

Manluk Theatre for the Performing Arts August 1, 2020

COVID-19 Protocols for Staff, Volunteers and Event Attendees

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">● Upon entering the facility, Staff and volunteers are required to complete the log in and screening checklist whenever they are volunteering for the Wetaskiwin Theatre Society or the Waterworks Players
Physical Distancing	<ul style="list-style-type: none">● Front Room Maximum Capacity: 25 patrons plus volunteers● Auditorium Maximum Capacity: 75 patrons plus volunteers● Booth Maximum Capacity: 2 Techs Only● Washrooms Maximum Capacity: 2● Backstage: Maximum Performance Cohort: 50● Sales Areas: Two persons at a time (box office, canteen, raffle & fundraising tables)● Entry Only: Front Door● Exits: Auditorium South Emergency Exit and Corridor West Emergency Exit● Exit: Front door may be used as an exit if required● Auditorium seating spaced out to allow for distancing between patrons where possible (and appropriate)● All tables and chairs removed from the Lobby area except for sales/distancing purposes
Traffic Flow	<ul style="list-style-type: none">● Auditorium Entry Process: Patrons in Seats 1 - 9 via north steps; Patrons in Seats 10 - 19 via south steps● Auditorium Exit Process: Patrons in Seats 1 - 9 exit via north steps and east emergency exit or through lobby to exit via main entry doors;● Patrons in Seats 10 -19 exit via south steps and south emergency exit door.● Intermission length will be extended as required● Canteen will have a limited menu available● Purchases (canteen, raffle, etc) will be processed at a single location, pre-order snacks and beverages available for seat side delivery during intermission.
Cleaning & Sanitizing	<ul style="list-style-type: none">● During an event, high touch surfaces will be sanitized prior to opening of the lobby and auditorium and immediately following an event.● All washrooms will be sanitized prior to opening the lobby, again once all event attendees are seated in the auditorium, again following an intermission and finally at the end of the event.● Event attendees/volunteers are encouraged to use the sanitizing stations provided or to clean their hands upon entry and exit
Personal Protective Equipment	<ul style="list-style-type: none">● 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.● Volunteers that are not part of a performance cohort are required to wear masks if they are unable to maintain physical distance.● During public events, volunteers are required to wear masks.● Disposable masks will be available to volunteers and available for to event attendees
Contact Tracing:	<ul style="list-style-type: none">● An on-going, up-to-date contact list for all workers and volunteers will be maintained. This list will include names, addresses, phone numbers and email addresses, and the roles and positions of each individual.● A log of individuals accessing the facility will be maintained and kept current for the purposes of contact tracing if required● Ticket holders will be logged at the Box Office when they redeem their ticket and additional contact information requested if required.● If an individual other than the Ticket purchaser is an event attendee, the ticket purchaser will be responsible to contact those individuals if required

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