



## **Safety Procedures**

### Children and Youth Arts Programs

These procedures, and any further rehearsal or performance plans, will be guided by the CDC guidelines and government recommendations and will take into consideration the best practices of other arts organizations and venues, especially those that work with children. The health and safety of our members and our patrons is of the utmost importance. Our guiding principles as a community performing arts ensemble through this time are to embrace **FLEXIBILITY, CREATIVITY, and INCLUSIVITY** in all of our planning. For these reasons, we will provide safe ways for members to engage with us, assuring everyone who wants to participate can feel a part of our community. We will maintain the flexibility to adjust as the situation develops while still delivering a quality experience for our members.

#### ***Safety and General Precautions***

Based on what we have learned from the feedback from our members and patrons, the scientific recommendations of the CDC and other reputable health organizations, and the best practices of other performing arts groups around the globe, these are the general precautions that we will adopt as a part of our return to rehearsal plan.

- Rehearsal rooms will be set up to accommodate social distancing guidelines as much as possible, with a guideline of 3 feet between performers.
  - Performance material (plays, musical pieces, etc.) will be selected that considers social distancing, lack of shared materials, etc.
  - When needed and possible, chairs, set pieces/props, and/or floor markings will be set up with social distancing in mind and will be used whenever necessary.
  - Only a group of people of an approved size for each room (staff and students together) will be permitted in the rehearsal room at a time. As usual, no one other than approved staff and students will be permitted in the rehearsal rooms.
- All members will be allowed to wear masks on program campuses if desired.
  - In accordance with our commitment to monitor and adjust to the evolving COVID-19 pandemic – and in alignment with our policy of following local, state, and national guidance and listening to the feedback and needs of our Members - **effective Sunday, March 13<sup>th</sup>, Face Masks will be optional for all members and patrons** at CFCArts rehearsals and events.

- In the case where a partner venue has a more stringent policy regarding masks, CFCArts will defer to the policy of the partner venue and will clearly communicate this to impacted members and patrons
- We will continue to monitor local transmission levels and seek the input and advice of local, state, and national agencies as the next chapter of the COVID-19 pandemic unfolds. We will adjust the policy again, potentially reinstating a mask requirement, if it becomes apparent that it is necessary for the safety of our members and patrons.
- CFCArts will not be able to enforce each family's preference for their student (for instance, if you would prefer your student wear their mask but they take it off in rehearsal, we cannot be held accountable for them not following your family's rules) but we will ensure that bullying or discrimination towards students or their families for their mask-wearing choices is not tolerated.
- We will limit any materials touched with the hands, such as scripts, music, props, or costume pieces. As usual, students will be provided with any printed materials (such as scripts and/or music) and will be responsible for bringing their own printed materials to each rehearsal. As usual, other materials will be provided as necessary.
- Families will be permitted to enter the building if appropriate for check-in and out, but as usual may not enter the rehearsal rooms. In the instance where the building's entrance opens directly into a rehearsal room, or space is limited inside, check-in and out will take place outside (when possible, underneath a protective covering.)
- Hand sanitizer will be available in each rehearsal room, and members will be encouraged to use it whenever necessary.
- Sanitizing wipes will be provided to staff to assist with cleaning of rehearsal items.
- Students will be discouraged from using communal water fountains and will be encouraged to bring their own personal water bottles (not to be shared.)
- Restrooms will be limited to a small number of people in the communal restrooms at any time, when possible. We recognize that due to emergencies and the presence of other groups on campuses, this may not always be possible.
- Additional items may be added to this list as more information is available from the CDC and other organizations.

### ***Member Communication and Agreements***

The most important consideration in all of our planning is the health and safety of our members. This process is a collaboration, an agreement, between CFCArts and its members and performers. We will all need to agree to a basic set of guidelines.

- All families agree to keep their students home from rehearsals and gatherings if they are exhibiting any symptoms or if they have been exposed to someone who has exhibited symptoms of or tested positive for Covid-19.

