Welcome to the ASC SafeStart Guide
The following pages outline the mitigation steps the American Shakespeare Center is taking while preparing and executing its plan to reopen for public performances in the summer and fall of 2021. This plan is labeled as DRAFT. It will remain as such as it is intended to be iterative and flexible to adjust to changing conditions.

These mitigations are designed to protect ASC staff, artists, volunteers, and audiences. ASC is a not-for-profit 501(c)3. All full-time staff, including actors, are provided health insurance. All activity will move forward in accordance with regulations from the Governor of the Commonwealth of Virginia, Virginia Department of Health, and the CDC.

A team of SafeStart advisors including medical experts, Staunton City officials, and community leaders have reviewed and approved this plan. Most notably, Dr. Allison Baroco, infectious disease specialist for Augusta Health, is in support of the plan and remains open to further assistance and future review.

The success of these protocols depends on each of us deciding to value the health and safety of the person next to us. This plan was written with faith in our strength as a community as an underlying condition.

SafeStart Spaces
This plan separates our facilities into distinct spaces and work bubbles with specific guidelines for each. Access to spaces previously open to all may be restricted, depending on job function. Those details are laid out in the plans that follow. In addition, the Performance Group will operate inside a bubble with a more restrictive set of guidelines as some of their work cannot be done under full social distancing protocols.

A SafeStart deputy has been identified for each space or bubble. Any questions about SafeStart procedures or observations of protocol violation should be first reported to the corresponding deputy. SafeStart Deputies will be connected to a member of the ASC Board of Trustees to appeal to if safety concerns are not met. Those spaces and deputies are:

Deputies:
Admin - [name] TBD
FOH – TBD by May 1
Production Group – TBD by April 21
Performance Group – [name]

Stay 6 feet apart whenever possible
Wear a mask whenever possible
Wash hands regularly with soap and water for 20 seconds
This manual breaks down the steps by measures taken within the Performance Group, backstage, in the front of house, during other programming, and in the administrative offices. However, the basic tenets of individual responsibility remain the same:

1. **Practice the guidelines set forth by the CDC, VDH, and Governor of Virginia:**
   a) Maintain a social distance of 6 feet whenever possible.
   b) Wear a mask.
   c) Wash hands frequently for at least 20 seconds with soap and water.
   d) Do not touch your face.

2. **If you present any one of the following conditions or have any concern about exposure, stay home and contact your SafeStart Deputy for next steps:**
   a) Have a temperature of 100.4° F/38° C or above. Thermometers will be provided to anyone in the company who needs one.
   b) Present either new lack of smell/taste or new shortness of breath.
   c) Have two or more of the following symptoms: headache, sore throat, or cough.

3. **Honor the CDC guidelines as we transition into a fully vaccinated company.**
   a) If you are vaccinated, you can gather indoors with fully vaccinated people without wearing a mask and you can gather indoors with unvaccinated people from one other household.
   b) If you are vaccinated, you should still take steps to protect yourself and others by wearing a mask, staying at least 6 feet apart from others, and avoiding crowds, still watch out for symptoms of COVID-19, and still need to follow guidance at your workplace.
   c) As various groups and bubbles within the staff become fully vaccinated, ASC will review and revise SafeStart guidelines.

**Make a commitment to transparency:** In the course of monitoring yourself and your household, report any health concerns to your supervisor or your SafeStart deputy.

The Commonwealth has released tools that include a symptom checker, test locator, and FAQ. Those are accessible here: [https://www.vdh.virginia.gov/coronavirus/Covidcheck/](https://www.vdh.virginia.gov/coronavirus/Covidcheck/)
IF YOU PRESENT AS SICK

Contact your SafeStart Deputy to trigger the “When a Medical Issue Arises” process.

IF YES, IT IS DETERMINED TO BE A COVID19 RISK

You, and all people who have been in contact with you, self-quarantine. If you are a member of the Performance Group, all in-person rehearsals and/or performances are paused.

IF TEST IS POSITIVE

You, and all people who have been in contact with you, self-quarantine. Anyone who exhibits symptoms is tested. Anyone who has received a positive test can re-enter their work space when they receive a negative test.

If you are a member of the Performance Group: Rehearsals and/or performances pause for one week. Rehearsals and/or performances resume after everyone has been tested and the criteria above are met.

IF TEST IS NEGATIVE

Work activity resumes.

