

# Manluk Theatre for the Performing Arts August 1, 2020

## COVID-19 Protocols for Performers and Facility Renters

The Manluk Theatre is committed to the health and safety of all our audience members, volunteers, performers and staff. If we are unable to hold any of our scheduled events due to health and safety concerns or any mandate from public authorities, ticket holders will have the options to request a refund or receive a credit for future performances. Ticket holders may also wish to donate cost of their tickets to support the operational costs of the facility.

Screening	<ul style="list-style-type: none"><li>● All performers/rental clients are expected to stay home if they have ANY sign of illness. Those with cough, sore throat, difficulty breathing, nasal congestion or fever will be expected to follow current guidelines on Alberta.ca pertaining to Covid-19 testing and self-isolation.</li><li>● Upon entering the facility, performers and rental clients are required to complete the log in and screening checklist</li></ul>
Co-horts	<ul style="list-style-type: none"><li>● If frequent close contact and sharing of items is required between performers and/or performers and the production team, these individuals may form a cohort.</li><li>● The ability to perform is dependent on actors/ performers being willing to enter a performance cohort of up to 50 people (including performers, instructors, and production team members).</li><li>● This number does not include front of house volunteers or the backstage/ technical crew.</li><li>● The Director/Rental Client will ensure her/his performers/volunteers are aware of what joining a cohort means and risks involved.</li><li>● It is expected that cohort members maintain a 6 ft distance from all other non-cohorting volunteers unless they are masked/ wearing a face shield.</li><li>● There will be no sharing of food between individuals at any time</li></ul>
Physical Distancing	<ul style="list-style-type: none"><li>● Even though actors have agreed to join a cohort, social distancing measures should be adhered to wherever possible. Actors are encouraged to observe frequent hand hygiene and proper respiratory etiquette</li><li>● A minimum of at least 6 feet will be maintained from the audience at all times. This may involve placing a “do not cross” line on the stage rather than blocking seats.</li><li>● Members of the performing group should not mingle with audience members, patrons, venue staff or volunteers during or after performance</li> <li>● Backstage: Maximum Performance Cohort: 50</li><li>● Booth Maximum Capacity: 2 Techs Only. No exceptions. Techs are required to wear masks.</li><li>● Washrooms Maximum Capacity: 2</li><li>● Front Room Maximum Capacity: 25 patrons plus volunteers</li><li>● Auditorium Maximum Capacity: 75 patrons plus volunteers (recommended to limit seating capacity to 50 patrons)</li></ul>
Traffic Flow	<ul style="list-style-type: none"><li>● Performers/Rental Clients will enter the facility via the main entry.</li><li>● Performers/Rental Clients may exit via the East Back Stage exit door or via the main front doors after all patrons have vacated the facility</li><li>● Intermission length will be extended as required and will be managed by the Front of House crew</li></ul>
Cleaning & Sanitizing	<ul style="list-style-type: none"><li>● Hand sanitizer will be available and use strongly encouraged.</li><li>● Although not a requirement with performers in a cohort, efforts will be made to ensure that costumes for each performer are kept apart from those of other performers at all times, and washed or cleaned after each performance.</li><li>● Although not a requirement with performers in a cohort, efforts will be made to ensure that props and items that must be shared or passed between individuals are cleaned and disinfected at an increased frequency. If this is not possible, individuals touching these props should perform hand hygiene before and after touching the items, and refrain from touching their faces.</li><li>● High touch surfaces such as bathrooms will be disinfected (2 wipe method) after the show starts, at intermission and after the performers have left (or before they arrive the next day). Sanitizing supplies will be provided by the Manluk Theatre.</li><li>● Sanitizing may be completed by either identified performance group volunteers or by Manluk Theatre volunteers and this will be determined by mutual agreement with the performance group and the Manluk Theatre prior to the event.</li></ul>

Personal Protective Equipment	<ul style="list-style-type: none"> <li>● The use of face coverings or masks is encouraged / required if mandated by Public Health orders as a community effort to prevent asymptomatic carriers from spreading the virus.</li> <li>● Volunteers that are not part of a performance cohort are required to wear masks if they are unable to maintain physical distance.</li> <li>● During public events, volunteers are required to wear masks.</li> <li>● Disposable masks will be available to volunteers and available for to event attendees</li> </ul>
Contact Tracing:	<ul style="list-style-type: none"> <li>● The director (or designate) will maintain a list of names / phone numbers for all cohort members. This list will be shared with Executive Director of the Manluk Theatre</li> <li>● The Director (or designate) will maintain an attendance list for each rehearsal/ performance which will be kept for 15 days.</li> <li>● All volunteers (actors/ production volunteers/ backstage crew will sign in/ out when attending rehearsals or performances. They will also complete a screening form. Said screening form will be kept in a confidential file by the Executive Director for 15 days.</li> </ul>

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