

Corona-regulations at the HfMT Hamburg from 07.09.2020

On the basis of the Verordnung zur Eindämmung der Ausbreitung des Coronavirus SARS-CoV-2 in der Freien und Hansestadt Hamburg (Ordinance on the Containment of the Spread of the Corona Virus SARS-CoV-2 in the Free and Hanseatic City of Hamburg) passed by the Senate of the Free and Hanseatic City of Hamburg on 30 June 2020, last amended on 25 August 2020, the following regulations apply at the Hamburg University of Music and Drama (HfMT), as determined by the Presidential Board.

In general, the following applies:

- The buildings of the Hamburg University of Music and Drama are accessible to the public and to members and relatives of the HfMT Hamburg who act in compliance with the hygiene rules.
- Persons with symptoms of an acute respiratory disease are not allowed to enter the HfMT.
- If the possibility of an infection of other persons at the HfMT cannot be excluded, the HfMT must be immediately informed about a case of a SARS-CoV-2 infection or if such an infection is suspected. The responsible Dean of Studies (lecturer/student) or the Chancellor of the HfMT (administration) must be informed. The notification is necessary to warn contact persons at the HfMT and to interrupt possible chains of infection. The duty to inform is a manifestation of the mutual duties of protection which apply within the employment relationship, when using the facilities and equipment of the HfMT and in the relationship of all members and relatives of the HfMT among themselves.

For rehearsal and teaching operations at **Campus CityNord**, the hygiene concept applicable to this location in its most current version is binding.

For the **Campus Altona**, the most current version of the hygiene concept applicable to this location is binding for all operations at the campus.

For rehearsals and events in the **Forum** the most current version of the hygiene concept applicable to this location is binding.

See: <https://www.hfmt-hamburg.de/fileadmin/u/pdf/corona-regelungen-forum.pdf>

The university **library** is open to the public with limited service.

Please also see: <https://www.hfmt-hamburg.de/die-hfmt/bibliothek/>

General regulations:

- Artistic individual seminars as well as artistic-scientific and artistic-practical small group seminars will take place primarily in classroom format. If teachers or students belong to a risk group, teaching may continue to take place in digital format. Theoretical-scientific seminars and lectures are primarily held in hybrid format. This applies to the remaining period of the 2020 summer semester and to the 2020/21 winter semester. Suitable protective measures (e.g. Plexiglas protective walls, spacing, cleaning and ventilation) may be taken for the face-to-face lectures, depending on the field of education.
- The winter semester 2020/21 begins on 1 October 2020. Lectures at the Milchstraße for group lessons, seminars and lectures begin on 2 November 2020. Lectures end on 7 March 2021. Individual artistic seminars can also begin as early as October 2020 after consultation between teachers and students.

- Teaching assignments are assigned during the winter term 2020/21 for the usual number of hours, so that teaching hours and teaching content must be distributed over the shortened lecture period.
- The number of persons permitted per room depends on the size of the room and the activity (generally 1.5 metres distance for private lessons. Singing, private lessons wind instruments, choir, acting, speech training 2.5 metres). The maximum number of persons per room is determined by the university management together with the building management and the events office (cf. the room list in the appendix).
- Rooms in the Milchstraße can be booked via ASIMUT (except drums, early music, etc.). If several people are staying in a room at the same time (e.g. main subject lessons), the teacher must write down the contact details of all persons and keep them for four weeks. When students book via ASIMUT, all participants must be listed in the „Description“ field.
- Teaching in private residences is still not allowed. Lessons outside the university in suitable, generally public rooms, are permitted by way of exception if the HfMT is unable to provide rooms under the conditions currently in force. In such cases, a justified request can be made to the „#return-AG“ for the use of rooms outside the HfMT. If necessary, the #return-AG decides on the use of the rooms after consulting the Presidential Board.
- The execution of attendance examinations (including entrance examinations) is generally allowed. The respective number of participants depends on the relevant admission and examination regulations and must be considered when selecting sufficiently large rooms.
- Committee meetings are continuing to be held digitally but can be held as face-to-face meetings if conducted in accordance with the most current hygiene rules. The participation of persons from high risk groups who cannot attend a face-to-face meeting must be ensured by suitable technical precautions, e.g. video conference tools.
- Staff selection procedures where presence is essential for selection may be carried out. A 30-minute break between meetings shall be provided. Nonetheless, Selection procedures via video conferencing are preferable.
- Public events may take place again in compliance with the applicable hygiene rules, provided that the traceability of infection chains is ensured (cf. the forum's hygiene concept: <https://www.hfmt-hamburg.de/fileadmin/u/pdf/corona-regelungen-forum.pdf>).

