

Montana Actors' Theatre CoVid-19 Procedures/Guidelines, Policy and Procedures

(When Utilizing Armory Gym and Related Spaces During Phase Two)
(as of June 1, 2020, for Camps starting in June running through August 31, 2020)

In light of the recent CoVid-19 pandemic, the Montana Actors' Theatre Children/ Youth Camps and Production recognizes that it has a serious and vital obligation to take affirmative and reasonable steps to address and protect the well-being of the individuals involved in these programs in relation to the virus that causes CoVid-19 and potential transmission of the same. After consultation with the Hill County Health Department, and in keeping with guidelines released by the Governor's office for the phased re-opening of Montana, we have decided to offer limited (25 youth participants for each camp) in-person camps this summer. We will be holding each Camp outdoors in a public park with all performances taking place in the same area. A private bathroom will be provided for participants to use. Public facilities will not be used. All reasonable efforts to maintain social distancing, by maintaining six (6) feet of space between the Participants to the extent feasible given the current activity, will take place. Of course, the solution to preparing for issues associated with the virus, as it relates to any of the Camp's/Production's activities is based in common-sense, but there is great value in setting specific guidelines, policies and procedures for purposes of increasing the likelihood of protecting said individuals. Under no circumstances shall any event sponsored by Montana Actors' Theatre include more than fifty (50) individuals in an enclosed space at any given time. This restriction is not limited to just Participants.

This document sets forth all guidelines, policies and procedures for the Camps/Production in respect to any situation in which its Participants (the "Participant" or "Participants") are in any type of close proximity, including when utilizing rehearsal space for practices or meetings as a cast unit. In this regard, the Camp's/ Production formally adopted recommended guidelines, strategies and policies, which will be implemented by the Camp/Production and must be adhered to by the Participants are as follows:

Guidelines-Prior to Entry into the Space

Prior to entry into the Camp/ Production rehearsal, its representatives and the Participants must adhere to the following:

The Program shall utilize the Mayo Clinic issued "CoVid-19 Self-Assessment tool" found at <https://www.mayoclinic.org/covid-19-self-assessment-tool>, and on the attached paperwork given to you by Montana Actors' Theatre Camps/Production, for purposes of assessing symptoms and determining if a Participant is a potential candidate for actively carrying the virus that causes CoVid-19. Accordingly, the following shall occur prior to entering the Space:

- a. The Program shall provide each Participant with the following link:
<https://www.mayoclinic.org/covid-19-self-assessment-tool>, and on the attached paperwork given to you by Montana Actors' Theatre Camps/Production, and require that they perform the self-assessment provided at such link no more than two (2) hours before the scheduled activity begins. Each Participant must confirm that they have completed the self-assessment located at

the foregoing link and that after completion of the self-assessment they received the following assessment: "Your answers indicate that you do not have any symptoms that currently suggest the need for COVID-19 testing." If the Participant does not, or cannot, provide confirmation of completion of the self-assessment or they advise they received any assessment other than as stated above, then such Participant will not be allowed into the Space and will be required to immediately leave the current area.

b. In addition to the foregoing, all of the following questions will be asked of each Participant no more than fifteen (15) minutes prior to entering the camp, and any Participant who answers any of the following in the affirmative will not be allowed into the camp/rehearsal and will be required to immediately leave the current area:

i. Have you been within six (6) feet of a person with a lab-confirmed case of CoVid-19 for at least five (5) minutes or had direct contact with their mucus or saliva in the past fourteen (14) days?

ii. Are you currently experiencing or have experienced in the past 48 hours, any of the following symptoms:

1. Fever of 100.5 F or above, or possible fever symptoms like alternating chills and sweating?
2. Cough?
3. Trouble breathing, shortness of breath or severe wheezing?
4. Chills or repeated shaking with chills
5. Muscle aches?
6. Sore throat?
7. Diarrhea?
8. Persistent Headache?
9. Loss of Smell or Taste or a change in Taste?

iii. Do you have any immediate family members, who live in your home and who are experiencing any of the above-referenced symptoms?

