Curtis Institute of Music
COVID-19 Reentry and Reopening Plan
Last Updated: August 24, 2021
Introduction

This is a living document and will change over the course of the pandemic.

This document provides an overview of the plans to reopen the Curtis campus in the wake of COVID-19. Answers to specific Frequently Asked Questions (FAQs) can be found on our website at Curtis.edu/Covid-19.

• Protocols in this document apply to activity on the Curtis campus and all community members are expected to adhere to these measures.

• Curtis’s 6-Phase approach to reopening safely is outlined on Page 4.

• Global and national health authorities, including the World Health Organization and the U.S. Centers for Disease Control and Prevention will provide guidance as to the status of the SARS-CoV-2 pandemic and when it can be declared over. Curtis will follow WHO, CDC, and state and local health authorities' guidance.

• Both the WHO and CDC define the end of a pandemic by the decrease of disease transmission. This can occur through 3 mechanisms:
  1) natural immunity;
  2) induced immunity through vaccination; and
  3) the virus mutates into a less harmful variant or dies off.
Introduction (cont’d)

All community members are urged to remember the following:

• Our plan stresses “Safety First,” designed with the well-being of our entire community at the forefront. Curtis has many facets to consider in making this a safe environment for all.

• The very nature of what we do as an institution—playing together, living together, learning together—can lead to community spread, so we must reopen carefully. Our approach to reentry will be phased in slowly and spread out over a long period.
  • Our understanding of the risks posed by wind players, brass players, and singers is evolving.

• We will seek to mitigate risk without causing significant disruption wherever possible.

• These plans are a living document. Updates will be posted to Curtis.edu/Covid-19.

• All Curtis community members are expected to comply with these measures. Those who do not comply will not be permitted on campus.

• The success of our plans will hinge on the degree to which we, collectively, embody the community health covenant that each of us, individually, will make to one another.

• When in doubt, remember the “Three Ws”: Wear your masks, Watch your distance, Wash your hands

• Refer to the Community Health Covenant for more information.
## CURTIS RE-OPENING PLAN SUMMARY

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<tr>
<td>Current Phase</td>
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<td>Re-entry Phase</td>
<td>Re-opening with minimal occupancy</td>
<td>Re-opening to all internal stakeholders</td>
<td>Open to limited number of external stakeholders</td>
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| STAFF | Work From Home (WFH) | WFH, except designated personnel | WFH, except designated personnel | Curtis prefers WFH and may require in some situations | Curtis prefers WFH and may require in some situations | Curtis permits WFH where possible |

| FACULTY | WFH | WFH | Remote teaching encouraged, particularly for teachers living outside of the immediate Philadelphia area | Faculty may teach on-site or remotely based on their preference | Faculty may teach on-site or remotely based on their preference | Full resumption of in-person instruction |

| STUDENTS | Residents: Not permitted on campus | Residents: (no students in residence) | Residents: Permitted on campus only during student orientation and scheduled move-ins | Residents: Permitted on campus | Residents: Permitted on campus | Residents: Permitted on campus |
|          | Non-residents: Not permitted on campus | Non-residents: Permitted on campus by scheduled times only | Non-residents: Permitted on campus by scheduled times only | Non-residents: Permitted on campus (modified hours) | Non-residents: Permitted on campus (no restrictions) | Non-residents: Permitted on campus (no restrictions) |

| BUILDINGS | All buildings closed | Lenfest Hall Limited Opening 1726 Closed (construction) | Lenfest Hall Limited Opening 1720 Limited Hours 1718 Closed 1620 Closed | Lenfest Hall Limited Opening 1720 Limited Hours 1718 Limited Opening | Lenfest Hall Open 1726 Normal Hours 1720 Normal Hours 1718 Open (stagger) 1620 Open (stagger) | LH Open 1726 Normal Hours 1720 Normal Hours 1718 Open 1620 Open |

| GUESTS/ VISITORS | Vendors permitted as necessary. | Vendors permitted as necessary. | Vendors permitted as necessary. | Vendors permitted as necessary. | Minimal occupancy & physical distancing at concerts | Increased occupancy, relaxed physical distancing |

*Note: This table summarizes the re-opening plan for Curtis Institute during the pandemic phase.*
Our assumptions and expectations

• Curtis will reopen for in-person instruction Fall 2021.
• International students will be permitted to enter the U.S.
• COVID-19 safety protocols (social distancing, sanitizing, etc.) and Community Health Covenant will remain in effect throughout AY2021–22, unless the pandemic is declared over (see page 2 for definition).
• From August 11 through the end of the fall vaccine clinic period (October 1), all Curtis community members, regardless of vaccination status, must wear a mask indoors while on campus. Limited exceptions apply for vocalists, wind players, and brass players in rehearsals. Curtis will revisit this policy after October 1, in consultation with local guidance.

