University of Rochester

Revised Practice Room Policies and Procedures

Fall 2020

Given the enhanced safety protocols in place for the fall 2020 semester due to the COVID-19 pandemic, we have changed the way students will utilize practice space on the River Campus (Spurrier and Strong). These general policies will apply to all practice spaces:

1. Training/Symptom Tracking: All students who access practice rooms must have completed the University’s COVID-19 Safety Training in Blackboard and completing their daily Dr. Chatbot symptom tracking.

2. Reservations required: All practice spaces on the River Campus must be reserved in advance in order to keep students from queuing up in hallways and/or wandering the building while they wait for a room. This will also allow the administration to keep a record of practice room occupancy in the event this information is needed for contact tracing. See below “How to get access to on-line reservations” below for details.

3. Cleaning room spaces: Students will adhere to posted cleaning protocols in all practice rooms and utilize the provided cleaning products as instructed. While the University has implemented enhanced cleaning protocols throughout the facilities, individual students are responsible for cleaning their practice room before and after each session.

4. Breaks between sessions: The schedule for room usage requires a break of at least 30 minutes between practice sessions in each room. This will allow for an exchange of air in the room and provide ample time for virus particles to settle and be cleaned more easily.

5. Occupancy limits: All practice rooms are limited to an occupancy of one (1) student at a time. No exceptions. Failure to abide by this limit will result in immediate revocation of practice room access. For group practice rooms (Chamber Ensembles, Jazz Combos, etc.) email Jimmy Warlick [link]

6. All of these polices are subject to change throughout the semester. The Music Department and Office of Academic Affairs will be soliciting student and faculty feedback throughout the semester and will work diligently to ensure that students have appropriate access to practice spaces.

7. Student workers, who have access to the on-line reservation schedules, will monitor the practice rooms to ensure students are practicing only in rooms previously reserved and following all other fall 2020 practice room rules and regulations.

8. Students who violate these Fall 2020 Practice Room Policies (including uncivil and/or disrespectful behavior toward the student monitors) will lose their access to the practice rooms and may be subject to disciplinary action per the University of Rochester Student Code of Conduct.
**How access to on-line reservations**

**NEW STUDENTS**  
(and/or you do not have a #55 or CAA2 practice room key)

1) Download & print the form - [New Practice Room](#)

2) [Make an appointment](#) for “Practice Room Access Authorization” (will be in Dewey Hall 1-339, by appointment only).

3) Bring the completed form and $50, cash or check, at the time chosen above.

4) After your appointment, and upon approval, you will receive authorization and instructions to begin reserving the practice rooms.

**RETURNING STUDENTS**  
(you already have a #55 or CAA2 practice room key)

1) Download & print the form - [Returning Practice Room](#)

2) [Make an appointment](#) for “Practice Room Access Authorization” (will be in Dewey Hall 1-339, by appointment only – bring the completed form **AND your old keys**!!).

3) After your appointment, and upon approval, you will receive authorization and instructions to begin reserving the practice rooms.