
Albany Civic Theater

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COVID-19 Protocols 2022/2023 Season

Sep 1, 2022

OVERVIEW

Live events were hit hard in our community during the pandemic and mid-Valley arts organizations began thinking about reopening in late spring and summer 2021. The Delta Variant hit in late summer 2021 and then Omicron in January 2022. The board of Albany Civic Theater worked diligently to provide specific guidance for reopening. We now find ourselves in a world where things are opening up; masking requirements were lifted by state and federal authorities, hospital numbers are stabilizing and we are moving into an endemic phase of COVID-19. Albany Civic Theater continues to put safety first while valuing the contributions of our volunteers and the participation of our patrons. ACT will continue to monitor and adjust to our environment to balance providing live theater with keeping our volunteers, patrons and their families safe.

As of September 1st, 2022, Masking and verification of vaccinations are not required for patrons or volunteers. Our production directors will continue to monitor the health of cast and crew and with the guidance of the board will follow current CDC recommendations to insure the success of their productions.

GUIDANCE FOR FRONT OF HOUSE STAFF AND PATRONS

1. AIR CIRCULATION- The primary means of transmitting coronavirus is our own aerosolized droplets, meaning the air we inhale when someone breathes, coughs, shouts, sings or sneezes near us. Therefore, the more the air around us is cumulative and being exchanged with fresh air, the fewer potentially infected droplets we will inhale from the people around us.
 - a. We will open facility doors to the extent consistent with venue security and comfort of patrons and volunteers.
 - b. Our HVAC technicians have inspected the ventilation and we are reassured it is working to maximize ventilation in the facility.
 - c. We may use fans to increase air movement.

2. FACE COVERINGS - Face coverings are the simplest, cheapest, most readily available means of substantially reducing the risk of transmitting coronavirus from one person to another, and everyone can contribute to their own health and safety. Currently, face coverings are recommended but not required at ACT.
 - a. All production and front of house staff are encouraged to wear correctly fitting and effective face coverings during an event.
 - b. All patrons are encouraged to wear properly fitting face coverings when not consuming food or beverages.

3. PHYSICAL DISTANCING - Encouraging physical distancing makes it less likely guests will encounter someone else's aerosolized droplets. This is a healthier situation even when there is no pandemic.
 - a. ACT will continue to encourage physical distancing of six feet in between persons of different household groups when it is feasible.

4. SIGNAGE for COMMITMENT TO SAFETY - Visible measures on entry (signage) reinforces that health and science are taken seriously at this venue.
 - a. We will provide signage at the entry points of our venue and in the lobby to remind patrons of their responsibilities in staying away if they are showing signs of COVID-19 or have been exposed to the disease within the last 10 days.
 - b. Signage will also encourage patrons to mask when not consuming food or beverages .

5. FOOD AND BEVERAGE - Exposure to aerosolized droplets is greatest when people are unmasked, such as when eating or drinking.
 - a. Currently Albany Civic Theater is offering pre-packaged food and drinks. Donations are encouraged to defray the cost of the food items. Our Hospitality and Volunteer managers will work together to determine the safety of food and beverage services going forward.

6. HEALTH IMPLEMENTATION - Currently the State of Oregon does not prohibit privately-operated venues from enforcing their own stringent requirements. To provide transparency to our patrons and volunteers we will explain our reasons for our house rules.
 - a. The board of Albany Civic Theater has reviewed COVID-19 guidelines and are providing this clear and concise written internal COVID-19 safety plan.
 - b. ACT will add the internal COVID-19 plan to our ACT Policies and Procedures.

7. TOUCHLESS EXPERIENCES - Surface contamination is far less of a source of transmission than aerosolized droplets. Handwashing is a healthy practice and prevents the spread of viruses.
 - a. We are providing hand sanitizer in the lobby that contains at least 60% alcohol.
 - b. We are encouraging all guests to pre-purchase tickets for events.

8. ROUTINE SURFACE CLEANING - Better cleaning is relatively cheap.
 - a. ACT has created a cleaning schedule and procedure for high touch surface and high traffic areas in our facility.

9. VACCINATION - Vaccination substantially prevents the risk of infection.
 - a. Signage will encourage vaccination as providing a high level of protection against COVID-19.

GUIDANCE FOR BACK OF HOUSE STAFF AND PERFORMERS

In addition to the preceding Front of House protocols, the following protocols apply to Back of House operations.

1. VACCINATION and ISOLATION- Vaccination substantially prevents the risk of infection.
 - a. All adult volunteers at Albany Civic Theater are encouraged to be fully vaccinated against COVID-19. ACT will not require proof of vaccination from any volunteer.
 - a. Any volunteer who has tested positive for COVID-19 within 5 days of entering the theater must fulfill all isolation requirements per CDC guidelines before reentering the venue. ACT will provide 1 rapid/antigen test weekly upon request of volunteers who have contracted or been exposed to COVID during the rehearsal and production run of the show they are working on.

Current CDC guidelines are located here:
<https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>

2. PHYSICAL DISTANCING - The need to prevent the risk of breathing in someone else's aerosolized droplets is an important part of keeping our volunteers safe.
 - a. There will be reduced capacity in backstage areas with limited air circulation such as dressing rooms, makeup area and the tech booth. Volunteers should attempt to social distance and stagger entrances and exits from each area to the extent possible.
 - b. Performers may consider applying makeup prior to arriving at the theater. The theater can provide personal makeup kits for this purpose.
 - c. ACT will consider staggering load in and call times.
 - d. When in pre-production ACT will communicate with all parties the venue's procedures

and expectations prior to arrival.

e. Performers should attempt to observe physical distancing when not on stage.

f. For performers on stage, production directors will position actors with physical distancing to the extent possible.

3. FACE COVERINGS - Vaccinated people can be asymptomatic carriers of COVID-19. Face coverings add an additional level of protection to volunteers and performers.
 - a. ACT currently recommends wearing masks by volunteers over the age of 5 to prevent threat of virus transmission. Each production director will make the decision of whether masks are mandatory based on current community levels. See this website <https://www.cdc.gov/coronavirus/2019-nCoV/index.html> for Linn county community Covid levels. Face coverings should cover the nose and mouth with no gaps.

 4. FOOD BACKSTAGE - Breathing someone else's air is a risk during this pandemic; sharing someone else's saliva is a risk all the time.
 - a. It is highly recommended to keep communal food and sharing of food at a minimum backstage.
 - b. It is highly recommended that performers and backstage personnel bring personal water bottles or ACT will provide bottled water for volunteers.
 - c. Physical distancing or stepping out on the deck is encouraged when eating personal food brought to the theater.

 5. HAIR, MAKEUP and WARDROBE - Physical distancing in these areas is often impossible, which puts a greater emphasis on avoiding airborne virus transmission and maintaining good sanitation practices.
 - a. See section 2. Regarding physical distancing and staggered arrival.

 6. BACKLINE - Every piece of equipment is a high-touch surface, so it should be cleaned and sanitized accordingly.
 - a. Performers and/or backstage personnel should clean any equipment such as a microphone or headset that may be handled by more than one person after each use. Ideally the microphone should be bagged and labeled with the name of the performer to whom it belongs.
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