A positive case occurred within the 126-member company of a Seoul production of Phantom of the Opera. Through aggressive action, the exposure was limited to one additional person. Please read this NYTimes report on their experience: https://www.nytimes.com/2020/06/01/theater/phantom-of-the-opera-seoul-virus.html

IF NO TESTING IS NEEDED

Work activity continues. You may return to your work space when symptoms subside.

Stay 6 feet apart whenever possible

Wear a mask

Wash hands regularly with soap and water for 20 seconds
Individuals will perform a daily symptom check and report. If a symptom arises, they should contact their deputy and seek medical evaluation. Similarly, if an individual experiences a symptom not in the daily symptom report that leads them to be concerned about the potential of infection, has had or is concerned that they have had an exposure to a Covid-positive person, they should contact their deputy. In all of the above cases the deputy should notify, via email and text, the other deputies, and the Interim Managing Committee.

Those people will, as soon as possible, convene a Zoom conference to evaluate the facts of the situation. Assessing the facts may require that they contact the reporting individual directly to hear from them their precise symptoms and/or fears of exposure. If this becomes a matter in which personal information of a sensitive nature might be divulged, only the Interim Managing Committee and Board Chair, Vice-Chair and/or Finance Chair will be present on the call.

As soon as an assessment determines the course of action, and the IMC receives approval on the course of action from the Board Chair, Vice-Chair and/or Finance Chair, the appropriate SafeStart protocols will be utilized and the affected division of ASC will be notified by the relevant SafeStart Deputy.

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This plan was written with faith in our strength as a community as an underlying condition.
DEFINITIONS OF SPACES AND WORK GROUPS

Administrative Offices
Located on the third and fourth floor of the Smith Center, primarily accessed by staff members who cannot otherwise telecommute.

Backstage
Located at the Blackfriars Playhouse, includes all of downstairs, the heavens, the stage, and the auditorium.

Performance Group
This group was created because of the need to work without masks and social distancing in and around Backstage. Within this group, only the performers will EVER work without masks, and that is ONLY when performing and in rehearsal settings by mutual agreement.

- All performers
- Stage managers
- Full-time production assistant
- Wardrobe supervisor

Production Group
This group will affiliate with the Performance Group and follow all of the same public social distance guidelines, daily symptom check, and hygiene protocols but will NEVER be in proximity to the Performance Group without wearing a mask.

- Directors
- Assistant directors
- Part-time production assistants
- Design assistant
- Technical director
- Props master
- Production interns
- Costume Designers, Managers, and staff

The final make up of these groups will be discussed and decided by the first day of rehearsal.

Anyone who needs to transition to the Performance Group will begin Isolation Covenant activities as soon as they are aware of the need, and then receive a negative Covid19 test to join.

The Performance Group and the Production Group will both have cause to be in the Backstage area. The Production Group Deputy will coordinate with the Performance Group Deputy on necessary overlap.

Front of House
Located at the Blackfriars Playhouse, includes the sidewalk out front, the lobbies, the gift shop, and the restrooms.
Stay 6 feet apart whenever possible.
Wash hands regularly with soap and water for 20 seconds.
Wear a mask whenever possible.

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CODE
Green: Front of House and Public Spaces
Blue: Performance and Production Groups Only
Orange: Performance Group Only
PLAN OVERVIEW

ADMINISTRATIVE OFFICES:

a. Staff will perform daily symptom and temperature checks, follow all CDC, VDH, and Commonwealth of VA guidelines, and practice enhanced personal hygiene.
b. The administrative offices will be thoroughly cleaned and disinfected regularly.
c. Staff will telework as often as possible and when onsite at the offices wear masks in the common spaces, meeting rooms, and in enclosed offices when more than one person is present.
d. Staff will avoid non-socially distanced interaction with the Performance Group and honor restricted access to the Playhouse backstage.

ARTISTIC:

a. The Performance Group will submit their daily symptoms checks to Stage Management, wear a mask whenever not performing, commit to a one week period of isolation, testing prior to in-person rehearsals beginning, follow all CDC, VDH, and Commonwealth of VA guidelines, and practice enhanced personal hygiene.
b. Rehearsal spaces, props, costumes, and scenic elements will be thoroughly cleaned and disinfected between each use.
c. These groups will remain isolated from other staff and audiences.

