

Wharton Institute for the Performing Arts COVID-19 Protocols



Summary

- Vaccinations:
 - The Wharton Institute for the Performing Arts (WIPA) strongly recommends vaccinations and boosters for all who are eligible.
 - Our teaching faculty and administrative staff who are physically on our premises have been fully vaccinated. However, a few members of our teaching faculty who could not be vaccinated for medical reasons are continuously tested on a weekly basis.
- Participation:
 - Wharton Arts Facilities are mask optional/friendly regardless of vaccination status with the exception of those returning to program activities after COVID Positive isolation when masks are required on days 6-10.
 - No individual should come ill to any Wharton Arts program.
 - Isolation is required for individuals who test positive for COVID-19 and students/staff must stay home when experiencing symptoms of COVID-19.
 - Signs and Symptoms of COVID-19 based on CDC and NJDOH Guidance: Fever (100° F or greater); chills; new or worsening cough; shortness of breath or difficulty breathing; fatigue; muscle or body aches; headache; new loss of taste or smell; sore throat; congestion or runny nose; nausea or vomiting; diarrhea.
 - If there is an outbreak in a Wharton Arts program, only the affected groups will be notified with public health guidance.
 - Parents may make masking and testing decisions for themselves and their children - in school and out in the community - understanding that they and their children could be exposed to COVID-19 at any time.
- Facilities:
 - HVAC systems in WIPA buildings have been modified to increase outdoor air circulation
 - HEPA filtration units have been installed in all teaching rooms and offices
 - High touch surfaces are disinfected daily
 - Hand Sanitizer Dispensers and wipes are available in every office and teaching room

Introduction

This document details the protocols and procedures for Wharton Arts Operations, including conducting in-person rehearsals and lessons, during the COVID-19 pandemic. Please note that at all times, the latest CDC guidelines will apply and be implemented, and therefore may be different of the below procedures.

Organization-Wide Protocols

Health Protocols:

Students –

1. WIPA highly recommends vaccinations for all students eligible under current CDC guidelines.
2. Wharton Arts facilities are mask optional/friendly. Parents make masking and testing decisions for themselves and their children understanding that they and their children could be exposed to COVID-19 at any time.
3. Students who are sick with any symptoms are asked to stay home from rehearsal, classes, or lessons. Parents should contact the appropriate Wharton Arts office to report a student absence. Please be as detailed as appropriate regarding the reason for the absence.
4. Students will be asked to leave or not come to lessons or rehearsals if they test positive for COVID-19, or exhibit one or more of these symptoms:
 - a. A fever of 100 degrees or greater
 - b. Cough
 - c. Shortness of breath or difficulty breathing
 - d. Chills
 - e. Repeated shaking with chills
 - f. Muscle pain
 - g. Headache
 - h. Sore throat
 - i. New loss of taste or smell
 - j. Fatigue
 - k. Congestion or runny nose
 - l. Nausea or vomiting
 - m. Diarrhea
5. Students will be asked to sanitize their hands upon arrival at any program activity.
6. Students who test positive for COVID-19 or are required to quarantine due to COVID-19 exposure are asked to notify the appropriate Wharton Arts office based on their program
 - a. Performing Arts School – Student Services at 908-790-0700.
 - b. New Jersey Youth Symphony – Director of Orchestra Administration Stacy Square at 908-771-5544.
 - c. New Jersey Youth Chorus – Director of Chorus Administration Krystiana Machtinger at 973-998-5670.
7. Quarantine Guidelines from the NJ Department of Health:
 - a. For persons who have tested Positive and have symptoms:
 - i. Regardless of your vaccination status, if you are symptomatic and have tested positive for COVID-19, then you must isolate for 5 days from the date your symptoms began. If your symptoms are resolving after 5 days, you can end isolation, but you should wear a mask around others for 5 additional days, avoid travel if possible, and avoid places where you can't wear a mask like a restaurant.