NOTE: The Task Force recommends limiting in-person gatherings wherever possible (a policy consistent with local and federal guidance), while being mindful of the inherent hierarchy of Curtis’s unique educational value proposition.
A note about vaccines

The performing arts and higher education industries share similar characteristics when it comes to congregating. When fully operational, both industries gather large groups of people together, often indoors, and for long periods of time. These conditions are ripe for the spread of airborne viruses.

Curtis requires that all its students and employees will be vaccinated against COVID-19 in order to ensure the fastest and safest path to working together again collaboratively and in-person. Curtis recognizes those vaccines which have received full approval (Pfizer-BioNTech) and/or Emergency Use Authorization (Moderna, Johnson & Johnson/Janssen) from the U.S. Food and Drug Administration or have been pre-qualified for Emergency Use Listing by the World Health Organization (AstraZeneca, Covishield, Sinovac).

Curtis requires that all its employees and students be fully vaccinated against COVID-19 by October 1, 2021.
A note about vaccines (cont’d)

STUDENTS
Once approved vaccines are made available to people of all ages, all current and incoming students will be required to show proof of immunization against COVID-19 prior to coming to campus and enrolling. In the Commonwealth of Pennsylvania, the law provides an exemption to this requirement if the student demonstrates a medical contraindication to vaccination. Note: Unlike the meningococcal requirement (which is only required for Lenfest Hall), the COVID-19 vaccine will be required for all students, living on-campus and off-campus.

EMPLOYEES
All Curtis employees (all full-time and part-time faculty, staff, and subcontracted staff) are required to be vaccinated against COVID-19 and its variants. This includes both the initial vaccination as well as any required boosters. The only legitimate exemptions from this requirement are a medical contraindication to vaccination, a request for a reasonable accommodation under the ADA/Rehabilitation Act, or religious or personally-held beliefs protected under Title VII. The Office of Human Resources is requesting employees provide proof of fully vaccinated status and will maintain this information confidentially.
A note about vaccines (cont’d)

We hosted a Pfizer vaccine clinic for staff, faculty, and local students in April. We are hosting another two-shot vaccine clinic on **August 27 and September 17** for any remaining community members who have not yet had an accepted vaccine. Our goal is to have the entire Curtis community fully vaccinated by the end of the calendar year. Curtis requires all students and employees to keep up-to-date with any required booster shots and we will hold additional clinics for these booster shots, as needed.

*Note: the CDC states that an individual is “fully vaccinated” two weeks after receiving the second dose of vaccine of a 2-dose vaccine, or two weeks after receiving a single-shot vaccine.*

Community members who successfully petition for a vaccine exemption must take additional precautions (including masking, social-distancing, and regular testing) while on campus. A range of accommodations will be offered to protect individual privacy in these instances.

**NOTE: No vaccine is 100% effective 100% of the time. As expected, there have been reports of individuals contracting mild versions of COVID-19 after receiving an FDA approved/EUA COVID-19 vaccine. Nevertheless, the vaccines have proven to be remarkably effective at keeping vaccinated individuals out of hospitals and in turn preventing deaths. To maintain this degree of efficacy against current and future variants of COVID-19, many experts believe that individuals will need to be revaccinated regularly.**
Community Health Covenant

We, the faculty, staff, students, trustees, and visitors of the Curtis Institute of Music commit to maintain a code of ethics concerning our health, safety, and well-being.

We commit to being:

• Truthful and honest in the assessment of our own health condition and risk of exposure to COVID-19 when seeking to access the campus;

• Accountable for the ways in which our actions and choices might impact the health and well-being of others;

• Cautious and responsible regarding how we interact with others, both within Curtis and in the broader society; and

• Accountable to one another in upholding the highest standards and practice of our community health guidance and procedures.
Information for STAFF

• Some staff may (but are not expected or required to) return to campus beginning in **Phase 3**, keeping in mind that 1726 will remain closed for renovations through December 2021.