FRONT OF HOUSE:

a. All areas will be thoroughly cleaned and disinfected on a regular basis. High touch areas will be cleaned more frequently, in line with CDC, VDH, and Commonwealth of VA guidelines.
b. Public traffic flow will be socially distanced with marked 6-foot intervals. Ticket Scanning will be moved outside.
c. Person to person contact will be limited- total building capacity will be reduced, available Playhouse capacity will be limited to less than 50%, seats will be spaced further apart, the first two rows and gallant stools will be eliminated, cash will not be accepted, and no concessions will be sold.
d. High Touch areas will be limited- tickets will be digital, doors will be opened by staff, no physical programs will be distributed.
e. All patrons, staff, and volunteers will wear masks at all times regardless of vaccination status.
f. Free-standing hand sanitizer stations will be present throughout the building.
**ISOLATION COVENANT**

**Tenets of the Covenant:**

- A one-week period of self-quarantine for anyone in the Performance Group during the virtual rehearsal period at the beginning of the contract.
- Perform and submit daily temperature and symptom checks. Due prior to the first call of the day or upon waking on off days.
- Socializing with people outside of the performance bubble is permitted, so long as the social activity occurs outdoors, while masked, and with a distance of 6ft or more between people.

Visits from significant others (partners, spouses, family members) who live out of town, and visits out of town by performance group members will be handled in the following manner:

- 2021 Update: Vaccinated members of the performance group may visit with other vaccinated friends and family.
- As soon as plans are set, the group member will send an e-mail to the entire Performance Group outlining the safety measures they are taking before, during, and after the trip to ensure the continued safety of the Performance Group. Other members of the group can then ask questions or share concerns either directly, or through the SafeStart Deputy. Deputy will determine length of comment period before a plan will be considered approved.
- Any requests to permanently add members to Performance Group households will follow the same protocol with the addition plans for closing ongoing potential leaks with the additional plans.

**THE PLAN BEGINS AND ENDS WITH THE IDEA OF COLLECTIVE COMMITMENT. WE ARE COLLEAGUES, NOT ENFORCERS. WE DO THIS BECAUSE WE CARE ABOUT EACH OTHER AND WHAT WE CREATE TOGETHER, NOT BECAUSE WE ARE FORCED TO.**
TESTING

In the Commonwealth of Virginia, Virginia Department of Health is recommending testing for those individuals with symptoms. This most commonly occurs through a doctor's recommendation, or through limited testing events that are sponsored by the health department.

The recommendation of the SafeStart medical advisors is to use testing only when prescribed as indicated by symptoms, except for special circumstances outlined in the Virginia Department of Health Covid-19 testing algorithm and through the guidance of a medical provider.

They have further recommended against using testing as a regular anti-Covid-19 mitigation as repeated negative results can create a false sense of security in both individuals and groups and erode the crucial role of daily vigilance. Testing without cause can also result in a delay in acquiring necessary testing.

There are many different tests currently in use under different guidelines and criteria. These tests differ with regard to speed and accuracy. Even the best tests are only an accurate reflection of the individual's viral status at the moment that the test occurs.

For these reasons and others, the ASC SafeStart plan depends on the overlapping mitigations of the initial weeklong quarantine for the performance group and all affiliated with it, daily symptom checking for all, universal masking for all but the performers while they are performing, and vigilant social distancing and masking in public.

Appropriate testing will be used guided by medical supervision when warranted by symptoms, if needed to allow a new member to enter the established performance group, or to allow a current member to re-enter that group if they have been involved in an activity in which high risk exposure to Covid has occurred.

High risk of exposure is defined by VDH as direct contact (within 6 feet of a person) for greater than a 15-minute period of time with a Covid-positive person.

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As a board certified specialist in infectious diseases and certification in infection control, I had the ability to tour the American Shakespeare Center (ASC) and also review their SafeStart Plan summary. ASC has been working to mitigate risk against Covid. The theater company’s cast was directed to self-isolate for 7 days prior to beginning rehearsals. This is considered the incubation period for the virus. Maintaining quarantine for this duration should decrease risk of actors transmitting virus to each other, since it is difficult to wear a mask in the setting of performance. Following the incubation period, the actors will remain committed to limit interactions to their troupe and otherwise continue to maintain physical distancing measures in the community. The same expectations are held for the backstage production staff and administration with continued use of teleworking, as well as use of an administrative work space that is in a separate building to allow enhanced physical distancing. All ASC staff members, including the actors will maintain universal masking while at work and continue to wear masks during all practice sessions until time of the performance.