- ii. If you still have a fever or if your symptoms haven't improved, you should continue to isolate until your fever is gone for at least 24 hours and your other symptoms are improving.
 - iii. If you can't wear a mask, you should isolate for a full 10 days.
 - b. For persons who have tested positive and have no symptoms:
 - i. Regardless of your vaccination status, if you do not have symptoms and have tested positive for COVID-19 then you must isolate for 5 days from the day you took your test. You can end isolation after 5 days if you still have no symptoms, but you should continue to wear a mask around others for 5 additional days, avoid travel if possible, and avoid places where you can't wear a mask like a restaurant. If you can't wear a mask, you should isolate for a full 10 days.
 - ii. Note: If symptoms develop, you should immediately isolate for at least 5 days after the date when symptoms began.
 - c. For persons who have had a close contact with someone who has tested positive:
 - i. Persons who are **not up to date** with vaccinations should quarantine using the guidelines for persons who have tested positive. During this time, monitor for symptoms, and get tested at least 5 days after exposure. If symptoms occur, you should immediately isolate until a negative test confirms symptoms are not attributable to COVID-19. If you test positive for COVID-19, you should isolate for 5 days from the date of the positive test result.
 - ii. Persons who are up to date with vaccinations or who had confirmed COVID-19 within the last 90 days do not need to quarantine but should wear a well-fitted mask around others for 10 days and get tested at least 5 days after the exposure (recently recovered persons do not need to test). If symptoms occur, or if you test positive, you should immediately isolate for at least 5 days after the date when symptoms began or the date of the positive test result.
 - d. For more information visit: <https://covid19.nj.gov/pages/quarantine-calculator>
8. Travel – students returning from travel outside of the New Jersey area must follow state and CDC guidelines for post-travel quarantine. Refer to the NJ Covid 19 website for the most up to date information.
<https://covid19.nj.gov/>
9. We are asking our parents to be the liaison to their school communities and inform WIPA of any outbreaks or quarantines happening in their school districts. We are prepared to shift to remote learning should there be an outbreak in our area.

Facilities

HVAC and Ventilation

In consultation with our HVAC Service Company, WIPA has initiated the following ventilation and purification protocols:

- Our HVAC systems in our buildings have been upgraded with new filters and have been altered so that fresh air is brought into the building at all times.
- All of our smaller teaching studios have been fitted with [Dyson TP04](#) air purifiers which are activated 24/7 to provide the cleanest air possible.

- Our three rehearsal halls (Burgdorff, Hyde & Watson, and the Wharton Black Box Theater) have all been fitted with the [Molekule Air Purifier Pro-Rx](#) which is an FDA-approved device that is especially designed to purify the air in large spaces.

Daily Cleaning

Daily cleaning in NJYS and PAS buildings where students and staff are present shall include:

- Sanitation of all rest rooms
- Sanitation of all high-touch surfaces with a CDC approved sanitizer
 - Door handles
 - Music stands
 - Chairs
 - Tables
- Carpeted floors will be vacuumed daily and hard surface floors will be mopped with appropriate CDC approved disinfectants

Program Specific Protocols

New Jersey Youth Symphony

Rehearsal Procedures

1. NJYS will communicate with each ensemble about the timing, traffic patterns and procedures for each specific ensemble.
2. Only NJYS Students, Staff, and designated parent volunteers will be allowed in the building during rehearsals. All Parent Volunteers who enter NJYS facilities will be required to be fully vaccinated.
3. For student safety, please follow the traffic pattern below when entering the NJYS building:



4. Students will be asked to sanitize hands upon arrival and upon returning to the rehearsal room from any breaks. Touchless hand sanitizer dispensers will be provided in all large rehearsal rooms.
5. Students will store cases and jackets in areas designated by the Orchestra Managers. Please only bring your instrument, cases and music to rehearsal.
6. Students will not be allowed to eat in the building. Only water bottles will be allowed into rehearsals.
7. Parents on Duty Volunteers will be assisting NJYS managers during rehearsals with attendance, bathroom monitoring, and rehearsal monitoring.

Breaks

1. In-Person rehearsals will have 15-minute break within each 60 minutes of rehearsal for air exchange in the rehearsal room.
2. Bathrooms visits will be limited to emergencies only and monitored by the NJYS Parent on Duty. No more than 2 persons will be allowed in the bathroom at one time.
3. No snacks will be allowed in the building during rehearsal. Vending machines and water fountains will not be available.

