

COVID-19 Safety Plan



Massey Theatre Society

Based upon the Performing Advisory Arts Committee Document
Guide to Reopening Theatrical Venues - 2nd DRAFT EDITION 5/15/2020
Principal Authors: C.J. Marshall and Dionne Christian

1 of 10

MASSEY THEATRE SOCIETY

735 Eighth Avenue, New Westminster, BC, V3M 2R2

Tel: (604) 517-5900 | **Email:** info@masseytheatre.com | **Website:** www.masseytheatre.com

SECTION 1: OVERVIEW

The Massey Theatre Society has adapted the following document to safely continue operations in tandem with our Communicable Disease Plan. The goal of this safety plan is to provide all workers and clientele with the proper information to operate safely within the diverse spaces in our building.

MTS complies with all Provincial and Health Authority mandates and orders. We recognize that safe operation continues to be working with a menu of mitigating measures. This helps us simultaneously protect the health and safety of our staff, guests and artists. As a result; any plans that we adopt must include flexibility and a robust communication strategy that will enable us and our guests to successfully adapt to rapidly changing circumstances. We require confidential disclosure of Covid vaccination status to the Executive Director. This is done conscientiously to include all employees safely and appropriately, to ensure adaptations are considered in order to maintain a safe workplace for all.

We are also referencing Worksafe BC's Arts and culture: Protocols for returning to operation.

[ORDER OF THE PROVINCIAL HEALTH OFFICER - GATHERINGS AND EVENTS](#)

As per Worksafe BC's Guidelines, each group entering the venue must provide their own COVID-19 Safety Plan and/or Communicable Disease Plan.

Worksafe Safety Plan App - [Click Here](#)

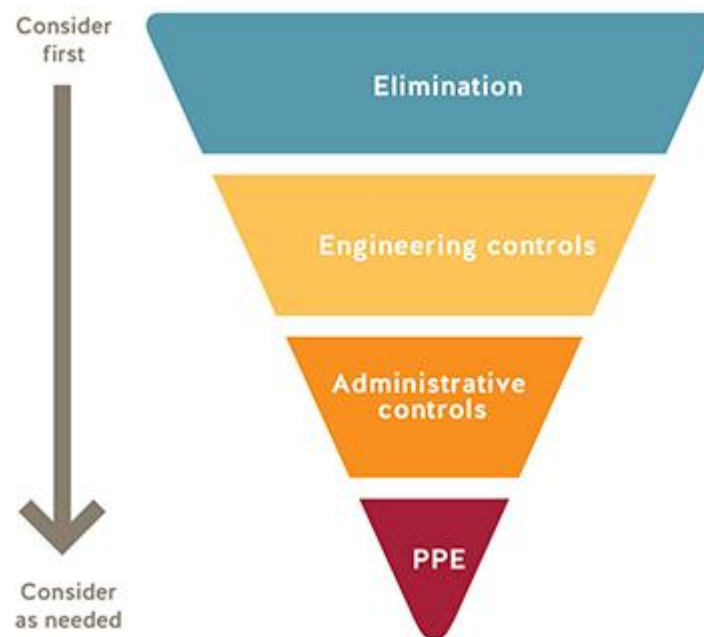
Worksafe Communicable Disease Plan Template – [Click Here](#)

SECTION 2: MITIGATION PRINCIPLES

EFFECTIVE USE OF MITIGATING CONTROL STRATEGIES

Controlling exposures to occupational hazards is a fundamental way to protect personnel. Conventionally, a hierarchy has been used to achieve feasible and effective controls. Multiple control strategies can be implemented concurrently and or sequentially. This hierarchy can be represented as follows:

- **First level protection (elimination):** Use policies and procedures to keep people at a safe physical distance from one another. Limit the number of people in your workplace at any one time, and implement protocols to keep workers at least 2 metres from other workers, customers and members of the public.
- **Second level protection (engineering controls):** If you can't always maintain physical distancing, install barriers such as plexiglass to separate people.
- **Third level protection (administrative controls):** Establish rules and guidelines such as cleaning protocols, telling workers to not share tools, or implementing one-way doors or walkways.
- **Fourth level protection (PPE):** If the first three levels of protection aren't enough to control the risk, consider the use of non-medical masks. Be aware of the limitation of non-medical masks to protect the wearer from respiratory droplets. Ensure workers are using masks appropriately.