• Beginning in **Phase 4**, staff members who wish to return to campus on a more frequent or regular basis may do so upon request and with approval of the Human Resources office.
  
  • Curtis encourages its staff to work from home (WFH) where possible—even after the pandemic is over—given the environmental and personal benefits. Staff should discuss job responsibilities and individual circumstances with their supervisor and/or Human Resources on an on-going basis.
    
    • Some employees, by virtue of their role responsibilities, may be required to work from campus some or all of the time.

• As a member of the Curtis community, staff members are expected to be vaccinated against COVID-19 and its variants. See “**A note about vaccines**” in this document for additional information.

*Through October 1, 2021, all Curtis community members—regardless of vaccination status—must wear a mask indoors. Meetings of 5 or more staff members must be held virtually. To mitigate the spread of any airborne illness, 3 feet of distance should be maintained at all times. These policies will be revisited after October 1, in accordance with local guidance.*
Information for FACULTY

Performance Faculty

• Performance faculty who wish to teach or coach remotely may continue to do so.
  • During the initial re-opening phases (Phases 3 and 4), remote teaching is strongly encouraged for faculty who reside outside of Philadelphia.
  • No in-person lessons may be taught off-campus (such as at a faculty member’s home or studio). This is a permanent change. Lessons will be held on campus; in an approved off-campus location that is leased, operated, or controlled by Curtis; or online.
  • Chamber music groups may rehearse in the same room with a faculty coach Zooming in.

Academic Faculty

• Academic faculty, particularly those who live outside of the Philadelphia area, are encouraged to consider offering their classes remotely.

Through October 1, all Curtis community members—regardless of vaccination status—must wear a mask indoors. To mitigate the spread of any airborne illness, 3 feet of distance between student and teacher should be maintained at all times. These policies will be revisited after October 1, in accordance with local guidance.
Information for STUDENTS

Residents

• Many New Student Orientation (NSO) activities took place online throughout the summer. A hybrid NSO combining virtual and small in-person events will be held August 21–27.

• Both new and returning Residents will be assigned a move-in day and time. New and second year students moved into Lenfest Hall on August 20. All other returning students will move into Lenfest Hall on Thursday, August 26 between 10 a.m. and 6 p.m. These are the only two approved move-in days; please plan to arrive on your designated move-in day. Only student residents will be permitted into the residential floors of Lenfest Hall on their move-in day. No parents/guests will be permitted to assist with move-in. Resident Coordinators (RCs) and Peer Ambassadors (PAs) will assist residents with their move into the residence hall.

• All suites will contain only single-occupancy rooms.

• Residential floors 5–9, including the lounge and terrace, will be available only to residents until Curtis reaches Phase 5. The lounge, terrace, and kitchen will be used for socially-distanced gathering, programming, and dining for Lenfest Hall residential students only.
Information for STUDENTS (cont’d)

Residents (cont’d)

• The 5th floor student kitchen will be open 24 hours a day, seven days a week as normal for student use. Students are expected to clean up after themselves. The kitchen will also be cleaned regularly by housekeeping staff.

• The 5th floor laundry room is open 24 hours a day as normal and will be cleaned daily.

• In order to provide sufficient socially-distant seating for meals during the first five weeks of the fall semester, Gould Dining Hall and Locks Board Room will have tables and chairs set at the appropriate distances for dining.
  • The Dannenbaum Terrace will also be available for students to eat meals. During good weather days, students are strongly encouraged to eat outside on the Terrace.

• Non-compliance will constitute a violation of the Student Code of Conduct.
Testing for residents

- All Lenfest Hall residents must show proof of having received an accepted vaccine (see definition below) or, for those medically contraindicated for vaccination, proof of a negative COVID-19 test, within 72 hours before coming to Lenfest Hall and moving in. Residents without proof will be turned away.

- Curtis will accept those vaccines which have received full approval (Pfizer-BioNTech) and/or Emergency Use Authorization (Moderna, Johnson & Johnson/Janssen) from the U.S. Food and Drug Administration or which have been pre-qualified for Emergency Use Listing by the World Health Organization (AstraZeneca, Covishield, Sinovac).