Large Ensembles – NJYS

1. Attendance Restrictions – attendance at rehearsals will be restricted to the following persons:
 - a. Students scheduled for rehearsal

- b. Staff – conducting and Admin
- c. Key volunteers – Librarian, Parent on Duty

Materials

Instruments

1. Students are responsible for obtaining and maintaining their own instruments, and bringing them to rehearsal, with specific exceptions for those instruments owned by NJYS.
2. Percussion & Pianos at NJYS. These instruments are by nature shared instruments. NJYS-owned instruments will be pre-set by staff prior to any rehearsal where they are used and cleaned following NAMM and CDC guidelines.
 - a. Percussion instruments will be individually assigned to each student. Small instruments will be lent to students to practice with at home and those students will be responsible for their care.
 - b. Instruments which remain in the NJYS rehearsal space will be handled only by the student to which they are assigned.
3. Students are required to have their own sticks and mallets where appropriate.
4. Disinfecting wipes will be available to all students who wish to sanitize their chair or music stand.

Music

1. Students will be assigned a black NJYS music folder with original copies of the music for each concert period.
2. Practice copies will be available on the NJYS Member Portal for access at home.
3. For students who share music stands, the inner player's music will be used and that student will be responsible for page turns. The outer player should have their music accessible to make notes when necessary.

PAS (Performing Arts School)

Drop-Off and Waiting Procedures

Parents are asked to follow the procedures below:

- WIPA highly recommends vaccinations and boosters for all students eligible under current CDC guidelines.
- Students aged 12 and over can be dropped off outside the building for lessons or classes.
- Parents of students under the age of 12 are asked to accompany their students into the building.
- Students will then wait in designated areas in the lobby for their private lesson or class teacher to escort them to the lesson.
- Parents will not be allowed to be in the room with their students during the lessons. Seating for waiting parents of students under 12 will be situated near the teaching studios.
- During periods of Very High COVID transmission, parents of students may be asked to wait outside of the building when appropriate social distancing cannot be maintained in the lobby.

Private Lessons

Private Lesson rooms at the Performing Arts School are equipped with the following:

- Individual Dyson HEPA filtration units
- Sanitizing wipes
- Individual hand sanitizer dispensers.

The Student Services office has evaluated every teaching studio and will assign teachers to studios based on their instrument. Each teacher will have a regularly scheduled room, which will not vary week-to-week. Sanitizing wipes will be available and teachers will be asked to wipe down any surfaces (piano keys, etc.) between students.

The Performing Arts School is prepared to shift to remote learning should there be an outbreak in our area. In times of Very High transmission, when in-person lessons are scheduled, it is at the discretion of the individual students and teachers to determine whether the private lessons should take place in-person on PAS premises or remotely. All PAS faculty who choose to teach in person during periods of Very High transmission will be required to submit proof of a negative COVID test prior to seeing students, regardless of vaccination status.

Group Classes and Musical Theater

During periods of Very High transmission rates, all faculty will be required to submit proof of a negative COVID test prior to teaching regardless of vaccination status.

- Students will be asked to sanitize their hands upon arrival at any program activity
- Students will be allowed to use restrooms one at a time.

Staff

Faculty and Teaching Staff

1. The majority of Wharton Arts teaching faculty and all administrative staff who are physically on our premises have been fully vaccinated. Per NJ State Guidelines, routine testing for unvaccinated staff is no longer required as of September 1, 2022.