As additional precautions the theater has decreased maximum occupancy significantly and created a seating arrangement allowing families adequate spacing. Mandatory facial masks provides additional protection. The arrangement appears to create more space than airlines and other similar close spaces that have been deemed higher risk due to congregate setting. I was invited to tour the space and it appears that significant measures have been taken to mitigate risk of infection of the acting troupe as well as the patrons. I have also met with the performance group to address their specific questions. The dynamics of Covid are certainly different then in an urban setting, and Augusta County has maintained a low incidence throughout the pandemic thus far. American Shakespeare Center is committed to partner with the local public health officials and community hospital leadership to ensure they are aware of the incidence of Covid in this local area. They are prepared to re-mitigate if there are concerns for increased incidence of the virus in our area.

In support of the theatre, I am currently dedicated to advocate for them in their efforts to safely re-open and share best practices to mitigate the risk of transmission of SARS-CoV2 virus.

Allison L Baroco MD
ABIM Infectious Diseases Board Certification
Member of Infectious Diseases Society of America and Society for Healthcare Epidemiology of America
ADMINISTRATIVE SECTION
PART 1: SYMPTOM CHECK

Administrative staff will perform daily temperature checks and symptom review.

CHECK FOR THESE SYMPTOMS

Lack of smell or taste (new onset)
New shortness of breath
Headache
Sore throat
Cough

A. Have a temperature of 100.4 or above
B. Present either new lack of smell/taste or new shortness of breath
C. Have two or more of the following symptoms: headache, sore throat, or cough

AND IF YOU

Do not report to work. Alert your SafeStart deputy, visit the symptom checker (pg. 2 of this document), check in with your health care provider for further information.

PART 2: AT THE OFFICE

Masks are required (in any group setting).

Enhanced building cleaning will be routinely done.

High touch areas will be cleaned more frequently according to CDC, VDH, and Commonwealth of VA guidelines.

Teleworking is encouraged, when possible.

PART 3: AT THE PLAYHOUSE

Masks are required (at all times).

Staff will avoid non-socially distanced interaction with the Performance Group and honor restricted access to the Playhouse backstage.
FRONT OF HOUSE SECTION
PART 1: PREPARING THE THEATER

THOROUGH AND REGULAR CLEANING

SOCIA LLY DISTANCED SEATING

LESS THAN 50% CAPACITY

PART 2: TICKETING AND WILL CALL

Sidewalk markers will be spaced six feet apart for audiences while waiting for entry.

Contact-free ticketing is required, and there will be no paper tickets at the theater. Tickets can be printed-at-home or displayed on personal mobile devices. Ticket scanners will used by ushers and staff. This scanning will be held outside.

PART 3: INSIDE THE LOBBY

All patrons, staff, and volunteers will be required to wear masks regardless of vaccination status.

Clearly defined, socially distance lines will be marked.

Touchless credit card payments will be accepted, cash payments will be prohibited.

Free-standing hand sanitizer stations will be available throughout the building.

Enhanced building cleaning will be routinely done including sanitizing high-touch areas at frequent intervals according to CDC, VDH, and Commonwealth of VA guidelines. Daily cleanings will be done by Box Office Staff with scheduled deeper cleanings by professional cleaning company.

Gift shop items will be available for contact-less purchase. Patrons can buy merchandise from their seats and pick up at the end of the show.

Stay 6 feet apart whenever possible

Wear a mask whenever possible

Wash hands regularly with soap and water for 20 seconds
The Blackfriars Playhouse auditorium will be limited to 105 audience members (less than 50% capacity).

A socially distanced seating plan will be in place which eliminates gallant stools, Lord’s Chairs, and front two rows of orchestra seating.

PART 5: LIMITING HIGH TOUCH AREAS

No Concessions, either food or drink, will be sold.

Doors will be opened by staff for audiences entering and exiting the theater before and after the show.

No physical programs will be distributed. You can access digital materials on your personal device.

High touch areas will be cleaned more frequently according to CDC, VDH, and Commonwealth of VA guidelines. Daily cleanings will be done by Box Office Staff with scheduled deeper cleanings by Shenandoah Shine, a professional cleaning company.

PART 6: CDC SYMPTOM GUIDELINES FOR AUDIENCES

CHECK FOR THESE SYMPTOMS

A. Have a temperature of 100.4 or above
B. Present either new lack of smell/taste or new shortness of breath
C. Have two or more of the following symptoms: headache, sore throat, or cough

Lack of smell or taste (new onset)
New shortness of breath
Headache
Sore throat
Cough

AND IF YOU

Please call our Box Office to reschedule your tickets for the safety of fellow patrons, our performers, and staff. Ticket exchanges will be free if you are ill.

