

Covid-19 Protocols for Outdoor Performances: Audiences

As announced by the UK Government, from 17 May 2021 it is the intention for event organisers including theatre producers to begin staging events with the general public present, subject to the science and with safety measures in place.

In line with the advice from the Public Health England, Department for Digital, Culture, Media & Sport, Guildford Borough Council and Events Industry Forum, we have put in place the protective measures below. This is to minimise the risk to staff, artists and audiences who work at and attend our outdoor events by reducing the risk of infection and transmission of the coronavirus (COVID-19).

GSC will monitor all changes in advice from UK Government and amend these protocols accordingly.

<p>Travel</p>	<p>Ideally audiences should walk, cycle or use a private vehicle. If unable to avoid public transport patrons must wear a mask, sanitise hands after touching surfaces and maintain good social distancing.</p> <p>Off-peak travel times will be taken into account with regards to scheduling.</p> <p>Guildford Borough Car Parks to be used by patrons.</p>
<p>Attendance</p>	<p>Audiences are not permitted to attend if they, or a member of their family bubble, have experienced symptoms or if they know they have come in contact with someone with virus symptoms. If in doubt, individual is to contact GSC team and stay at home.</p> <p>The event will be ticketed (via email confirmations) and only patrons with a valid ticket will be allowed to attend.</p> <p>Telephone numbers and full contact details will be taken at the booking stage for the purposes of Test and Trace.</p> <p>Should there be any available empty seats, these may be sold 'on the door', using contactless payment and full contact details taken to aid Test and Trace.</p> <p>Any members of the public without a valid ticket (electronic only, no physical ticket will be issued) will be turned away and asked to leave.</p> <p>Audience details will be kept securely on file for 21 days to comply with Test and Trace protocols.</p>

	<p>These measures will be communicated to audiences at the time of booking, and re-iterated on their booking confirmation.</p>
Arrival – at performance site	<p>Audiences instructed at time of booking not to arrive more than 30 minutes before their scheduled performance.</p> <p>If this happens, they will be asked to go away and come back.</p> <p>Designated Front of House area will be made clear to audiences at the time of booking.</p> <p>2m markers will be installed to help with queuing.</p> <p>Upon arrival patrons are asked to give their name and the Front of House (FOH) Manager will check this off their printed list.</p> <p>Further safety instructions will be given as necessary, and a steward will show patrons to their seats.</p> <p>Picnicking will not be allowed in the designated auditorium/performance/front of house area.</p> <p>Front of House Manager to ask if patron or anyone in their household have symptoms. If so, that patron will be turned away. A record of responses will be kept for 21 days.</p> <p>FOH Manager and stewards will have masks or face shields.</p> <p>Hand sanitiser will be made available.</p> <p>Signage requesting that “GSC expects patrons will take responsibility for their own and others’ welfare and abide by social distancing” will be displayed during the event.</p>
Seating	<p>The event will be all-seated with no standing allowed.</p> <p>Seating will be laid out according to best practice social distancing guidelines.</p> <p>Stewards to clean seats after matinee performances.</p> <p>Audiences cannot bring their own seating.</p>
Movement around venue	<p>There will be one route across the venue, where possible, with signage directing audiences.</p>

	<p>Where paths narrow or steps/staircases occur, signs will request patrons to walk single-file and keep 2m apart.</p> <p>Children to be supervised by their parents/guardians/carers at all times.</p>
Social distancing	<p>Signage made to remind audiences to retain 2m social distancing, outside of their family/bubble unit at all times.</p> <p>Stage action to take place at least 2m from audience.</p>
Prevention of larger groups gathering	<p>Entry to the seating will be by ticket only; with names checked off upon arrival.</p> <p>Venue stewards to be notified of audience capacity.</p> <p>Areas will be roped or marked off from the general public and anyone entering the grounds during a performance will be told by a steward that there is a private performance happening and will be asked to leave the area.</p>
Tissues & their disposal	<p>Audiences to bring their own disposable tissues. Dispose of all used tissues in the public litter bins provided.</p>
Toilets	<p>Portable toilets will be made available onsite for all audience members, with suitable signage and queuing instructions.</p> <p>A separate toilet will be in place for artists.</p> <p>Hand sanitiser will be available in every toilet and facilities will be sprayed with disinfectant before each performance.</p>
Personal effects, food etc.	<p>Audiences advised in advance not do not bring anything they do not need to the performance site.</p> <p>There will be no provision made for picnics, and audiences will be told not to bring picnics to the site.</p> <p>There will be a limited bar for sale of alcohol or other refreshments by GSC. Audiences will pre-order and contactless payment will be taken.</p>
Isolation for any patron displaying possible symptoms	<p>If, during the performance, any patron experiences symptoms of the virus (persistent cough and/or high temperature, loss of taste/smell) they will tell a venue steward immediately.</p>

	<p>They will leave the venue, and go straight home, requesting a COVID-19 test. Should that prove positive, they will commence 10-day isolation and follow all guidance from their GP/NHS.</p> <p>The must also inform GSC of this positive result. GSC will then consult relevant up to date guidelines with regards to notifying other audience members and requirements for NHS Test and Trace.</p>
Cleaning	Seating will be cleaned by stewards after matinee performances, using alcohol-based detergents and wearing appropriate PPE.
First Aid	There will always be a first aider on site. Training on updated COVID-19 First Aid information will be provided.
Safeguarding	A designated member of staff will be responsible for safeguarding. Please read our safeguarding policy. Refresh training on child protection and new issues arising from C19 will be provided.
End of performance procedures	<p>Audiences to leave one family/bubble group at a time from the venue, which will allow them to exit the site whilst maintaining good social distance and avoid a bottle neck.</p> <p>Venue exit will be clearly signposted.</p> <p>Stewards to orchestrate audience exit.</p>
Evacuation	Stewards will be made aware of evacuation procedure and muster point for each venue.
Further questions and honing procedures	Please email Matt Pinches or Sarah Gobran, info@guildford-shakespeare-company.co.uk if you have any questions or changes you feel we can make.

Many thanks for your understanding and cooperation.

We will review our protocols document weekly, in line with up-to-date Public Health England, DCMS and Guildford Borough Council guidelines.

We will inform audiences, staff and artists of any changes.

Updated **14 April 2021**

Matt Pinches, Producer & GSC Co-Founder.