



## **COVID-19 Precautions and Protocols**

**MUSICARTA LIMITED recognises that it has a duty to carry out a risk assessment for the COVID-19 pandemic in the context of the use of its studios. The last risk assessment was carried out on 13<sup>h</sup> July 2020.**

**Having carried out this assessment, it is important to understand that no amount of measures can eliminate risk. The goal is to mitigate risk to an acceptable level and, with that in mind, the following precautions and protocols have been devised:**

- Whenever possible, Musicarta Media recommends clients stay at home and work from there, remotely connecting with the studio, especially for mixing sessions.
- To adhere to social distancing guidelines, Musicarta Media will only carry out sessions involving a maximum of three people in the studio floor and two people in the control room. Any non-essential personnel should not come to the studio.
- Wherever possible, Musicarta Media are advising everyone to avoid public transport, opting instead to walk, cycle or drive to the studio where free street parking is available.
- Hand sanitiser will be provided and must be used upon entering the premises.
- At this time, most visitors will only be permitted to access the studio floor, customer toilet, garden area and the hallways that connect these spaces. Only sessions carried out by our in-house engineer can be booked at this time; by arrangement, one person may join them in the control room, using the seating area at the back.
- The kitchen facilities will not be available for use, so ideally all visitors should bring their own food and drink to last through the session. If this is not possible, food delivery services can be used.
- Before and after every session, all work areas, surfaces and equipment will be cleaned and disinfected.
- All those using the studios must take responsibility for their own health, acting in accordance with our precautions and protocols, and following the government's guidelines. Anyone who displays symptoms of COVID-19 should immediately self-isolate for fourteen days.

**We appreciate your cooperation and understanding during this challenging time. Should you have any questions regarding the above, please contact us on +44 7305 520649 or [info@musicarta.co.uk](mailto:info@musicarta.co.uk).**