



VILLANOVA COLLEGE

19 March 2020

Dear Parents and Students

I would like to take a moment to thank you all for your assistance with our new hygiene measures and assisting with the monitoring of your son's health at home before sending him to rehearsal. We acknowledge that within our space we work in a slightly different context to the general classroom; however, we are confident that we are managing the environment effectively and will continue to do so with your son's help.

I am writing to you all today to communicate some slight changes to our hygiene processes and inform you of how we see the program proceeding over the current period we all must work through. We continue to operate based on the most up to date information and advice available to the College through Queensland Health and the Queensland Catholic Education Commission. Please find included with this letter a document outlining our hygiene procedures for activities within the Augustine Centre. We will continue to monitor the health situation and change these should it be required based on information from authorities.

Please ensure that your son takes his instrument home. This must occur each day he has a lesson and or rehearsal. As per the direction regarding personal materials from Mr Stower, we need all instruments and music to be taken home each day in case we are notified by Queensland Health that a closure is required due to contact tracing placing an infected person on site here at the College. I understand this will increase challenges in terms of transport to and from school; however, I appreciate your support in ensuring we are prepared should a snap closure occur.

Lessons and rehearsals will be continuing as per usual. The decision regarding rehearsals is a pastoral one; rehearsals are an important teaching and learning opportunity **and a valuable form of connection at this time of cancellations and closures.** If your son is absent from school, please ensure you notify the Music Office of your son's absence. This may be done through email to music@vnc.qld.edu.au and your son's teacher/ensemble director or you can use the **Music option** on the College absentee line. If you do not advise us of your son's absence, we will not be able to make up this lesson.

For students who are self-isolating whilst the College is open, we will not be providing online tuition at this stage. Lessons missed due to self-isolation will either be made up at a later date or credited against accounts at a time to be confirmed with Finance. There will be further information distributed home regarding the process around lessons should our College enter a period of extended closure. Should we be required to close for a short period (i.e. 3-days due to Qld Health contract tracing) we will suspend all activity and credit lessons missed.

You will receive from me a link to a Google Form before the weekend. This form will be seeking information from you regarding the resources available to your son for involvement

in remotely delivered music lessons. Please note that the questions **are not designed to indicate resources and materials required**; this is merely a survey to allow our staff to plan the best course of action for our students and ensure as normalised lesson delivery as possible may be made.

To assist students with home practice, both now and into the future, the College has a number of well-loved Manhasset Music Stands they would like to sell. There is a limited supply; however, I have been allowed to sell these for \$10 each. Sales must be by EFTPOS only, no cash for security purposes. Please either phone the Music Office on 3394 5691 or see Mrs Schrauf in person to purchase. We will need to limit sales to two per person – a little more generous than TP, about the same as milk.

Again, we thank you for your ongoing support at this challenging time. We look forward to maintaining connection with our students and provide a community, real or virtual, to allow the boys to defragment and find support through what is an unusual time in our history.

We wish you and yours all the best of health.

Yours sincerely



Mr Michael Jones
Director of Music



Mr Mark Stower
Principal





MUSIC HYGIENE PROCEDURES

Updated 19 March 2020

1. As per College directive, if your son is unwell, he is not to attend rehearsal or lessons. Communication must be made to both the College and the Music Office regarding your son's absence to ensure appropriate duty of care measures.
2. Students are to sanitise their hands at the sign-in kiosk in the Music foyer when entering and departing the building for instrumental music lessons and rehearsals.
3. If entering G8/9 or A1.01 for a Curriculum Music class, students are to sanitise their hands at the start and end of lesson with the hand sanitiser available in the classroom.
4. Classroom Music students and piano or guitar students using College instruments are to wash their hands with soap and water on level 1 as per College direction **before and after** their lessons.
5. Keyboards, pianos, and College guitars must be sprayed with disinfectant and wiped clean between each use.
6. Microphones are to be wiped with an alcohol wipe (supplied by teacher) or a cloth sprayed with disinfectant immediately after use, before storing.
7. Where possible, students will use public separation during rehearsals.
8. All wind and brass instruments are to release condensation into paper towel (available side of stage in theatre, bathrooms on level 1 and 2).

Thank you all for your consideration and assisting your community