A representative of the Camp/Production will examine the rehearsal space no less than ten (10) minutes prior to any entry by a Participant, and a list of frequently touched surfaces and objects will be compiled (the "List"). Such list will not be limited to, but will include, any and all of the following:

- a. Tables;
- b. Doorknobs;
- c. Light Switches;
- d. Countertops;
- e. Handles;
- f. Desks;
- g. Props and learning tools

- h. Toilets;
- i. Faucets and Sinks; and
- j. Touch screens of any sort.
- K. Costumes

Then, prior to entry into the Camp by any Participant, a representative or representatives of the Camp/Production will clean each item on the List, using an Environmental Protection Agency (“EPA”) identified and approved Disinfectant for Use Against Sars-CoV-2, as such are set forth in the EPA’s List N, found at <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2> Any items not on the List, which may be infrequently touched during the utilization of the Space, shall also be washed by a representative of the Program using the Disinfectant or soap and water.

Guidelines-Upon Entry, During Camps, and Exiting the Space

After entry into the Camp/ Production, all Participants must adhere to the following and any Participant violating the following will receive one warning for a violation and will be required to leave upon receiving a second notice of violation:

1. Check-in

- Campers are to be dropped off at the assigned area no more than 15 minutes prior to camp
- Please do not arrive at the Camp/rehearsal early as members will not be allowed to congregate on the property
- Parents will not be allowed in the rehearsal area.
- Members will sanitize their hands before entering the rehearsal area.
- Health checks will be performed by the staff as the members arrive
- Attendance will be taken upon entry into the rehearsal space by Camp/Production staff
If a member needs to arrive late, the Staff must be notified
Camp staff will contact registered members not attending each day to determine the reason for their absence.

2. Sick Members

- Members who show signs of illness cannot be brought to the Camp/production
- If a member is found to be unwell through a health check or self-reporting, Camp Intern will contact the parent/guardian of sick members for immediate pick-up.
- Sick campers will wait for pick-up in the designated space
- After the camper is picked up, the designated space will be thoroughly sanitized
- If a child attends the Camp/Production and is diagnosed with COVID-19, the facility will be cleaned according to CDC guidelines
- Sick campers will be allowed back to the Camp when they no longer show any symptoms or signs of sickness

3. Sick Staff

- Staff members will not report to work if they display any symptoms of COVID-19 (fever,

cough or other symptoms as defined by the CDC)

- Staff will report their condition to Montana Actors Theatre Youth/Children's Theatre director as soon as possible
- Staff will not return to work until they no longer show any symptoms or signs of sickness

4. Snack/ water

- Individual prepackaged snacks will be provided for each participant.
- Individual water bottles will be given at the beginning of camp. Bottles will need to be taken home each day and washed and brought back the next day full of water.
- If more water is needed Participant will be given a bottle of water that can then be emptied into said personal water bottle by Participant.
- Campers will maintain a distance of no less than six (6) feet between their water bottles when not using

5. General Camp Operations

- Restroom will be sanitized before Camp begins, and again mid-day.
- All Participants must thoroughly apply hand sanitizer no less than every 30 minutes while participating in Camp/Rehearsal
- Camp members will visit the restrooms one at a time only, and must wash their hands appropriately after using the restroom
- In case of a restroom emergency, camp staff will meet the member at the restroom and ensure they are not in contact with other campers and that they wash their hands appropriately after using the restroom
- All personal belongings must be at least six (6) feet apart at all times
- Any Props or learning tools will be disinfected after use
- Any meetings or conferences of the Participants shall be organized and arranged in a manner in which the Participants remain at least six (6) feet apart at all times

6. End of Camp

- Campers are to be picked up no later than 15 minutes after camp concludes
- Staff will stay with their group until all members have been picked up, or until 5:15
- At 15 minutes after camp ends, any remaining campers will make attempt to contact parent/guardians for pick-up
- If a camper needs to leave early, the staff must be notified
- At the end of each day, staff will clean the rehearsal space according to CDC recommendations