

Business Name: Royal City Musical Productions Inc. ("RCMPI")

Date: January 16, 2023

Previous version: January 5, 2023

## **COVID-19 Protocols for RCMPI Productions**

The following are protocols that will be in place effective for *Cabaret* and until further notice. RCMPI reserves the right to make amendments to this policy at any time. Agreement to abide by the following protocols will be a condition of participation in a RCMPI production. Performers will be asked to agree as part of the audition process. Artistic team members will be asked to agree as part of their RCMPI contract.

### **Communication**

1. The RCMPI Board of Directors (the "Board") will monitor Ontario.ca and the Wellington-Dufferin-Guelph Public Health website for any updates to the current local public health recommendations.
2. The Board will maintain a current understanding of all relevant COVID-19 regulations and local by-law requirements.
3. The Board will update the Production Coordinator(s) (the "PC") of any relevant updates that impact current and future operations.
4. If changes in protocol are required, the PC will arrange communication of same to the production team (the "Team") and impacted company members.
5. RCMPI company members (the "Members") will be apprised of any relevant activities required to prevent the spread of COVID-19 in the rehearsal hall and theatre.
6. Members will be told not to come to rehearsals/performances if they are sick.
7. Members will be given information concerning the screening process that is required prior to entering the rehearsal hall/theatre.

### **Vaccination Status**

1. RCMPI will not require that Members nor the Team be vaccinated against COVID-19, however it is strongly encouraged.

### **Personal Protective Equipment ("PPE")**

1. Unless otherwise specified in this document, Members will not be required to wear a mask, but are strongly encouraged to do so.
2. When a mask is required, it must cover the mouth, nose and chin. It should be a tight-fitting, well-constructed mask.

## **Rehearsals**

1. Cast and Team members are encouraged to wear masks during rehearsals.
2. If there are any issues with safety protocol compliance within rehearsals, the Stage Manager will inform the PC as soon as reasonably practicable.
3. As an additional component of their Code of Conduct commitment, Members will agree to a rapid test 3 weeks before the first performance. Members will commit to avoiding high-risk activities (large gatherings, indoor public dining etc.) for those remaining 3 weeks so as to reduce the potential harm to the production of a positive case.
4. Cast and Team members will also be expected to adhere to any additional protocols required by the rehearsal or performance venue.

## **Potential Cases/Exposures - Response Protocols**

1. The information in this section pertains to all rehearsals and performances.
2. Members should notify the Stage Manager or PC of any COVID-19 symptoms or if they notice anyone else showing symptoms.
3. Members with COVID-19 symptoms may be asked to leave the rehearsal or performance. Such Members will be required to stay home until symptoms improve for at least 24 hours. They will be required to wear a mask upon return to rehearsal for at least 5 days and until symptoms are gone (and no fewer than 10 days from the onset of symptoms). They will also be asked to take regular rapid tests to verify their negative status during this period.
4. Cast and Team members are required to disclose a positive COVID-19 test result to the PC or Stage Manager as soon as possible. Such Members, as well as Members who reside in the same household, will be removed from the production and asked to refrain from attending rehearsal in person for five days and until 48 hours symptom-free.
5. The PC will inform the cast and Team members of any positive result so that they may take appropriate precautions. Cast and team members will be asked to get tested (by rapid test or other means) before resuming rehearsals. All rehearsal attendees will be required to wear a mask for 5 days following a positive case.
6. In the event of a positive case during the run, all remaining Members will be required to take a rapid test before being permitted into the venue and cleared to resume in-person activities.

## **Performances - Back of House**

1. Masks or face coverings will not be required on stage during performances or dress rehearsals.

2. It is recommended that cast and Team members leave via the stage door after performances, so as to discourage gathering and mingling inside the theatre or lobby.

### **Performances - Front of House**

1. The Board will ensure all social media platforms and the RCMPI website are kept up to date where there are changes that impact how the event will be operated.
2. All other Covid protocols pertaining to Front of House will be at the discretion of the performance venue.