- The Worksafe information and resources for preparing workplaces is available here: [Worksafe BC COVID Resources & Updates](#)

MEDIUM RISK EMPLOYEE PPE REFERENCE STANDARDS

- **Masks are required in all public indoor settings for all people born in 2017 or earlier (5+).** Employers should ensure that other measures are in place, including physical distancing, handwashing, and staying at home when sick. Employers must understand the limitations of masks as a protective measure, and must ensure that masks are selected and used appropriately.
 - Cloth and surgical masks may not protect you from the virus because they do not form a tight seal with the face. However, they can reduce the spread of your respiratory droplets to others.
 - Keep your mask clean and dry. If it gets wet, it's less effective at preventing the spread of droplets.
 - Change masks as necessary. You may need several masks available as they build up moisture during the day and become less effective. If your mask becomes wet, soiled, or damaged, replace it immediately.
 - Make sure you know how to wear and clean your mask. Wash cloth masks every day using the warmest water setting. Store in a clean, and dry place to prevent contamination.
 - Practice good hygiene even if you're wearing a mask. This includes covering sneezes and coughs and washing hands. Don't touch your eyes, nose, mouth, or mask (if you're wearing one).
- Washing your hands often and practicing good hand hygiene will reduce the chances of getting or spreading germs like COVID-19.
 - Washing your hands with soap and hot water for at least 20 seconds is most effective. This is because soap actively destroys the surface of the virus that causes COVID-19, reducing how much of the virus is left on your skin.
- People are asked to keep two metres away from one another. When physical distancing is used with other public health measures, it can help to reduce the spread of respiratory illnesses like COVID-19.
 - While physical distancing is one tool, it is not practical in all workplace situations. Staff are required to follow all safety standards to mitigate the spread of COVID-19.
- Vaccination and boosters are encouraged by MTS for all of its staff and auxiliary employees.
 - Vaccination declarations are made by staff to the Executive Director.
 - We have an obligation to keep our employees, all workers and third parties that interact with them as safe as possible.

