

Guidelines for Studio and Session Recording During Covid-19

1.) Facilities

- a.) Facilities to be required:
 - i. Hand sanitizer for participants to be provided
 - ii. Hand sanitizer must be hospital grade (not naturopathic)
 - iii. Adequate air circulation following guidelines of fully replenished air every 6 minutes where possible
 - iv. Bathrooms must provide paper towels rather than air dryers
- b.) Adjustments to existing entrance/exit, bathroom and catering protocols
 - i. Assess adequate time allotments for entrance/exit and bathroom breaks
 - ii. Assess catering practices to ensure that:
 - 1.) Beverages are either in single-use containers or brought from home, and in either case promptly removed at the end of the session
 - 2.) Catering is either individually boxed, brought from home, or prohibited
 - 3.) Potlucks and utensils brought from off-site shall be prohibited
 - iii. Stage, booth and other on-site facilities to be cleaned and sanitized
 - 1.) Full-site sanitizing after each day of sessions
 - 2.) Sanitizing of gear and specific work areas after each session
 - 3.) No refuse or trash to be left on site
- c.) Gear/Equipment and instruments provided by the studio to be sanitized:
 - i. Headphones
 - ii. Chairs/baffles/music stands
 - iii. Pianos and other stage-bound musical instruments
 - iv. Recording of gear and equipment

2.) Social Distancing and Safety

- a.) The number of musicians and other participants per session will be strictly limited by the parameters of social distancing for each facility.
- b.) All participants shall wear masks at all times except during actual performance by wind and brass players
- c.) Minimum distances shall surround each individual at all times
 - i. 6 feet for everyone, including string players, percussionists, harpists, pianists, music prep professionals, crew and booth participants
 - ii. 9-12 feet for wind and brass players while they are on the stand
 - iii. Brass instruments will require accommodation for condensation that is typically left on the floor surface; some sort of sanitary receptacle shall be provided and disposed of safely.
 - iv. Adjustments to distance between players may be required in regard to air expelled by wind players through their instruments.
- d.) Consider recording section by section for large ensembles over multiple days and sessions to minimize the number of people in the studio at the same day and time.

3.) Sheet Music and Other Paper Materials

- a.) When passing out music, glove protocols or hand sanitizer shall be used
- b.) Contractors shall accept tax forms and other collectively bargained forms (cartage) digitally, or via mail
- c.) Musicians shall conclude the session with sheet music collected on the stand

4.) Illness-Related Issues:

- a.) Any musician, crew, or other participant who exhibits symptoms as defined by the CDC shall not attend the session.
- b.) Any musician, crew, or other participant who exhibits or feels the onset of such symptoms during the session shall leave immediately.
- c.) Musicians or crew who report symptoms during the session shall not be deprived of wages or benefits.