- For students unable to obtain a vaccine prior to arrival, Curtis will host a Vaccine Clinic on Friday, August 27 (first shot) and September 17 (second shot).

- Upon arrival at Lenfest Hall, unvaccinated Lenfest Hall residents will be tested again 24 hours after arrival and will remain in quarantine (in their dorm rooms) until the test result comes back.

- Students who receive a negative result after their post-arrival test and do not display any COVID symptoms will be released from quarantine.

- Students who receive a positive result after their post-arrival test will be placed in isolation if they are exhibiting COVID symptoms. If not exhibiting symptoms, they will be tested daily and will be released from isolation after two consecutive days of negative test results.
Information for STUDENTS (cont'd)

Non-residents

• Not all buildings will be available and building hours may be limited.

• Lenfest Hall resident floors (floors 5–9) will be available only to residents until Phase 5.
  • Non-compliance will constitute a violation of the Student Code of Conduct.

• Any student who is not fully vaccinated will need to show proof of a negative COVID test taken within 72 hours of arrival on campus before participating in any classes, lessons, or other student activities.

• During the first five weeks of the fall semester, non-resident students with meal plans may use Locks Board Room and Gould Dining Hall for socially-distant dining, except when Locks Board Room is in use for COVID testing.
Information for STUDENTS (cont'd)

Domestic Students

• If you are unable to be physically present in Philadelphia, you will be able to continue your studies remotely. Select musical studies, liberal arts, and career studies courses will be available online to provide as much access as possible.

International students

• If you are unable to travel to the U.S. due a travel restriction, you will be able to continue your studies remotely. Select musical studies, liberal arts, and career studies courses will be available online to provide as much access as possible.

  • If you are a new student and are unable to obtain a visa, please contact Meredith Tarditi to discuss your specific situation.
Practice Rooms

The following items will be provided in each practice room:

- Sanitizing spray
- Sanitizing wipes or towels
- Instructions for cleaning

General Rules

- Anyone who uses a practice room is required to disinfect music stands, doorknobs, light switches, and other shared surfaces before and after using the room.
- All rooms, including individual practice rooms, must be reserved in advance through Asimut. There should be a time buffer scheduled between uses of the room.
- Curtis housekeeping staff will disinfect rooms daily.
- All rooms available for ensemble or group instruction will be equipped with HEPA air purifiers.

Through October 1, all Curtis community members—regardless of vaccination status—must wear a mask indoors. To mitigate the spread of any airborne illness, 3 feet of distance between student and teacher should be maintained at all times. These policies will be revisited after October 1, in accordance with local guidance.
TESTING

Routine Testing
Curtis will require students and employees who are medically contraindicated for vaccination to undergo routine testing at regular intervals (likely once a week during the fall semester).

• Testing will take place in Locks Board Room by a designated testing service, or offsite at a nearby clinic where Curtis has an existing relationship.

• Individuals may elect to administer an approved “at-home” test directly.

• The costs of these tests will be covered 100% by Curtis and the school will have access to the individual results.
Symptomatic Testing

What if a faculty member, staff member, student, or guest exhibits symptoms of COVID-19 while on campus, or is diagnosed with COVID-19 and has been on campus within the past 14 days?

• The individual must inform HR, either directly in the case of a faculty or staff member, or indirectly through a representative of the Student Services Office.

• The individual must immediately self-isolate and get a COVID-19 test.
  • Individuals who test positive must remain in isolation for 10 days from the onset of symptoms. (Asymptomatic individuals who test positive remain isolated for 7 days from first positive test result.)
    • All close contacts (defined as cumulative contact of 15 minutes over a 24-hour period) will be notified by HR, asked to monitor symptoms, and get tested only if they exhibit symptoms.
    • For Lenfest Hall residents, the individual who tested positive may be moved to a nearby hotel.
  • Individuals who test negative but still exhibit symptoms must remain in self-isolation until the symptoms have ended and three (3) full days have passed.

• The costs of these tests will be covered by most insurance. A doctor’s office referral may be required. If there is a problem obtaining the symptomatic test for free, contact HR for a reimbursement.
Tests During the Vaccine Clinic Period

The procedures below will be in effect during Curtis’s vaccine clinic period (August 11 – October 1, 2021).

