

Pandemic Response

In a pandemic emergency NCMA will follow the lead of the Chief Medical Officer of Health (Ministry of Health).

The Director will act as Pandemic Manager for NCMA in the event of a pandemic.

NCMA is at once:

- A music school catering primarily for children
- A concert promoter serving predominantly the elderly, and
- A venue for hire, in which case our users are primarily adults.

Each function will need to be considered.

Our response will change with each of the following announcements from the MOH:

Level 1 Prepare	<p>The disease is contained in New Zealand.</p> <ul style="list-style-type: none"> • The disease is uncontrolled overseas. • Isolated household transmission could be occurring nationally
Level 2 Reduce	<p>The disease is contained, but the risk of community transmission remains.</p> <ul style="list-style-type: none"> • Household transmission could be occurring. • Single or isolated cluster outbreaks.
Level 3 Restrict	<p>High risk the disease is not contained.</p> <ul style="list-style-type: none"> • Community transmission might be happening. • New clusters may emerge but can be controlled.
Level 4 Lockdown	<p>Likely that disease is not contained.</p> <ul style="list-style-type: none"> • Community transmission is occurring. • Widespread outbreaks and new clusters.

Our reaction may need to be revised where a potential infection threat is likely to be a greater threat to a particular age group.

Response Measures

	Education	Concerts	Hire
Level 1 Prepare	Prepare communications, revise this plan	Consider cancellation insurance	Suggest cancellation insurance
	Permanent foyer digital poster promoting: <ul style="list-style-type: none"> • Cover your sneeze, wash your hands often and well, • isolate yourself if you don't feel well". • encourage 2-metre physical distancing, • plan for contact tracing. Begin moving all General Admission events to allocated seating and closed-list.		
Level 2 Reduce	Restricted lessons Some lessons online Email communications Strict attendance records	Closed-list with allocated seating. Door sales permitted with careful management. Individual contact detail collection. Strict 2-metre physical distancing.	
	Disinfect all surfaces twice weekly. Utilities on reduced schedule. Strict 2 metre physical distancing between all facility users. Maximum facility occupancy is 100 people, to be managed directly by the CLA. NCMA staff work from home where practical, flexibility with staff leave.		
Level 3 Restrict	Remote teaching only. Teacher access to NCMA facilities on approval where working from home is not possible.	Cancel, postpone, stream or broadcast. Rehearsal and recording under strict hygiene conditions.	Suggest cancellation or postponement
	Strict hygiene regime on all touched surfaces before and after use. Utilities including heating will be available on demand. Doors remain locked. All users work from home where possible. Strictly no public, customer, audience or student access. Maximum facility occupancy is restricted to 10 people. All access must be pre-booked with the CLA. 2-metre physical distancing applies for all users. Mandatory contact tracing and attendance records for all users will be monitored daily by the CLA.		
Level 4 Lockdown	NCMA closed, all card access revoked		Require cancellation or postponement