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

<table>
<thead>
<tr>
<th>CURTIS PHASE</th>
<th>PHASE 1</th>
<th>PHASE 2</th>
<th>PHASE 3</th>
<th>PHASE 4</th>
<th>PHASE 5</th>
<th>PHASE 6</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Campus Closure</td>
<td>Re-entry Phase Follow existing Curtis COVID-19 protocols</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>
<td>Resumption of new normal operations</td>
</tr>
<tr>
<td>STAFF</td>
<td>Work From Home (WFH)</td>
<td>WFH, except designated personnel</td>
<td>WFH, except designated personnel</td>
<td>Curtis prefers WFH and may require in some situations</td>
<td>Curtis prefers WFH and may require in some situations</td>
<td>Curtis permits WFH where possible</td>
</tr>
<tr>
<td>FACULTY</td>
<td>WFH</td>
<td>WFH</td>
<td>Remote teaching encouraged, particularly for teachers living outside of the immediate Philadelphia area</td>
<td>Faculty may teach on-site or remotely based on their preference</td>
<td>Faculty may teach on-site or remotely based on their preference</td>
<td>Full resumption of in-person instruction</td>
</tr>
<tr>
<td>STUDENTS</td>
<td>Residents: Not permitted on campus (no students in residence)</td>
<td>Residents: Permitted on campus only during student orientation and scheduled move-ins</td>
<td>Residents: Permitted on campus by scheduled times only</td>
<td>Residents: Permitted on campus</td>
<td>Residents: Permitted on campus</td>
<td>Residents: Permitted on campus</td>
</tr>
<tr>
<td></td>
<td>Non-residents: Not permitted on campus</td>
<td>Non-residents: Permitted on campus by scheduled times only</td>
<td>Non-residents: Permitted on campus (modified hours)</td>
<td>Non-residents: Permitted on campus (no restrictions)</td>
<td>Non-residents: Not permitted on campus (no restrictions)</td>
<td></td>
</tr>
<tr>
<td>BUILDINGS</td>
<td>All buildings closed</td>
<td>Lenfest Hall Limited Opening 1726 Closed (construction) 1720 Limited Hours 1718 Closed 1620 Closed</td>
<td>Lenfest Hall Limited Opening 1726 Closed (construction) 1720 Limited Hours 1718 Limited Opening 1620 Limited Opening</td>
<td>Lenfest Hall Open 1726 Normal Hours 1720 Normal Hours 1718 Open (stagger) 1620 Open (stagger)</td>
<td>Lenfest Hall Open 1726 Normal Hours 1720 Normal Hours 1718 Open 1620 Open</td>
<td>LH Open 1726 Normal Hours 1720 Normal Hours 1718 Open 1620 Open</td>
</tr>
<tr>
<td>GUESTS/VISITORS</td>
<td>Vendors permitted as necessary. Guests not permitted.</td>
<td>Vendors permitted as necessary. Guests not permitted.</td>
<td>Vendors permitted as necessary. Guests not permitted.</td>
<td>Vendors permitted as necessary. Limited guests permitted starting October 2</td>
<td>Minimal occupancy &amp; physical distancing at concerts</td>
<td>Increased occupancy, relaxed physical distancing</td>
</tr>
</tbody>
</table>

**Note:** "Dress Rehearsal" with local students and faculty.
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).
- In accordance with mandates from the City of Philadelphia, all individuals continue to be required to wear masks indoors while on campus—regardless of vaccination status. Limited exceptions apply for vocalists, wind players, and brass players in rehearsals.

**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.

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.
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)

Curtis hosted a Pfizer vaccine clinic for staff, faculty, and local students in April and another in August/September. 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.

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.

In accordance with mandates in place from the City of Philadelphia, all individuals continue to be required to wear masks indoors while on campus—regardless of vaccination status. To mitigate the spread of any airborne illness, 3 feet of distance should be maintained at all times.
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.

In accordance with mandates in place from the City of Philadelphia, all individuals continue to be required to wear masks indoors while on campus—regardless of vaccination status. To mitigate the spread of any airborne illness, 3 feet of distance should be maintained at all times.
Information for STUDENTS

Residents

• All Curtis community members are required to be vaccinated against COVID-19, including all necessary booster shots. (See “A note about vaccines”.)

• 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, 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.
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, and participate in regular testing.

• Non-resident students with meal plans may continue to use Locks Board Room and Gould Dining Hall for socially-distant dining.
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.

In accordance with mandates in place from the City of Philadelphia, all individuals continue to be required to wear masks indoors while on campus—regardless of vaccination status. To mitigate the spread of any airborne illness, 3 feet of distance should be maintained at all times.
# Testing Overview

Below is an overview of Curtis’s testing requirements. See the following slides for further details.