- We agree with the CDC's recommendation that any temperature of 100.4 degrees or higher is a fever. We ask all families to check their students' temperatures at home prior to attending a rehearsal if they are feeling ill, and to stay home if they have a fever. We will not be conducting temperature checks at rehearsals, classes, or performances.
- We ask families to commit to telling us (via direct phone or email communication with Leah Porrata or Seth Niquette) if students test positive for Covid-19 at any point.
  - We will protect their privacy, but need to be able to notify others.
  - We will ask any students who test positive to not attend rehearsals for at least 10 days and will offer virtual rehearsals when possible for their continued engagement.
  - They should also wait at least 5 days after their last symptoms and test negative for Covid-19 before returning to rehearsals in person.
  - Due to various health and privacy regulations, we will not ask for documentation or proof of this, but will lean on each family for individual accountability and integrity.
- We commit to notifying families in a timely fashion if someone they were potentially exposed to at a rehearsal has tested positive for Covid-19.
  - We will ask anyone exposed to not attend in-person rehearsals for at least 10 days and will offer virtual rehearsals when possible for their continued engagement.
- All legal guardians of students attending any in-person rehearsals, performances, or gatherings will sign a form stating that they are aware of the protocols we have put in place, that they agree to follow them, and that they accept that by attending in-person activities there is a degree of assumption of risk that they agree to.
- CFCArts agrees to provide weekly communication and updates on the status and location of any rehearsals or gatherings and all families agree to reading this weekly communication so that they are aware of any changes to policies or procedures.
  - In addition, families agree to timely and frequent communication with CFCArts regarding any changes to their participation status.
- Any absences from rehearsal related to CFCArts' Covid-19 policies will be counted as excused as long as they are communicated via direct phone or email communication with Leah Porrata or Seth Niquette in a timely manner. This includes students who need to abstain from attending rehearsal due to possible or confirmed exposure to an individual with Covid-19, students who are exhibiting possible symptoms of Covid-19 such as fever or cough, and students with a positive or inconclusive Covid-19 test within the past two weeks. However, please note that students may be asked to attend rehearsal virtually via Zoom, and may need additional rehearsal time to catch up on material missed. Please also note that, depending on the time frame, length of absence, and ability to participate virtually while absent from live rehearsals, students' roles, lines, solos, etc. may need to be reassigned.

### ***Programs and Plans***

- All programs will take place with the following plans:
  - Maintaining sanitizing stations around any part of the venues we use.
  - Sanitizing rooms, tables, chairs, and any other touched surfaces.
  - Shared materials sanitized between users when appropriate.
- Programs will take great precautions to avoid groups of people coming into close contact.
  - Programs will be scheduled to ensure that there are not large groups of people entering or exiting the building at the same entrance at the same time.
  - If programs are scheduled for overlapping times, families will be issued clearly marked venue maps with detailed instructions on varied entrances and exits to avoid crowds in any given area. In this instance, clear signage, and if possible, staff members will direct families towards the appropriate entrances and exits.
  - Family members will not have a guaranteed waiting location inside of the program buildings, but may be able to wait inside if there is an appropriate amount of space separate from the rehearsal rooms.

### ***Safety Violations***

Participants in any Central Florida Community Arts program will be held to a standard of appropriate behavior and responsibility. This includes following these Safety Procedures. Consequences for violations of this standard of behavior and responsibility are as follows, and will be documented:

- First violation: The participant will receive a private verbal warning.
- Second violation: A parent/guardian of the participant will be notified.
- Third violation: CFCArts will contact a parent/guardian to set up a meeting between CFCArts staff, the participant, and a parent/guardian to discuss further steps. This may result in the student's removal from the program, or other modification to the student's participation in the program that allows for the safety procedures to be upheld.

Please note that if a participant commits an extreme violation, one or more disciplinary steps may be skipped in order to ensure the safety and wellbeing of all participants.

These procedures are outlined in the Participant Agreement signed by all families. Please see the Participant Agreement for further information about behavior and responsibility violations.