

# Procedures for Practice Rooms in Packard Hall

*Please help us keep our community safe by following the guidelines below when you use practice rooms. Thank you!*

## 1. Wash your hands.

Wash your hands with soap and water before and after you enter a practice room.



## 4. Clean Piano Keys

To clean the piano keys, spray hydrogen peroxide three times onto a **blue** microfiber cloth and gently wipe down keys. Allow to air dry.



Place all used rags into bin marked "USED RAGS"



## 2. Stay in a specific room.

Please reserve the same practice room every time to aid in contact tracing, if needed.

Do not practice with anyone else in the room, as they are too small.



*If possible, have a designated toilet and bathroom as well. Please use east side bathrooms only, west are reserved for Art Dept.*

## 5. 15 minutes for ventilation

Please leave the practice room 15 minutes prior to the end of your reserved time. All practice times include a 15 minute buffer at the end for air purification.

For example, if your reserved time is from 9:00-10:30, you must leave by 10:15. Set an alarm on your phone so you do not stay too long.



## 3. Disinfect when you are done.

Clean every surface that you touch during your practice session.

This includes music stands, door knobs, tables, and piano benches.

Use the general disinfectant for these surfaces and apply with a **white** cloth.



**DO NOT CLEAN PIANO KEYS WITH GENERAL DISINFECTANT. YOU MUST USE HYDROGEN PEROXIDE!**

## 6. Exit Appropriately

Please enter through the upper east door and exit through the lower west door of Packard. Avoid lingering longer than you need to and wear your mask at all times when outside of the practice room.

Be considerate and only reserve the time you need. You may book 2 back to back sessions if you want to practice longer in one sitting.

Stay home if you are feeling sick and report any symptoms to Campus Safety.

Happy Practicing!

