



Security concept for a gradual reopening until 30 September 2020

status: 10 June 2020

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1. Basic requirements

- keep a safe distance (social distancing)
- Avoid forming crowds
- Wash hands thoroughly several times a day
- Comprehensive cleaning of the building
- Disinfection of frequently used objects (e.g. tabletops, door handles etc.)
- Regular ventilation of rooms
- Follow the direction signs in several building sections
- Deliberate capacity planning
- Rely on **individual responsibility**

2. General hygiene and safety measures

- Persons showing signs of illness are generally not permitted to enter the building. **Please call 1450 if symptoms occur.** If you have symptoms or fear that you have contracted a COVID-19 infection, please stay at home and contact the health advice hotline 1450.
- If necessary, you can obtain mouth and nose protection masks from the info point.
- Please dispose of used protective masks in the designated lidded waste containers at the info point and the main exit.
- Maintain a minimum distance of one metre in the entire university building - and an even larger distance for musical activities. Recommendation for singing and wind instruments: 3 metres minimum.

- If the minimum distance cannot be maintained, other appropriate measures must be taken to reduce the risk of infection (e.g. partitions/screens).
- Wash hands thoroughly before entering a room.
- Facility management carries out additional hygiene measures for the safety of staff and students:
 - Flushing of pipes and fittings
 - Regular disinfection of frequently used objects in addition to regular cleaning ('contact points' such as light switches, water taps, toilet flush buttons, lift buttons, railings etc.)
 - Cleaning and disinfection of rehearsal rooms, classrooms, office rooms, keyboards etc.
- For individual demand, you can find permanently mounted disinfectant dispensers at the following locations:
 - 2 in the main entrance area
 - 1 at the entrance bistro garden - foyer
 - 1 at the entrance bistro garden - bistro (or at the bistro entrance)
 - 1 at the delivery entrance UG 1
 - 1 at the car park entrance, staircase 1
 - 1 at the car park entrance, staircase 2
 - 1 at the entrance to the large lecture hall
 - 1 at the entrance to the small lecture hall
 - 1 at the lift door 1 OG-1
- Disinfectants and kitchen rolls are available at the info point on request.
- **Please do not disinfect the keyboards of musical instruments.** Instead, use the cleaning cloths provided for this specific purpose.
- After each use of a classroom, the room should stay unoccupied for at least 15 minutes to ensure proper air exchange through the ventilation system.

3. Step-by-step plan for the reopening of the building

- Phase 1 (starting 4 May): reserved exclusively for preparations for final examinations.
- Phase 2 (starting 18 May): Additionally, students who cannot practice at home may do so at university.
- Phase 3 (starting 2 June): Students may attend lessons in their principal subjects (zkF). Safety measures must be applied (see chart).
- Phase 4 (starting 1 July): If not substitutable, additional practical classes may be held (with restrictions).
- Furthermore, all classes (including zkF) should be held via "distance learning" if possible.

Classroom settings are divided into different categories. See attachment for room sizes.

	Number of people per room	Room size	Safety measures
A	2 persons with their own instruments	min. 20 m ²	Minimum 15 min. break after class/practice or before new people use the room
B	2 persons without their own instruments (piano, harp, percussion etc.)	min. 20 m ²	Minimum 15 min. break after class/practice or before new people use the room Clean keyboards (only with the cleaning cloths provided)