<table>
<thead>
<tr>
<th>Group</th>
<th>Testing Type</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unvaccinated students and employees with approved exemptions</td>
<td>Routine testing</td>
<td>Frequent and regular testing required at on-campus testing clinics, approved off-campus facility, or via approved at-home tests.</td>
</tr>
<tr>
<td></td>
<td>Oct. 2–Nov. 22</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Routine testing</td>
<td>At-home tests required twice per week, or in-person testing at approved off-campus facility.</td>
</tr>
<tr>
<td></td>
<td>Nov. 23–Dec. 16</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Symptomatic testing</td>
<td>As needed at approved testing facility.</td>
</tr>
<tr>
<td>Vaccinated students in winds, brass, and vocal departments</td>
<td>Routine testing</td>
<td>In-person, on-campus rapid PCR testing required every two weeks.</td>
</tr>
<tr>
<td></td>
<td>Oct. 2–Nov. 22</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Routine testing</td>
<td>Not required. At-home tests are available upon request.</td>
</tr>
<tr>
<td></td>
<td>Nov. 23–Dec. 16</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Symptomatic testing</td>
<td>As needed at approved testing facility.</td>
</tr>
<tr>
<td>All other vaccinated students and employees</td>
<td>Routine testing</td>
<td>Not required. At-home tests are available upon request.</td>
</tr>
<tr>
<td></td>
<td>Symptomatic testing</td>
<td>As needed at approved testing facility.</td>
</tr>
</tbody>
</table>

Note: All students—regardless of vaccination status—are required to participate in a special on-campus testing clinic immediately following the Thanksgiving break.
Routine Testing

**Unvaccinated individuals with approved exemptions**

- Students and employees with approved exemptions from the vaccine mandate are required to undergo routine testing at regular and frequent intervals through November 22.
  - From November 23 through December 16, unvaccinated individuals must test twice per week.
  - All students must participate in a mandatory one-time on-campus testing clinic immediately following the Thanksgiving break.

- Testing will take place in Locks Board Room by a designated testing service, offsite at a nearby clinic where Curtis has an existing relationship, or through an approved “at home” test.

- The costs of these tests will be covered fully by Curtis and the school will have access to the individual results.
  - Note that if students miss an on-campus mandatory test, they will be required to take an off-campus rapid PCR test. Curtis will cover the cost for these missed tests only once per student. Costs for subsequent missed tests will be the responsibility of the student.
Routine Testing (cont’d)

**Vaccinated students in winds, brass, and vocal departments**

- Fully vaccinated students in these departments are required to participate in on-campus rapid PCR testing every two weeks between October 2 and November 22. Students in these areas will be contacted with details.
  - The costs of these tests will be covered fully by Curtis and the school will have access to the individual results.
  - Note that if students miss an on-campus mandatory test, they will be required to take an off-campus rapid PCR test. Curtis will cover the cost for these missed tests only once per student. Costs for subsequent missed tests will be the responsibility of the student.
- From November 23 through December 16, routine testing is not required. Optional at-home tests are available to community members upon request to Kimberly Gould.
  - All students (regardless of vaccination status) must participate in a one-time mandatory on-campus testing clinic immediately following the Thanksgiving break.
Routine Testing (cont’d)

**All other vaccinated students and employees**

- Fully vaccinated students in other departments, and all fully vaccinated employees are not required to participate in routine testing.

- Optional at-home tests are available upon request to Kimberly Gould.

- Note: All students (regardless of vaccination status) must participate in a one-time mandatory on-campus testing clinic immediately following the Thanksgiving break. This testing clinic is optional for employees.
Symptomatic Testing

• If students or employees experience symptoms, they must immediately inform HR or Student Services, self-isolate, and get a COVID-19 test at an official testing facility—regardless of vaccination status.
  • Results must be reported to HR or Student Services. The costs of these tests will be covered by most insurance, but a doctor’s office referral may be required. If there is a problem obtaining the symptomatic test for free, contact HR for a reimbursement.

• Individuals who test positive must remain in isolation for 10 days from the onset of symptoms.
  • 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 full days have passed.

Any individual who has been diagnosed with COVID-19 and has been on campus within the past 14 days is required to inform HR (employees) or a representative of the Student Services office (students).
Mitigation vs. Isolation

Curtis encourages community members to practice **MITIGATION** whenever possible during the pandemic, but especially when there is an increased risk of exposure or if feeling unwell:

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

If individuals test positive for COVID or suspect they have COVID, they should take the appropriate steps and practice **ISOLATION** immediately:

- Shelter-in-place.
- Avoid gatherings of any kind.
- For Lenfest Hall residents only, Curtis will provide three boxed meals per day to your suite.
Information for VISITORS

• Until further notice, the Curtis campus remains closed to visitors.
  • “Visitors” are those who are not current Curtis students, faculty, staff, trustees, approved vendors, or pre-registered Recital attendees. (Information for prospective Recital attendees may be found on the next page (see “Information for Audience Members”).)
  • 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 for AUDIENCE MEMBERS

Our priority is the health and safety of our community. We are constantly monitoring recommended protocols and following guidance from local and national officials. Policies and safety measures will be updated as the situation around COVID-19 evolves. Performance ticket holders who do not comply with mask and vaccination policies will not be admitted. No exceptions.

During the fall, the Student Recital Series returns on Mondays and Fridays at 8 p.m. beginning October 15 in Gould Rehearsal Hall, located in Lenfest Hall. Seating is limited and audiences must pre-register and abide by Curtis’s COVID protocols. Pre-registration is required for all attendees, including Curtis faculty, staff, and students.

- **Mask Policy.** Masks are required to be worn while in our buildings/venues by all staff, volunteers, and guests. Some artists may be exempt from wearing a mask during performances.

- **Vaccination Policy.** The Curtis Institute of Music joins performing arts centers across the nation in requiring that all guests over 12 provide proof of full COVID-19 vaccination. Guests under 12 will be required to show proof of a negative PCR test taken within 72 hours of the event. This policy is for all performances and events in all venues. Bring proof of vaccination to any event/performance. Acceptable vaccination proof to be shown with ID prior to admittance:
  - Original paper vaccine card or photo of the original vaccine card
  - Clear Health Pass app or similar

Information about upcoming performances is available on Curtis.edu. Sign up for Curtis’s email list to receive updates.
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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