



COVID-19 plan and rehearsal procedures

last updated: 17 April 2021

This document replaces the COVID-19 plan implemented by the Maruki Orchestra on 27 August 2020.

Maruki Orchestra will rehearse under current ACT Government COVID-19 restrictions, together with any restrictions imposed by the St Thomas More Parish, Campbell, the rehearsal venue.

Maruki Orchestra's COVID-19 safe protocols currently are:

At sign-in

1. Members must sign:
 - a. into the church venue using the CBR app.
 - b. the attendance register on arrival.
2. Members are asked to use their own pens, or wipe down the pens provided with sanitiser. Handwashing sanitiser will also be provided.

Seating

3. Seating in the church will be spaced 1.5 metres apart for string instruments, and 2 metres apart for woodwind and brass. Percussion will keep a 1.5 metre distance from the orchestra.

Ventilation

4. Doors and windows will remain open during rehearsals when weather permits.

Packing up after rehearsal

5. Church pews that are moved for rehearsal should be returned to position and cleaned with sanitiser.
6. Maruki chairs can be placed back into the storeroom without being cleaned.

Kitchen

7. The kitchen ZIP hot water may be used, but members should bring their own mug, and anything they wish to consume, and clean up afterwards.

General

8. Members must not attend rehearsal if they are feeling unwell, awaiting results of a COVID-19 test or have been in a COVID-19 hot spot within the relevant period.
9. Each member should bring their own music stand and music, and avoid physical contact with one another.



Rehearsal set up and pack down procedures

Set up

- a. Set up hand sanitiser pumps and sanitising wipes in the foyer and the hall.
- b. Put the attendance sheet and a pen(s) on the desk in the foyer, along with any notices.
- c. Open windows and doors to encourage good ventilation when weather permits.
- d. Stack the temporary pews in front of the divider curtain.
- e. The conductor's stand should be moved into position by two people.
- f. Set up chairs for the orchestra (from the storeroom) following correct social distancing protocols:
 - at least 1.5 metres between each player unless they live in the same household
 - 2 metres separation is recommended from and between woodwind and brass players.
- g. Each player is responsible for setting up their own instruments, stands, etc. Percussion instruments from the storeroom should be set up as needed by the percussionists with help where required.

After rehearsal

- a. Players should pack up their own equipment.
- b. Chairs, conductor's stand and percussion instruments are to be returned to the storeroom.
- c. The pews are to be placed back in the correct position in the hall and cleaned with sanitising wipes.
- d. Windows and extra doors are to be closed, secured. Handles etc. to be cleaned with sanitising wipes.

Hall close up

- a. Electrical switches are to be checked, turned off and cleaned with sanitising wipes.
- b. The attendance sheet is to be collected by a committee member.
- c. The venue is to be locked up.

After practice day

- a. The attendance sheet should be scanned and saved in the committee dropbox.
- b. Any attendee who develops flu or cold-like symptoms following a rehearsal should get a COVID-19 test, notify ACT Health and a member of the committee by email to: committee@marukicomcommunityorchestra.org.au