



Foundation Music School

3663 South College, Unit 13 Fort Collins, CO 80525
970.407.9084 www.foundationmusicschool.org

Please familiarize yourself with the following guidelines for FMS In-Person Group Classes:

1. Wearing masks inside our building will be required by all persons as long as the Larimer County Public Health Department and the State of Colorado recommend wearing them, or until we notify you differently. Please make sure your drop-off student owns & wears a mask that fits properly and they can put on independently and leave on. For Family Music classes, please bring a mask to class for all children ages 2 and up. We understand wearing masks is difficult for our youngest students - we are still encouraging mask use as much as possible.
2. FMS Staff will undergo daily temperature checks. FMS will keep a daily log of all staff temperatures and a checklist description of health.
3. FMS Directors have carefully measured and arranged for at least 6-feet of space between teachers and students, if not more. FMS Staff will maintain this amount of distance and will guide their students to do so as well. It is important for even our youngest class members to remain close to their grownup.
4. FMS Staff will dispense hand sanitizer to each student upon entering the classroom. Parents, if your child is attending a drop-off class, please say goodbye to your child at the door. For now, no parents of drop-off students will be allowed into the building but you are welcome to wait on the sidewalk outside the classroom.
5. FMS cannot allow people to gather in the lobby or hallways and no chairs will be available inside the building. We will provide chairs on the sidewalk outside our building when the weather allows. Please leave chairs where we place them.
6. To limit traveling through the building, please use the bathroom at home before coming to class. One public bathroom will be available for emergencies. Please do not congregate in the hallways or near the bathroom. Bathrooms will be sanitized throughout the day. You are welcome to help yourself to a Clorox wipe if you'd like to sanitize for yourself.
7. FMS Staff cannot offer bathroom assistance to any drop-off student. An FMS Staff person can walk your student to the bathroom area but your student must be bathroom independent or we ask that you remain outside the building throughout the entire class time in case bathroom assistance is needed.
8. FMS will sanitize our high-use areas throughout the day. This includes pianos, keyboards, drums, door handles, etc, which will always be sanitized between classes and students. Make sure to bring your own instrument kit to class!
9. Please seek and follow the directional arrows for moving through our building.
10. Please arrive no earlier than 5 minutes before your class start time. Please enter/exit your classroom only through the door marked for your class. All Family Music group classes and Music Makers drop-off classes will be held in the Blue Room. The outside entrance to the Blue Room will be opened by the teacher 5 minutes before class begins. Group Instrument classes will receive specific entry/exit information from their group teacher. Please do not enter the main lobby area. Classes are scheduled 10-15 minutes apart, so please wait until the previous class has cleared the area before approaching the door.
11. Until further notice, absolutely no outside food, drinks, or water bottles of any kind will be allowed in the building.
12. If you or your student have a fever, cough, sore throat, shortness of breath/difficulty breathing, or any other symptoms related to COVID-19 or another illness **OR** if you have been exposed to someone who is suspected of having COVID-19, please do not enter FMS but instead call or email us to arrange to attend a virtual class or to receive a recording of your class.

FMS reserves the right to amend these guidelines at anytime and will notify families of any changes via personal email, FMS newsletter, and our website. Please check your email regularly for any changes that may need to be made. Thank you!