C	3 persons (teacher, répétiteur, student), incl. vocals and winds	min. 30 m ²	Minimum 15 min. break after class/practice or before new people use the room Clean keyboards (only with the cleaning cloths provided)
D	Chamber music/ensemble for 8 persons max.	min. 10 m ² per person	Minimum 15 min. break after class/practice or before new people use the room Clean keyboards (only with the cleaning cloths provided)
E	Larger ensembles, choir, orchestra: not possible until further notice	-	-
F	Dancing: MA classes only max. 4 students + 1 teacher BA classes: distance learning	min. 20 m ² per person	Division of rooms into segments (floor markings) 1 student per segment Minimum distance: 3 m No physical contact Floors are cleaned after each session
G	Acting: only zkF roles max. 4 students + 1 teacher other classes: distance learning until further notice	min. 20 m ² per person	Division of rooms into segments (floor markings) 1 student per segment Minimum distance: 3 m No physical contact Floors are cleaned after each session
H	Outdoor classes: max. 9 students + 1 teacher		Minimum distance: 3 m No physical contact
I	Phase 4 starting 1 July 2020: Practical classes (if not substitutable) Max. 8 persons Dean's permission is required	min. 10 m ² per person	Minimum 15 min. break after class/practice or before new people use the room No physical contact If necessary: clean surfaces and keyboards (only with the cleaning cloths provided).

4. Access for students and lecturers

- Monday to Friday, 9:00-19:00
- Controlled access via main entrance only
- Until 30 June, classrooms and practice rooms are reserved for preparing and holding exams.

Until 29 May, access requires registration at the info point. It is granted for the following reasons only:

- preparation of final examinations
- practice (students who are unable to practice at home)
- use of the library (by appointment only)
- Please use your *Brucknercard* to sign in and out at the info point.
 - Registration for a regular classroom of your choice or
 - Assignment of a specific room by the in-house technician

- Classrooms and practice rooms are available to all students (for individual practice) - exception: Institute of Keyboard Instruments. Rooms are assigned by the in-house technicians (9:00-13:00 and 14:00-19:00)
- **Starting 2 June, access requires no registration.**
 - Classrooms and practice rooms may be used without registration or permission.
 - Teachers are recommended to coordinate use within their departments.
 - It is mandatory to register attendance in the lists on the room doors. (This way, potential chains of infection may be traced.)
- **Room reservation for exam preparations:**
 - until 29 May:
 - Reservation is mandatory: Please send an e-mail request to direktion@bruckneruni.at.
 - at least one working day in advance
 - Reservations can be made until the end of the next week only
 - Indicate the room number according to bruckneronline and the names of the students participating.
 - Starting 2 June:
 - Registration with the directorate is no longer required.
 - The event office manages reservations for the large and the small lecture hall.

5. General use of rooms

- Follow the general hygiene and safety measures (see point 2).
- It is mandatory to register attendance in the lists on the room doors. (This way, potential chains of infection may be traced.)
- Avoid forming crowds/groups in the foyer
- Only facility management may enter the info point. The in-house technician hands out mail.
- Use of public computers is not permitted.
- The bistro is closed until mid-September.
- If possible, avoid using the lifts (due to lack of ventilation).
- Use sufficiently large rooms - follow the minimum requirement of 10 m² per person.
- Minimum 15 min. break before new people may occupy a room.
- If possible, meetings, committee sessions and similar events should be held online. Please use video conferencing tools for one-on-one meetings as well.
- In any case, gatherings of more than 10 people are not permitted.
- Toilet facilities may not be entered by more than two people at a time.

6. Final examinations

- All examinations take place on the agreed dates in compliance with the applicable hygiene and safety regulations.
- To ensure the publicity of the examination, one person of trust may attend.

7. Teaching

- In order to comply with the principle of social distancing, all teaching activities should continue using digital technologies ('distance learning').
- Please see section 3, 'Step-by-step plan for the reopening of the building', phases 3 and 4.

8. Library

- Lending only by pre-order and appointment (according to separate information provided by library management).
- To return borrowed media, please use the media return slot in the foyer (Monday-Friday 9:00-19:00). No appointment required.
- As a disinfection measure, returned media are isolated for at least two days before they can be used again.

9. Events

All events are cancelled until further notice.

10. Administration

- Since 14 April, administrative employees have been gradually returning from their home offices.
- Administrative staff may only be contacted via mail, e-mail or telephone. We expect that administrative offices will reopen for personal service on 1 September.
- Employees working from home can be reached via e-mail or voice message on the office phone.

Attachment: room sizes