (this should be done on exit/re-entry from the class bubble rather than the RMT teacher having to supervise hand washing/sanitising).
- maintain social distancing as directed by the RMT Teacher.
- only bring what is required for their lesson (instrument/music/practice notebook/pencil).
- understand that they should carry their instrument to and from the lesson as it will not be possible to store it in the teaching space.
- do not share their instrument or any paper resources with anyone else. This includes music books, sheet music and practice notebooks which will ideally be completed by each pupil during the lesson under instruction from the RMT Teacher.
- do not share a music stand and where possible try not to touch the stand.
- minimise contact with classroom furniture/equipment.

Instrument-specific Measures

Strings

- Where possible, RMT Teachers should consider their positioning in order to avoid playing directly opposite pupils.
- Where possible RMT Teachers should guide pupils in tuning with adjusters.
- If it is not possible for the pupil to tune with the adjusters, then the teacher may tune the instrument for the pupil but must sanitise their hands before and after touching the pupils' instrument. Tuning must be done without putting the instrument under the chin.
- Pupils must be taught how to tighten/loosen/rosin their own bow.
- RMT Teachers must demonstrate finger/arm positions etc without touching the pupils' instrument or hand/arm.

Woodwind (including recorder)

- Where possible, RMT Teachers should consider their positioning in order to avoid playing directly opposite pupils. It is recommended that the teacher blows in the opposite direction to the pupil.
- The distance between the RMT Teacher and the pupil must be a minimum of 2m at all times, and preferably 3m where possible.
- The pupil must put their own instrument together, directed by the RMT teacher if necessary.
- RMT Teacher should direct the pupil in tuning their instrument rather than tuning it for them.
- If there is a problem with the instrument that requires the RMT Teacher to intervene, the RMT Teacher must sanitise their hands before and after touching the pupil's instrument.
- Sharing of instruments/reeds/mouthpieces is forbidden in all situations.
- Pupils must bring their own reeds.
- RMT Teachers must not allow pupils to blow or empty water out of instruments. The RMT Teacher and pupils should use paper towels (provided by the school) or similar to catch any water that is dispelled.
- RMT Teachers must oversee the proper cleaning and drying of instruments at end of each lesson, after which each person is responsible for disposing of their own used paper towels. Hands should be thoroughly washed/sanitised after disposal.

Brass

- Where possible, RMT Teachers should consider their positioning in order to avoid playing directly opposite pupils. It is recommended that the teacher blows in the opposite direction to the pupil.
- The distance between the RMT Teacher and the pupil must be a minimum of 2m at all times, and preferably 3m where possible.
- The pupil must put their own instrument together, directed by the RMT teacher if necessary.

- RMT Teacher should direct the pupil in tuning their instrument rather than tuning it for the pupil.
- If there is a problem with the instrument that requires the RMT Teacher to intervene, the RMT Teacher must sanitise their hands before and after touching the pupil's instrument.
- Sharing of instruments/mouthpieces is forbidden in all situations.
- RMT Teachers must not put their own mouthpiece on the pupil's instrument under any circumstances.
- When buzzing, a paper towel should be held close to the end of the mouthpiece to catch any water droplets.
- RMT Teachers must not allow pupils to blow or empty water out of instruments directly onto the floor. The RMT Teacher and pupils should use paper towels or similar to catch any water that is dispelled when venting the water keys.
- RMT Teachers must oversee the proper cleaning and drying of instruments at end of each lesson, after which each person is responsible for disposing of their own used paper towels. Hands should be thoroughly washed/sanitised after disposal.

Vocal

- Where possible, RMT Teachers should consider their positioning in order to avoid singing directly opposite pupils.
- The distance between the RMT Teacher and the pupil must be a minimum of 2m at all times, and preferably 3m where possible.
- The RMT Teacher and pupil should not share a music stand. When the RMT Teacher chooses to use their own device (eg iPad) as a teaching aid, it should be wiped before being placed on the music stand, and the teacher should then step away before the pupil approaches the stand to read from the device. The pupil should not touch the stand or the device. The RMT Teacher must wipe the device again at the end of the lesson.
- RMT Teachers should avoid singing warm ups so the student is the only one singing.
- RMT Teacher should minimise the amount of singing they do during lessons.
- Breathing exercises should not be carried out during the lesson. RMT Teachers will make these available as audio voice notes and/or video tutorials for pupils to work through at home.

Piano/Keyboard

- The RMT Teacher should wipe the piano/keyboard keys with disposable wipes before and after each pupil.
- The RMT Teacher is responsible for adjusting the piano stool as and when required, and should sanitise their hands before and after doing so.
- Where possible, RMT Teachers should consider their positioning in order to avoid sitting too close to the pupil when they are playing.
- For the RMT Teacher to demonstrate, the pupil should first move at least 1m away from the keyboard.
- The RMT Teacher should sanitise their hands before and after demonstrating on the keyboard.

Guitar

- Where possible, RMT Teachers should consider their positioning in order to avoid playing directly opposite pupils.
- Where possible RMT Teachers should guide pupils in tuning. If it is not possible for the pupil to tune their own instrument, then the teacher may tune the instrument for the pupil, but must sanitise their hands before and after touching the pupils' instrument.
- Electric Guitar/Bass Guitar pupils must bring their own lead and plug it in to the provided amp themselves as directed/supervised by the RMT Teacher.
- The RMT Teacher must demonstrate hand/wrist position without touching the pupil's instrument or hand. Similarly, moving a pupil's fingers or thumbs whilst they are holding down chords must be avoided.

Tuned/Untuned Percussion

- Where possible, RMT Teachers should consider their positioning in order to avoid playing directly opposite pupils.
- RMT Teachers and pupils should not share sticks or any percussion instrument.
- RMT Teacher to direct pupil in setting up their instrument.

Drum Kit

- Where possible, RMT Teachers should consider their positioning in order to avoid playing directly opposite pupils.
- RMT Teachers and pupils should not share sticks.
- The RMT Teacher is responsible for adjusting the drum stool if required, and should sanitise their hands before and after doing so.
- The RMT Teacher is responsible for adjusting the drum kit if required, and should sanitise their hands before and after doing so.

Music Makers

- Where possible, RMT Teachers should consider their positioning in order to avoid playing directly opposite pupils.
- RMT Teachers and pupils should not share sticks or any percussion instrument.
- Percussion instruments and sticks will need to be wiped in between sessions.
- RMT Teacher to direct pupil in setting up their instrument, except where instruments are too big for pupils to manage, in which instance the RMT Teacher will be required to do this before the pupils arrive for their lesson. The RMT Teacher must sanitise their hands before and after touching instruments.
- RMT Teachers should minimise the amount of singing in sessions. Where appropriate humming may be used as an alternative.