



# Fall 2020 Production Safety Guidelines

## General Operations

- All students will have access to hand sanitizer, handwashing stations, tissues, and garbage.
- All staff and campers will wash their hands a MINIMUM of once an hour.
  - Students will wash their hands before and after snack time.
- Staff and students will be reminded often that they should do the following:
  - Cover coughs and sneezes with a tissue or elbow.
  - Throw away tissues immediately after using it in the appropriate garbage receptacle.
  - Wash hands after sneezing or coughing.
- Enlightened will provide masks to students who do not have access to them.
- Staff and students are required to wear a mask, face shield, or face covering.
  - According to the Public Health Division, students are not required to wear mask/face coverings when participating in an activity that makes wearing the mask unfeasible (their examples include swimming/playing a brass instrument).
- Children of any age should not wear a mask, face shield or face covering
  - If they have a medical condition that makes it hard for them to breathe
  - If they have a disability that prevents them from wearing a mask
  - If they are unable to remove the face mask or face covering themselves

## Screening

Each day, Enlightened Theatrics will:

- Ask everyone entering the designated rehearsal area the following:
  - Have you or anyone that lives in your household been exposed to someone with a confirmed case of COVID-19?
  - Do you have a fever or new cough?
- Check temperatures of all staff and students.
  - Anyone with a fever above 100.4°F will be sent home.

## Record Keeping

Spreadsheets for each day will be printed and include the following information:

- Student Name
- Drop off/Pick Up Time
- Adult completing drop off/pick up
- Emergency Contact Information
- All Staff Information



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## Physical Distancing

- Rehearsals will be comprised of 15 or fewer students in “stable groups”
- Rehearsals will be two hours each day from 3PM-5PM
- Rooms where rehearsal occurs will be deep cleaned between each group.
- No more than 2 stable groups per day can occur in the same room.
- Spaces where rehearsals will occur are larger than 35 square feet per student.
- The number of staff members do not contribute to the total number of 15 stable group members.
- Staff will remain in a single group as much as possible.
- If a staff member interacts with multiple groups, they will to sanitize between exposure to each group.
- If a guest speaker comes to rehearsal, they must wear a face mask/shield and sanitize upon entering the space.
- If students need to sit at tables, we will increase their distance from each other.
- All equipment will be sanitized between uses of each group.
- Each student will have a “home base” taped on the ground for acting and singing exercises. These home bases will be six feet apart in all directions.

## Intensify cleaning, disinfection, and ventilation

Our team is required to:

- Clean, sanitize, and disinfect frequently touched surfaces (for example, private playground equipment, stationary climbing frames, door handles, sink handles, transport vehicles) multiple times per day.
- Avoid use of items (for example, soft or plush toys) that are not easily cleaned, sanitized, or disinfected.
- Disinfect safely and correctly, and keep disinfectant products away from children following directions on the label, as specified by the manufacturer.
- Ensure that ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors, using fans, and other methods.
- Do not open windows and doors if doing so poses a safety or health risk (for example, allowing pollen in or exacerbating asthma symptoms) to campers using the facility.

## Disease Management Plan

If a student or staff has a confirmed case of COVID-19:

1. Please call Aubrey (620) 926-1902 as soon as possible.
2. Enlightened will then contact the **Local Public Health Authority at (503) 588-5621**.
3. Enlightened will notify Salem's Historic Grand.
4. Salem's Historic Grand will shut the building down for deep cleaning and sterilization.
5. Utilizing the contact tracing database, Enlightened will contact all parents and students.
6. All camps will be put on a hiatus until teams have been tested.
  - a. If a cluster of illness among staff or campers forms, LPHA will be notified immediately.
7. The education team and the board will call an emergency meeting to decide how to proceed.

# Fall 2020 Production Safety Guidelines

## Restricted Access

- All Students/Staff who have been exposed to COVID-19 in the last 14 days will be restricted from accessing the camp.
- If you or anyone in your household have recently had an illness with fever or a new cough:
  - According to OHA, you should stay home for at least 10 days after illness starts and until 72 hours after the fever is gone, without use of fever reducing medicine, and COVID-19 symptoms (fever, cough, shortness of breath, loss of smell and diarrhea) are improving.
- Staff or students who have a cough that is not a new onset cough (asthma, allergies, ect) do not need to be excluded from camp.
- Rehearsals cannot restrict access to activities and instruction for children who cannot wear a mask. Staff and students who have a medical condition that makes it hard to breathe or a disability that prevents the individual from wearing a mask can request an accommodation from Enlightened Theatrics to enable full and equal access to services and facilities open to the public.
- If a student becomes sick (develops a new cough, stomach ache, fever) during rehearsal hours, they will be taken to a private room with a supervisor until their parent/guardian can pick them up.
  - This staff member will stay at least 6 feet away from the student.
- The nature of group gatherings raises risk for individuals with certain health conditions. These groups are at higher risk of poor outcomes with COVID-19. Students and employees in higher risk groups are strongly recommended not to attend camp. High risk is defined as:
  - People 65 years and older
  - People with chronic lung disease or moderate to severe asthma
  - People who have serious heart conditions
  - People who are immunocompromised
  - People with severe obesity (body mass index [BMI] of 40 or higher)
  - People with diabetes
  - People with chronic kidney disease undergoing dialysis
  - People with liver disease
  - Any other underlying conditions identified by the OHA or CDC.

## Performances

- According to Oregon's State Guidelines, Salem's Historic Grand Theatre can safely hold 180 patrons while allowing room for social distancing.
  - Our team has chosen to limit the seating capacity even further to ensure that our students and patrons feel safe. We only be selling **100 tickets per performance**.
- Audience members will be asked to wear a mask while in the theatre unless eating or drinking.
- Student actors, student technicians, and staff will all have a face covering (shield or mask).
- Social Distancing backstage will be required.
- The theatre will be sanitized and cleaned between all performances.