


23/03/2020

CHRC RESPONSE PLAN TO COVID-19

Dear Coffs Harbour Regional Conservatorium (CHRC) Families, Students and Friends,

As we continue through the ever changing situation regarding COVID-19, the CHRC has put in place 5 levels of response to best protect our staff, families and students. Currently CHRC is at level 2 as shown by the blue arrow. The 5 stage plan is as follows:

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- 1) Normal operations. CHRC continues as normal.
 - 2) Increasing risk to CHRC staff, students and families will see concerts postponed/cancelled and ensembles cancelled for the remainder of term 2.
 - 3) As a result of professional advice, staff shortages, undiagnosed respiratory illnesses or COVID-19 cases in Coffs Harbour, CHRC will cease the operation of all group lessons and only deliver one-on-one lessons. At this point it will be recommended that students and families make themselves familiar with the online lesson platform, Zoom, and create profiles to enable online lessons if stage 4 is activated.
 - 4) If schools close, then all school programs delivered by CHRC will cease until further advice from the Department of Education. At this point a decision will be made to switch all lessons to video conferencing through Zoom.
 - 5) Full shut-down of CHRC facilities with no staff or students to be onsite until further advice from the NSW Department of Education and Department of Health as well as the Association of NSW Regional Conservatorium.

In an effort to protect CHRC teachers, staff and students, lessons will not be taught if a student/family member/carer arrives for a lesson and is unwell. This is a responsibility of the parents/family/carers to ensure students do not come to the Conservatorium if they are sick. Please stay informed and up to date via the Con's Facebook page and website. Updates will be provided when possible and necessary and inquiries are welcome over the phone on 6652 1592.

Please take the following precautions when preparing for lessons:

- Ensure hands are washed with soapy water before entering the studio for lessons
- Practice social distancing
- **Do not come to lessons if you are unwell**

Thank you for your cooperation.

Kind regards,

Patrick Brearley

Artistic Director

Coffs Harbour Regional Conservatorium