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FRONT OF HOUSE IMPLEMENTATION PLAN
Deputy Reporting Procedure
- Box Office Staff will report directly to the Patron Services Coordinator with any concerns or needs.

- Senior House Manager will submit a report to the Patron Services Coordinator on Sundays after the matinee with any concerns or needs that arise from the week’s performances. House Assists or other evening box office staff will report any concerns to the Senior House Manager.

- The Patron Services Coordinator will communicate via email a weekly debrief on Tuesday afternoons addressing any concerns or needs from the previous week to the Box Office and House Staff.

If there is an urgent issue the chain of command will be

Business Day: Immediately contact the Patron Services Coordinator.
Show Day/Night: Brought first to the Senior House Manager, who will contact the Patron Services Coordinator as needed.

Patron Services Manager will report to administrative Staff (Marketing and Sales Manager and then the Director of Communications).

Procedure for Improperly Masked or Unmasked Patrons
1. The house assists greets patrons at will call with: “Thank you so much for bringing your mask, we ask you to wear it at all times in the building regardless of your vaccination status”.

2. If an actor sees an unmasked/nose out patron they will alert their Stage Manager.

3. If an usher sees an unmasked/nose out patron they will alert the House Manager.

4. If it was an actor, the Stage Manager will radio the House Manager.

5. The HM will be given as much information as possible (physical description, seat area, etc.) to track down who it is quietly and discreetly.

6. The HM will approach the patrons as unobtrusively as possible and hand them a card. The card text is "Please make sure your mask is covering your nose and mouth or we will have to pause the show".

7. After they receive the message, HM will exit and radio SM that the card has been delivered, with any info on their response/compliance.

7. If they will not comply with the request on the card, then the problem is escalated to the point where a hold is called. If they won't comply, let the HM know immediately (verbally or otherwise), HM will step back and radio SM to have a hold called over the God mic. If they "comply" but then take it off when the HM leaves, the actors are prepared to call hold.
All costumes and props will be disinfected between each use.

All staff and artists will practice enhanced hygiene personally, including frequent hand washing and private consumption of food and beverages.

Additional measures will be taken to insure safety in the dressing rooms (considering individual station blockers and creating additional space for each performer).

Performers will commit to masks wherever possible and at all times in the workplace and in public when not performing.

All non-performers will wear masks during rehearsals and productions.

Stay 6 feet apart whenever possible

Wash hands regularly with soap and water for 20 seconds

Wear a mask whenever possible

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Rehearsals of 10+ will meet at either
Rehearsals of less than 10 can meet in
All costumes and props will be disinfected between each use.
All staff and artists will practice enhanced hygiene personally, including frequent hand washing and private consumption of food and beverages.
Additional measures will be taken to insure safety in the dressing rooms (considering individual station blockers and creating additional space for each performer).
Performers will commit to masks wherever possible and at all times in the workplace and in public when not performing.
All non-performers will wear masks during rehearsals and productions.

Stay 6 feet apart whenever possible
Wash hands regularly with soap and water for 20 seconds
Wear a mask whenever possible

DRAFT 18
BACKSTAGE
SECTION
PART 1: SELF-QUARANTINING
The performance group will be self-quarantining during one week of virtual rehearsals with testing at the end of the week.

THIS INCLUDES: Actors, stage managers, production assistants, and all backstage crew support. Anyone who needs to be added to the Performance Group will begin Isolation Covenant activities as soon as they are aware of the need, and then receive a negative Covid19 test to join.

TIMELINE:
First Virtual Rehearsal: April 21, First Physical Rehearsal: April 28
First Public Performance: May 13

PART 2: ISOLATION OF PERFORMANCE GROUP
THIS MEANS: The performance group will practice a rigorous application of social distancing for self and household and create and sign an “Isolation Covenant”.

PART 3: DAILY SCREENING
Performance Group will perform daily temperature checks and symptom review, and record those via a secure online form that populates a spreadsheet shared with company stage managers. Screening should be completed before the first call of the day, or upon waking on off-days. Signage has been added to the stage door reminding members to complete their screening before entering the building.