SECTION 3: TESTING AND EXPOSURE GUIDLINES

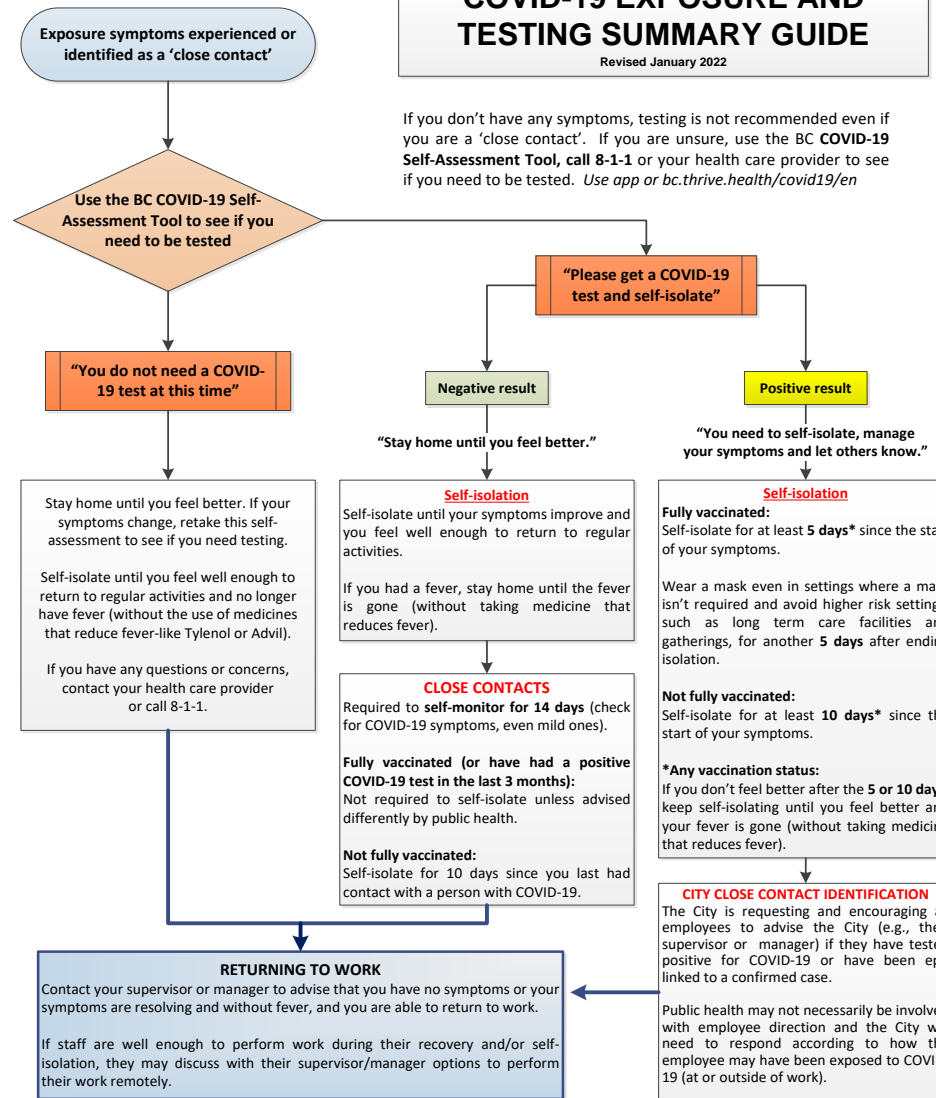
- Due to rapid increase in cases, testing may be completed through take home test kits and not Health Authority testing. There may be minimal follow-up from Public Health after test results are received.
- COVID-19 Symptoms: There is a prioritization for testing for key COVID-19 symptoms.
 - If you have 1 or more of these key symptoms below, seek testing as soon as possible.
 - Fever or chills
 - Cough
 - Loss of sense of smell or taste
 - Difficulty breathing
 - If you have 2 or more of the symptoms below for more than 24 hours, and they are not related to any other pre-existing conditions, seek testing.
 - Sore throat
 - Loss of appetite
 - Extreme fatigue or tiredness Diarrhea
 - Nausea or vomiting
 - Headache
 - Body aches
- Isolation periods: Self-isolation periods have been revised from 14 days to 10 and 5 days depending on vaccination status (different isolation periods for fully vaccinated and not fully vaccinated persons.)

The following COVID-19 Exposure and Testing Summary Guide on the next page outlines steps for staff to follow when they test positive, experience symptoms or are identified to be a close contact.

COVID-19 EXPOSURE AND TESTING SUMMARY GUIDE

Revised January 2022

If you don't have any symptoms, testing is not recommended even if you are a 'close contact'. If you are unsure, use the BC COVID-19 Self-Assessment Tool, call 8-1-1 or your health care provider to see if you need to be tested. Use [app](#) or [bc.thrive.health/covid19/en](#)



*Fully vaccinated means you received both doses of a 2-dose series (e.g., AstraZeneca, Pfizer-BioNTech, or Moderna vaccine) more than 7 days ago, or have received a single dose of a 1-dose series (e.g., Janssen/Johnson and Johnson) more than 14 days ago.

LOBBY AND PUBLIC AREAS

- Vaccination passport checks are carried out prior to any member of the public entering facility for an organized gathering or event.
- Masks at all time.
- Concessions may be closed in order to minimize removal of masks.
- Participants may not mix between areas / activities.
- Public washroom usage volume is monitored and mixing of groups is minimized.
- Users and ticket buyers are sent requirements prior to their visit to the facility.
- Hand sanitizer is available at multiple locations throughout the building.

STUDIOS AND BOOKABLE SPACES

- Vaccination passport checks are carried out prior to any member of the public entering facility for an organized gathering or event.
- Masks at all time.
- Concessions may be closed in order to minimize removal of masks.
- Participants may not mix between areas / activities.
- Public washroom usage volume is monitored and mixing of groups is minimized.
- Users and ticket buyers are sent requirements prior to their visit to the facility.
- Hand sanitizer is available at multiple locations throughout the building.

STAGE DOOR

- Signage added to reinforce expected guest behavior (social distancing, masks, etc.)
- Separate entrances for deliveries/receiving designated.
- Plastic barriers installed where applicable.
- Hand sanitizer station provided inside stage door.
- Periodically disinfect touch points within entryway/sign in area.
- Explain building rules to occupants that impact how they use and move around the facility.
- Spray/disinfect reception area daily.
- Safe disposal receptacles provided for contaminated materials (face coverings, PPE, etc.)