Regulations on health protection in university buildings:

- Attendance in university buildings must always be limited to the minimum time necessary.
- In the university buildings, mouth-and-nose covers must always be worn. The notices on site in their currently valid version are binding. According to these, there is currently no obligation to wear masks during lessons, individual practice, and work or during work meetings in offices or meeting rooms with at least 1.5 metres distance between all participants. Consumption of food and drinks in the Café Belcanto in the foyer is permitted, but a seat must be taken for this purpose.
- Visits to the HfMT offices by HfMT students, teachers or external persons are to be avoided whenever possible and are only permitted in exceptional cases. Contact with administrative staff should only be made by telephone or e-mail, and if necessary, also via the gatehouse.
- In general, a distance of at least 1.5 metres between people must always be maintained. In case of increased risk (e.g. individual singing lessons, individual lessons for wind instruments, choir, acting, speech training) a larger distance of at least 2.5 metres is to be maintained. Brass players use a container or mats to collect and dispose of condensation water.
- Student workplaces in the seminar rooms are provided in such a way that the distance between students is at least 1.5 metres. It is important to ensure that traffic and escape routes are kept clear.

- When entering and leaving seminar and examination rooms, the distance requirement must be observed, and a mouth-and-nose cover must be worn.
- The corresponding floor plan including individual markings will be displayed in the rooms, in which the room occupancy is marked with the respective distances.
- During an event, sufficient fresh air must be provided. If there is no technical ventilation, a shock ventilation (Stoßlüftung) must be provided by opening all windows several times per hour.
- Before each event/lesson, the room must be ventilated for 15 minutes by the responsible teacher. This time slot must be considered when planning individual lesson. For individual lessons shorter than 60 minutes, the ventilation time between two lessons can be adjusted according to the duration of the lesson. Students are required to ventilate the rooms for 15 minutes before the start of practice.
- After the lesson, surfaces (e.g. hand contact surfaces such as light switches, door/window handles, tables, chairs and other seating surfaces, door handles) must be cleaned by the teacher of the lesson. Cleaning cloths are provided at the entrance.
- Piano keys must be cleaned before use. Cleaning cloths are handed out at the handover of the keys (gate or key service).
- Make sure to wash your hands regularly; hand disinfection is available at the main entrance. The shared use of wind instruments is to be avoided. If not otherwise possible, cleaning must be carried out by the subject teacher(s) and the respective instrument may only be passed on to the next student after a delay of at least 24 hours.

The following conditions apply to rehearsals in the choir and orchestra areas:

- Plans for orchestra and choir rehearsals must be agreed individually with „#return-AG“ by submitting an implementation concept.
- Musicians must keep a sufficient distance from the next person. This distance is generally 1.5 metres, for wind instruments 2.5 metres.
- For musical instruments with condensation, suitable measures for removal and disinfection of the condensation water must be taken.
- Choir members must maintain a distance of at least 2.5 metres.
- The greatest possible supply of fresh air must always be ensured.

We also recommend downloading the [Corona-Warn-App](#) to your mobile devices. This offer from the Robert Koch Institute can also be helpful for our university operations as a kind of early warning system.

The Executive Board of the HfMT Hamburg, 4 September 2020