Music Rehearsals Guidelines

We intend to keep the Music Room & Fellows Drawing Room available for music rehearsals throughout the Covid-19 emergency. However, please comply with the following guidelines to keep yourself and others safe.

- Both rooms are being used for teaching this year, so may have reduced availability. Impromptu room use is prohibited. You must book your room by emailing a music practice form, found on the College website, to events@murrayedwards.cam.ac.uk.

- Before heading out for music practice, you should undergo a self-assessment symptom check for any COVID-19 symptoms. If you have symptoms please do not attend your practice session and follow College guidance on reporting symptoms.

- If you (or your guest, should you have one) start to feel unwell during practice you should leave immediately and return to your Cambridge accommodation and follow your respective College’s guidelines on reporting symptoms.

- You should arrive at your practice room within five minutes of the start to prevent crowding or queues in public areas.

- Everybody is expected to wear a face covering when moving around the public spaces in College. They may be removed for music practice once you are in the practice room.

- The early morning cleaner unlocks the room door and it remains open all day and evening, negating the need to handle keys, until the night Porter locks up. Rooms will not be locked during the day. The cleaner will open windows as appropriate to ventilate the room.

- Ventilation is important in slowing the spread of Covid-19. Whenever possible keep windows or doors open the whole time the room is in use, this may mean dressing more warmly and turning the heating up. If it is too cold to leave windows or doors wide open at all times, it is important to leave them open between groups. If you cannot keep them open throughout your session, please open them before leaving the room.

- Use hand sanitiser before entering the Music Room or Fellows Drawing Room.

- If the room has a card announcing it has been cleaned and is safe to use, please enter the room. This card should be turned over by you at the start of your practice and, once you have cleaned the room following practice, turned back to show the green side.

- Before and after using the room wipe down any furniture and equipment you are using (e.g. piano & music stands), including the door handle on both sides, the light switches, white boards and window handles. Use the spray and cloth or wipes provided, being certain not to apply liquid product directly to devices.

- As the rooms are being used for supervisions, they will be set up for this purpose. If possible please try not to move the furniture but if you must, please ensure it is returned to position following your practice and sanitised.

- **Single users only** in both rooms.

- If **two users** wish to rehearse together they must submit a request for their activity to Director of Music Ewan Campbell (eahc2@cam.ac.uk). In general, the College is minimizing all face-to-face activities, but two performers are permitted to gather for recitals (and rehearsals for them). Providing both users are in agreement, face coverings may be removed for music practice.
• If more than one user is in the room, 2m distancing must be maintained.
• Users should depart the meeting room promptly, avoiding gathering outside the room.
• Please ensure all belongings are removed and waste paper is put in the bin.