• On **August 30, all Curtis students are required** to participate in a COVID testing clinic in Locks Board Room. Other Curtis community members may elect to participate in testing as well. Like Curtis’s spring testing clinic, the August 30 clinic will be administered by Genetworx and results will be ready in 24 to 48 hours.

• Curtis will have a supply of self-administered at-home 15-minute BinexNOW rapid tests for use by wind, brass, and vocal studies department members. Other Curtis community members may access this supply upon request. Contact Kim Gould for more information.
  • Each test kit contains two tests. The second test should be taken 36 hours after the first.

For self-tests, when the individual has **NO symptoms**:

• If the first test is positive, take the second test 36 hours later, practicing **mitigation** in the meantime.
  • If the second test is negative, the individual can return to normal activities.

• If both tests are positive, the individual should alert Meredith Tarditi (students and faculty) or Kim Gould (staff) and go to Vybe for an additional test to confirm the results.
Tests During the Vaccine Clinic Period (cont’d)

For self-tests, when the individual **HAS symptoms:**

- If the first self-test is positive, the individual should alert Meredith Tarditi (students and faculty) or Kim Gould (staff) and go to Vybe for an additional test to confirm the results.
  - If Vybe test is positive, follow the procedure outlined in Curtis’s **COVID-19 FAQs** (“What if someone who has been on campus tests positive for COVID-19?”).
  - If Vybe test is negative, **isolate** and practice **mitigation** for 10 days from onset of symptoms.

- If symptomatic but the first test is negative, alert Meredith Tarditi or Kim Gould and test again at Vybe.
  - If the Vybe test is positive, follow the procedure outlined in Curtis’s **COVID-19 FAQs** (“What if someone who has been on campus tests positive for COVID-19?”).
  - If Vybe test is negative, **isolate** and practice **mitigation** for 3 days after cessation of symptoms.

**Vybe Clinic**

- Curtis has an account at Vybe Clinic (1420 Chestnut Street) for Curtis community members who need a confirmatory test, as outlined above.

- If a Vybe test is positive, follow the procedure outlined in Curtis’s **COVID-19 FAQs** (“What if someone who has been on campus tests positive for COVID-19?”).
Mitigation vs. Isolation

• Mitigation:
  • Wash your hands frequently
  • Wear a mask when around others
  • Watch your distance around others
  • Avoid group gatherings unless your physical presence is necessary

• Isolation:
  • Shelter-in-place.
  • Avoid gatherings of any kind.
  • For Lenfest Hall residents only, Curtis will provide three (3) boxed meals per day to your suite.
Information for VISITORS and VENDORS

• The Curtis campus will remain closed to visitors through October 1—the end of Curtis’s fall vaccine clinic period.
  • “Visitors” are those who are not current Curtis students, faculty, staff, trustees, or regular vendors.
  • Note: Locks Board Room is not available for meetings or events until we are in Phase 5.
  • 1726 Locust Street remains closed for building improvements through December 2021.

• Vendors are permitted on campus as needed and are required to abide by Curtis’s COVID-19 procedures.

• When Curtis reopens to the public, visitors will be required to abide by the school’s health and safety measures, which are based on guidance from health authorities and government agencies.

This policy will be evaluated regularly and updated as conditions and circumstances permit, in accordance with local guidance.
Information About PERFORMANCES

• Curtis looks forward to resuming live performances for in-person audiences in October 2021, while also continuing to provide robust digital offerings.

• Curtis will resume the Student Recital Series on Friday, October 15. During the fall semester, performances will take place on Mondays and Fridays in Gould Rehearsal Hall for a limited in-person audience. Free reservations must be made in advance.

• Information about upcoming performances is now available on Curtis.edu. Ticking details will be announced in September; individual and season tickets go on sale September 28. Sign up for Curtis’s email list to receive updates.

• Safety protocols, informed by guidance from health authorities and government agencies, will be in place for all in-person events.
Important Links

Curtis.edu/Covid-19 for current Curtis reopening information and answers to FAQs.

Recommended COVID-19 guides and resources:

Centers for Disease Control and Prevention

Commonwealth of Pennsylvania

City of Philadelphia

Thank you for your efforts to help keep Curtis and our community members safe!
Reopening Task Force

This plan was created by Curtis’s Reopening Task Force, consisting of representatives from across the school, with input and advice from health experts and officials.

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