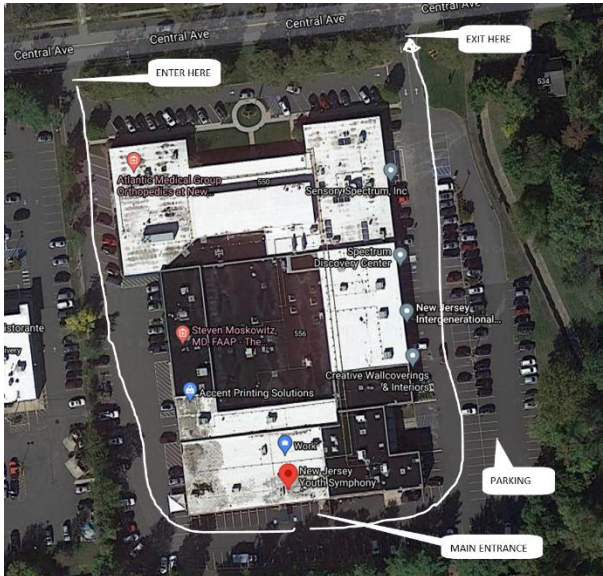
2. Staff who are sick with any symptoms are asked to stay home from teaching rehearsal, classes, or lessons. Staff members should contact the appropriate Wharton Arts office to report any absence. Please be as detailed as appropriate regarding the reason for the absence.
3. Faculty and Teaching Staff will be asked to leave or not come to lessons or rehearsals if they test positive for COVID-19, or exhibit one or more of these symptoms:
 - a. A fever of 100 degrees or greater
 - b. Cough
 - c. Shortness of breath or difficulty breathing
 - d. Chills
 - e. Repeated shaking with chills
 - f. Muscle pain
 - g. Headache
 - h. Sore throat
 - i. New loss of taste or smell
 - j. Fatigue
 - k. Congestion or runny nose
 - l. Nausea or vomiting
 - m. Diarrhea
4. Faculty and Teaching Staff will be asked to sanitize their hands upon arrival at any program activity.
5. Faculty and Teaching Staff who test positive for COVID-19 or are required to quarantine due to COVID-19 exposure are asked to notify the appropriate Wharton Arts office.
6. Travel – Faculty and Teaching Staff returning from travel outside of the New Jersey area must follow state and CDC guidelines for post-travel quarantine. Refer to the NJ Covid 19 website for the most up to date information. <https://covid19.nj.gov/>

We are asking our parents to be the liaison to their school communities and inform WIPA of any outbreaks or quarantines happening in their school districts. We are prepared to shift to remote learning should there be an outbreak in our area.

New Jersey Youth Chorus

Rehearsal Procedures

1. NJYC will communicate with each ensemble about the timing, traffic patterns and procedures for each specific ensemble.
2. Only NJYC Students, Staff, and designated parent volunteers will be allowed in the building during rehearsals. All Parent Volunteers who enter NJYC facilities will be required to be fully vaccinated.
3. For student safety, please follow the traffic pattern below when entering the NJYS building:



4. Students will be asked to sanitize hands upon arrival and upon returning to the rehearsal room from any breaks. Touchless hand sanitizer dispensers will be provided in all large rehearsal rooms.

Ensembles – NJYC

2. Attendance Restrictions – attendance at rehearsals will be restricted to the following persons:
 - a. Students scheduled for rehearsal
 - b. Staff – conducting and Admin
 - c. Key volunteers

Resources:

The following were used as primary resources in preparing these guidelines.

- Arts Ed NJ September Forward: <https://www.artsednj.org/september-forward/>
- Performing Arts Aerosol Study: A Conversation on Mitigations Fall 2021: Bob Morrison of Arts Ed NJ moderates a discussion on latest guidance for 2021: <https://www.youtube.com/watch?v=1seuGKnKHb0>
- CDC Guidelines for Re-opening Schools: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>
- CDC Restart Readiness: <https://www.cdc.gov/coronavirus/2019-ncov/community/resuming-business-toolkit.html#restart-readiness-checklist>

- NFHS/CBDNA COVID-19 Aerosol Disbursement Study: <https://www.nfhs.org/articles/unprecedented-international-coalition-led-by-performing-arts-organizations-to-commission-covid-19-study/>
- AIHA Healthier Workplaces Guidance for General Office Settings: https://aiha-assets.sfo2.digitaloceanspaces.com/AIHA/resources/Reopening-Guidance-for-General-Office-Settings_GuidanceDocument.pdf
- New Jersey COVID information hub: <https://covid19.nj.gov/index.html>
- New York Times Union County, NJ Covid Case Tracker: <https://www.nytimes.com/interactive/2021/us/union-new-jersey-covid-cases.html>
- Links to HEPA filtration units:
 - o Dyson: [Dyson TP04](#)
 - o Molecule: [Molekule Air Purifier Pro-Rx](#)

PLEASE NOTE THAT THE LATEST CDC AND NJ STATE GUIDELINES WILL ALWAYS HAVE PRIORITY OVER THE CONTENT IN THIS DOCUMENT