DRESSING ROOMS

- Sanitizer available at entry and bathrooms.
- Reduce dressing stations to comply with physical distancing.
- Limit occupancy of each room based on physical distancing guidelines.
- Maximum capacity: 10 people
- Spray and disinfect room/restrooms daily.
- Staff levels reduced to enforce social distancing (worker safety still considered.)
- Safe disposal receptacles provided for used PPE.

BACKSTAGE RESTROOMS

- Restroom occupancy limits and entry controls (1-person maximum.)
- Sanitizer available to guests at touch points.
- Eliminate air hand dryers in bathroom.
- Clean/disinfect touch points constantly during high usage.
- Restrooms disinfected between rush periods (top of show, post intermission.)
- Contracted Custodial Staff responsible for bathroom cleaning.

FLY-RAIL/GRID

- Stagehands and non-performing staff must wear appropriate PPE (Gloves, masks.)
- Overhead work reduced where possible or stagger timing (all points rigged in advance.)
- Hand sanitizer station provided on stage.
- Physical distancing enforced whenever possible.
- Hand washing routines encouraged.
- Touchable surfaces disinfected.
- Ropes regularly disinfected when used.

STAGE AREA

- Stagehands and non-performing staff must wear appropriate PPE (Gloves, masks.)
- Physical distancing enforced whenever possible.
- Maximum capacity: Reduced to 50%
- All high-risk equipment disinfected after each use (radios, headsets, microphones, costumes, safety equipment, and props.)
- Routine hand washing breaks and additional hand sanitizing stations offstage.
- Touch points cleaned/disinfected constantly during high usage.
- Stage Sprayed/disinfected daily.

CONTROL BOOTH

- Stagehands and non-performing staff must wear appropriate PPE (Gloves, masks.)
- Physical distancing enforced whenever possible.
- Reduce number of personnel (2) allowed in booths to conform with physical distancing guidelines.
- Mandate that touring companies DO NOT use enclosed booth space.
- All high-risk equipment disinfected after each use (radios, headsets, microphones, costumes, safety equipment, and props.)
- Routine hand washing by employees encouraged.
- Touch points cleaned/disinfected constantly during high usage.

COMMON ROOM BREAK AREA

- Disinfectant wipes/sanitizer available to guests at touch points.
- Restrooms disinfected daily and after peak times.
- Hand sanitizer station in 'break room'.
- Hand washing routines encouraged.
- Limit of 1 occupant in 'break room' to promote physical distancing.
- Breaks staggered when possible to reduce crowding.
- Sharable space for bags and belongings discontinued.

SECTION 4: REFERENCES

[Government of Canada Public Health COVID-19](#)

[British Columbia's Response to COVID-19](#)

[BC Centre for Disease Control COVID-19](#)

- [Cleaning and Disinfecting](#)
- [Hand Washing](#)
- [Physical Distancing](#)
- [Masks](#)
- [Event Planning](#)

[Worksafe BC COVID-19](#)

- [Performing Arts Protocols](#)
- [Arts & Culture Protocols](#)
- [What Should Employers Do?](#)
- [What Should Workers Do?](#)
- [Returning to Safe Operation - Phase 2 & 3](#)
- [Gatherings and Community Events](#)
- [Effective barriers](#)

[Acts safe Resources for the Arts COVID-19](#)

- [Industry Relaunch Framework](#)

[Fraser Health Authority COVID-19](#)

[Vancouver Coastal Health COVID-19](#)

- [Re: Operating a business in the Vancouver Coastal Health region during the COVID-19 pandemic](#)

SECTION 5: ADDITIONAL RESOURCES

[Canadian Mental Health Association - Stay Well in Uncertain Times](#)

[World Health Organization Rolling Covid-19 Updates](#)

- [WHO Key planning recommendations for Mass Gatherings](#)

[ESA Guide to Reopening Venues](#)

[Restaurants, Cafe's & Pubs Reopening Guide \(Worksafe BC\)](#)

[BC Hotel Association COVID-19](#)

[Small Business BC COVID-19](#)

[Healthlink BC COVID-19](#)