CHECK FOR THESE SYMPTOMS

A. Have a temperature of 100.4 or above
B. Present either new lack of smell/taste or new shortness of breath
C. Have two or more of the following symptoms: headache, sore throat, or cough

AND IF YOU

Lack of smell or taste (new onset)
New shortness of breath
Headache
Sore throat
Cough

Do not report to work. Alert your SafeStart deputy, visit the symptom checker (pg. 2 of this document), check in with your health care provider for further information.

universal policies

Wear a mask whenever possible
Wash hands regularly with soap and water for 20 seconds
Stay 6 feet apart whenever possible

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PART 4: SAFE REHEARSAL PRACTICES

All spaces will have their air flow checked. A thorough cleaning and assessment of the HVAC system was completed in the Spring. ASC is working with its contracted maintenance company to maintain the system and stay up to date on changing protocols.

Daily cleaning of high touch areas will be done by stage management and interns. Shenandoah Shine, our professional cleaning company, will deep clean once a week.

All costumes and props will be disinfected between each use by production staff. Washable costume pieces will be laundered nightly, unwashable costumes will be sprayed with vodka. Shoes and hats will be sprayed with Lysol spray nightly.

Hand props and scenic furniture will be sanitized between each day of use.

All staff and artists will practice enhanced hygiene personally, including frequent hand washing and private consumption of food and beverages.

Additional dressing room space will be provided in Tyson Rehearsal Hall to allow for more space between company members backstage.

Rehearsals of 10 + will meet on the BLACKFRIARS STAGE (OCCUPANCY 492)

Rehearsals of less than 10 can meet in TYSON REHEARSAL HALL (OCCUPANCY 75)

PART 5: MASK USAGE

All non-performers will wear masks during all rehearsals and all performances. Performers will commit to masks wherever possible and at all times in the workplace when not performing.

PART 6: OTHER USES OF BLACKFRIARS

• All backstage tours and in-person development events/meet & greets are cancelled after April 21. On-going Playhouse tours will exclude Backstage access.

• Downstairs bathrooms will receive daily cleanings.

• Stage door will be reserved for the exclusive use of the Performance Group.

• No one outside the Performance Group will be permitted backstage or downstairs on performance or rehearsal days.

• Playhouse mail will be delivered to the Box Office desk. A member of Stage Management will sort and deliver to the downstairs mail slots.

• Any member of the Performance Group using the Playhouse outside of regular rehearsal or performance hours will be responsible for sanitizing whatever space they use.

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PART 6 CONTINUED: PLAYHOUSE TOURS

- Playhouse tours will be conducted no more than once a day.
- Tours will be limited to no more than two groups (maximum of 10 guests total on tour).
- Tours will be socially distanced and all participants will be required to remained masked the entire tour regardless of their vaccination status.
- The tour will be divided into three portions:
  - 15 minutes outside of the Playhouse
  - 15 minutes is in the upper lobby.
  - 15 minutes is in the balcony of the Playhouse
- On days when actors are not present for rehearsal or performance, tours may include a backstage or Tyson Rehearsal Hall walk through. No guests will be permitted in these areas on days that have either a rehearsal or performance.
- Tickets must be purchased online ahead of the tour.
- Tour guide will greet guests outside, establish rules of the tour, then deliver tour.
- Tour guide will wipe down any surface touched by participants at the conclusion of the tour and use antibacterial cloths throughout the tour to open/close doors.

PROCEDURE FOR POTENTIAL EXPOSURE/ILLNESS

Tour guide will quarantine and box office will notify appropriate contract tracers.
ISOLATION COVENANT
The Performance Group agrees to the following for the duration of their contract:

• Work together to refine these actions during the virtual rehearsal period, prior to beginning in-person rehearsals. As well as, revisit and revise these actions on an on-going basis in order to respond to changing conditions.
• Make a commitment to transparency: In the course of monitoring yourself and your household, report any health concerns to your supervisor or your SafeStart deputy.
• Maintain a Performance Group “work bubble,” comprising solely of themselves and members of their household.
• Commit to being “mask-modelers” whenever possible in the Staunton area, acknowledging and leveraging their status as well-known/public citizens.
• Per Dr. Baroco, all members of the Performance Group, regardless of vaccination status, should abide by the covenant until the whole group is vaccinated. At that time, the Covenant will be revised.

Sample 2020 Isolation Covenant
A revised Covenant should be created by the Performance Group for approval by ASC management during the week of virtual rehearsal.

