

Title	INSTRUMENT MOUTHPIECE AND RECORDER SANITIZING	Procedure No.	9029
Department	PROGRAM SERVICES		
Reference(s)		Effective Date	2001 June 6

1.0 Purpose

To provide a consistent procedure for all schools to use for the sanitizing of musical instrument mouthpieces and recorders to ensure the highest standards for student health and safety.

2.0 Rationale

The safety of all students continues to be a priority for the Thames Valley District School Board. On placing student safety first and in response to concerns associated with the possible transmission of communicable diseases, teachers and students shall adhere to the following procedure for the sanitizing of musical instrument mouthpieces and recorders. In order to maintain a consistent procedure, all schools throughout Thames Valley will use a common sanitizing product. Schools are encouraged to continue to purchase individual musical mouthpieces and recorders for all students involved with instrumental music.

3.0. Procedure: General

- 3.1 Schools will use Sterisol Germicide for the sanitizing of instrument mouthpieces and recorders. Reeds are never to be shared and so do not require sanitizing.
- 3.2 Sterisol Germicide is to be diluted 1:16 with cold tap water. One 8 oz. bottle of Sterisol Germicide is to be mixed with 4 litres (16 cups) of tap water. To make a smaller amount of solution, 2 oz. of Sterisol Germicide should be mixed with 1 litre (4 cups) of cold tap water.
- 3.3 The diluted solution is to be stored in a non-metal container which has a lid. The solution must be deep enough to allow total immersion of the mouthpiece or recorder.
- 3.4 The solution, once mixed, is to be covered when not in use and replaced every week.

Administered By:	EXECUTIVE SUPERINTENDENT OF PROGRAM SERVICES
Amendment Date(s)	

4.0 Procedure for Students to USE BEFORE AND AFTER USE of a Shared Mouthpiece or Recorder.

- 4.1 Students will immerse the mouthpiece or recorder in the sanitizing solution and leave for **one minute**. Students will remove the mouthpiece or recorder from the solution and shake off excess liquid into container.
- 4.2 Sterisol does not require rinsing. However, if a student prefers to rinse this should be done with running potable water at a sink in the music room or at the nearest water fountain. Musical instruments and/or mouthpieces should NOT be taken into a washroom to be rinsed.
- 4.3 If the mouthpiece or recorder is dried, disposable paper towels are to be used.
- 4.4 At the end of the class, swabs should be used to soak up excess moisture before the mouthpiece is immersed in Sterisol.

5.0 Teacher Responsibilities

- 5.1 Ensure that students have access to a specified station for the sanitizing of instrument mouthpieces and recorders. The area must be cleaned and properly maintained.
- 5.2 Ensure that the diluted solution is mixed properly and that the sanitizing solution is replaced on a weekly basis.
- 5.3 Provide instruction and regular review to all students in the proper procedure of washing and sanitizing of instrument mouthpieces and recorders.
- 5.4 Provide supervision to ensure all students properly sanitize all instrument mouthpieces prior to playing of the instrument and at the end of class. Supervision should ensure that the mouthpiece and recorders are immersed in the Sterisol for ONE minute.
- 5.5 Ensure that a supply of disposable paper towels is available for the drying of instrument mouthpieces and recorders.
- 5.6 Provide instruction for the cleaning and drying of musical instruments and recorders.
- 5.7 Develop a bi-yearly schedule for the complete cleaning and drying of musical instruments and recorders.
- 5.8 Ensure that drying swabs used for woodwind and recorders are cleaned or replaced weekly.
- 5.9 Post the Board approved sanitizing procedure for instrument mouthpieces and recorder at the specified cleaning station.

6.0 Student Responsibilities

- 6.1 Follow the procedure for the sanitizing of instrument mouthpieces and recorders.
- 6.2 At the end of class, swab dry the inside of assigned woodwind instruments and recorders, and empty any moisture from the assigned brass instrument.
- 6.3 Students should swab instrument mouthpieces and recorders before sanitizing at the end of the class.
- 6.4 List in the bi-yearly complete cleaning of musical instruments and recorders.