The Performance Group agrees to the following for the duration of their contract:
Restrict public outings to the following, so long as masks are worn and a distance of 6ft or more is maintained:

• Running essential errands such as grocery shopping (including farmer’s market), going to the pharmacy, and getting a haircut, though the group recommends consolidating these trips into as few as possible.
• Outdoor exercise, including running and hiking.
• Voting in person, though the group recommends the use of absentee voting when possible.
• Other activities may be added to the above list over time, should a member of the group make a case for that activity’s safety and it is approved by the group.
• The Performance Group agrees to refrain from the following:
  • Going to public gyms or indoor swimming pools.
  • Dining indoors (including bars)
  • Any of the activities included in the above list can be removed, should a member of the group make a case for that activity’s safety and it is approved by the group.

The group acknowledges the present need for protest, and is committed to finding a safe and effective way to add our voices (individually and collectively) to the calls for change in our society.
RESOURCES AND TOOLS INVENTORY

LINKS


https://globalepidemics.org/key-metrics-for-Covid-suppression/

EQUIPMENT

- Two cloth masks per performance group member, upon request
- Five free-standing hand sanitizers dispensers
- Four wall mounted hand sanitizer dispensers
- Bulk hand sanitizer

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OUTDOOR VENUES
SECTION
ROSE TERRACE

FRONT OF HOUSE
• No physical programs will be used. Digital Program will be online.
• All patrons, staff, and volunteers will be required to wear masks regardless of vaccination status.
• Contact-free ticketing is required, and there will be no paper tickets at Rose Terrace. Tickets can be printed-at-home or displayed on personal mobile devices. Ticket scanners will be used by ushers and staff.
• Seating will be in preset chairs in groups of 2 spaced in groups 6 foot apart.
• Thorough and regular cleaning of surfaces by FOH staff. Only FOH surface will be a folding table, it will be cleaned each night and stored.
• A ‘sanitization travel box’ with necessary supplies will be stocked at the Playhouse and stored at the space.
• Check-in protocol will have a single entrance with six-foot markers.
• A touchless hand sanitizer will be stationed at the entrance/exit.

Protocol for un/improperly masked patrons
• Upon ticket check-in the house assist will say: "Thank you for bringing your mask- once you have it on an usher will show you into the seating area”.

• No one is taken into seating without their mask on. If they ask if they have to keep it on the response is: "Yes, we are complying with universal masking regardless of vaccination status".

• Signs will be posted that say "Masks are required in the seating area even within individual seating blocks".

• Once the music starts, the same protocol stands for delivering the mask request cards to people seen unmasked. The protocol for reporting to SM and steps for non-compliance remain the same as the Playhouse.
ROSE TERRACE
BACKSTAGE/PERFORMANCE GROUP

- Hand sanitizer stations - Will be set up and maintained by Stage Management. They will be in the dressing rooms, backstage on both sides, in all tents, and on tech stables/stations during tech.

- Dressing rooms will be inside the Rose Terrace building, accessible to only the Performance Group during rehearsals and performances.

- Transport of props and costumes - Protocols in process, no one outside of the production group will be responsible for this, anyone involved will be masked, hand props will be wiped down pre-show, onsite. Costume spray down protocols remain the same as at Blackfriars.

The success of these protocols is dependent on each of us deciding to value the health and safety of the person next to us.

This plan was written with faith in our strength as a community as an underlying condition.
UNIVERSAL POLICIES

Stay 6 feet apart whenever possible
Wash hands regularly with soap and water for 20 seconds
Wear a mask whenever possible
ASC THEATRE CAMP SECTION
This advanced version of camp admits older campers (ages 16 and up) who are able to take on the added responsibility of maintaining a camp bubble while mounting a Renaissance show. Because the program requires more maturity and personal responsibility from all participants than ever before, the application questions seek to underscore the need for self-awareness in all campers and set up the context of taking care not only of their own health and safety, but also the health and safety of the group.

**PART ONE: QUARANTINE AND ESTABLISHMENT OF THE CAMP BUBBLE**

All members of the Camp Bubble will be required to commit to two weeks of strict self-isolation before camp begins, voluntarily agreeing to:

- Stay 6 feet away from all other individuals (even those they live with)
- Wear a face mask whenever they are in the same room with another person (even sleeping) or in a common space
- Update their vaccination status to ASC

Upon arrival in Staunton, campers will begin the bubble week during which they will:

- Live in single rooms at Hotel 24 South [Click here for Hotel protocols]
- Eat all meals at Hotel 24 South
- Remain masked at all times (unless eating or sleeping in their individual rooms)
- Participate in Camp activities that are socially distanced and outside whenever possible
- Test into the bubble at the end of the first week

**PART 2: ISOLATION OF THE CAMP BUBBLE**

For the remainder of Camp, campers will:

- Maintain their bubble
- Live in double rooms at the hotel
- Remain masked and at social distance to any time a non-bubble member is present

The Camp Bubble will live and work primarily in the following spaces

- Hotel 24 South: individual rooms (week 1), shared rooms (week 2-4), meeting room (rehearsals, meals, classes, workshops)
- Blackfriars Playhouse: stage, backstage
- Rose Terrace

The Camp Bubble includes:

All campers (12-15) and Camp staff (2 RDAs + Camp Life Coordinator/Camp Director)
PART 3: DAILY SCREENING
Campers will perform daily temperature checks and symptom review, and record those via a secure online form that populates a spreadsheet shared with Camp Staff. Screening should be completed before the first call of the day, or upon waking on off-days.

CHECK FOR THESE SYMPTOMS

Lack of smell or taste (new onset)
New shortness of breath
Headache
Sore throat
Cough

A. Have a temperature of 100.4 or above
B. Present either new lack of smell/taste or new shortness of breath
C. Have two or more of the following symptoms: headache, sore throat, or cough

AND IF YOU

Do not report to work. Alert your SafeStart deputy, visit the symptom checker (pg. 2 of this document), check in with your health care provider for further information.

PART 4: PROCEDURE FOR POTENTIAL EXPOSURE/ILLNESS
- If a member of the camp bubble is exposed or becomes ill they will be removed to an individual room in ASC company housing while awaiting test results.
- All members of the Camp Bubble will be tested.
- All parents will be notified in the event of expected exposure.
- All parents/guardians are asked to prepare an emergency travel plan for their camper in case of an outbreak.

PART 5: PERFORMANCE CONSIDERATIONS
- Final performance in the Blackfriars Playhouse on Sunday, August 8
- Performance will be Livestreamed to the public through Vimeo
- If pandemic allows, socially distanced seating will be available to camper friends and family (RSVP required)

CAMP ISOLATION COVENANT
Campers will work during their two-week pre-travel quarantine to create an Isolation Covenant for their time at Camp. It will be subject to approval by ASC Management.
ADDITIONAL SPACES AND PROGRAMMING
IN-PERSON EDUCATIONAL WORKSHOPS

• Workshop groups will be limited to 15 participants.
• Workshops will be held outside, whenever possible. In inclement weather, workshops will be held in spaces large enough to provide appropriate social distancing.
• All participants and staff will remain masked throughout the workshop regardless of vaccination status.
• Workshop leader will supply handouts and will pre-place them at seats.
• Students will supply their own writing utensil.
• Materials will be disposed of (or kept) by participants.

PROCEDURE FOR POTENTIAL EXPOSURE/ILLNESS

Workshop leaders will quarantine if exposed. ASC will notify the appropriate contact tracing authorities.

The success of these protocols is dependent on each of us deciding to value the health and safety of the person next to us.

This plan was written with faith in our strength as a community as an underlying condition.
MBU USAGE SECTION
MBU USE OF BLACKFRIARS PLAYHOUSE

New Protocols for 2020 SafeStart

- **MBU students, their audiences, staff, and faculty will be masked at all times inside the Blackfriars Playhouse.**

- **No one presenting as ill** (temperature over 100.4, having a new loss of taste or smell, new shortness of breath, or two or more of a headache/sore throat/cough) will attend any production, class, rehearsal, or any other function at the Blackfriars.

- **Entrance to the Stage Door is limited to four appointed MBU students who have been issued key cards.** These four know to head from the stage door through the “production allowed” hallway directly to the stairwell and to be masked.

- **MBU has access to the lobbies, public restrooms, playhouse, stage, balcony, backstage on the main level and balcony level, and access to the backstage stairwell from the main floor to the balcony.**

- **MBU does not have access to the basement stairwells, Tyson, kitchen, dressing rooms, or any other downstairs area.**

- **Equipment retrieval** for classes from Tyson will be done by members of the current ASC Performance Group that are also MBU students/faculty.

- **MBU will sanitize** any high touch areas they use in the lobby or backstage including at the desk, stair railings, elevator, or bathrooms.

- **MBU is responsible for trash collection** in the backstage area (backstage SR both up and downstairs, and In the up and downstairs stairwell SL) if used during a rehearsal, performance, or class.
SIGNATURE
I have read and agree to follow the policies laid out in this manual. I believe in the ASC Community and will do my best to keep myself and my colleagues safe.

SIGNATURE

PRINTED NAME

DATE