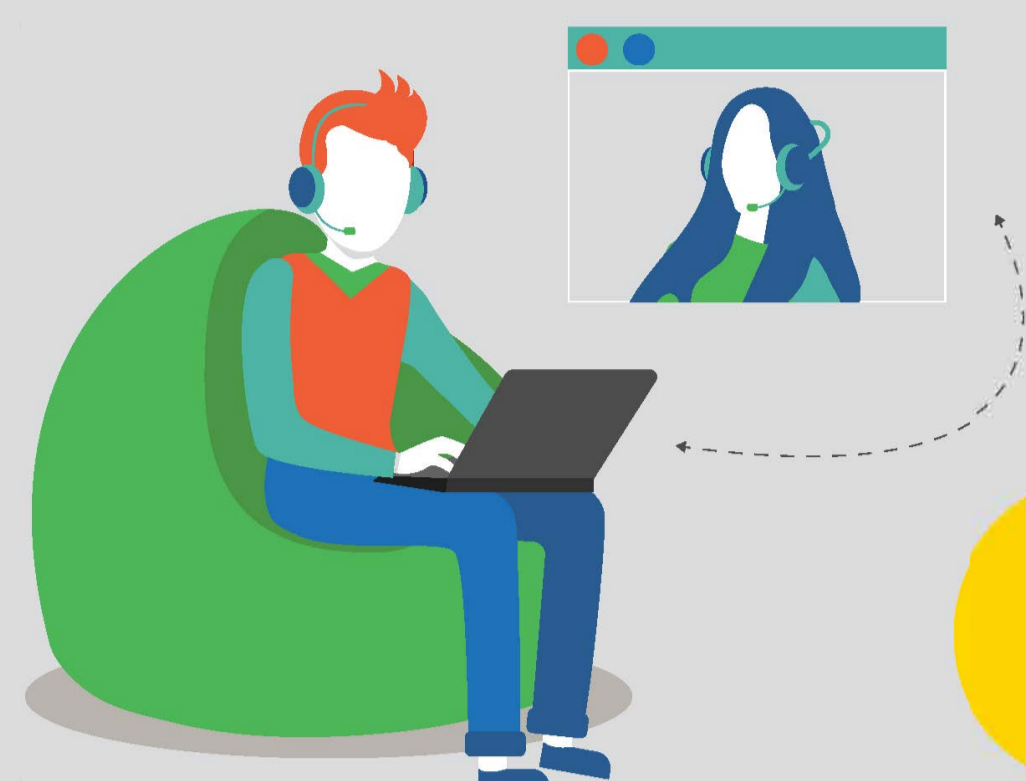


Production - What You Need to Know



WELCOME TO THE NEW NORMAL



COVID-19 HAS CHANGED THE WAY WE WORK INCLUDING IN TV AND FILM PRODUCTION. WHEN THE CAMERAS START ROLLING AGAIN, THINGS ARE GOING TO BE VERY DIFFERENT. THIS IS WHAT YOU NEED TO KNOW.

2

As much as possible should be done remotely: scripting, planning, casting and even reces might be done from home over the internet.



1

Each production must do a risk assessment and let everyone know what measures they are putting in place to keep people safe and prevent the transmission of the virus.

3

You should travel to work in the safest way you can. Drive, bike, cycle or walk if you can. If you have to use public transport your production should try and arrange things so you can avoid peak times. When travelling try and stay socially distant and wear a face covering.



4

You should not go to work if you have any symptoms – a high temperature, new continuous cough or loss or change to your sense of taste and smell - or if anyone in your household has symptoms. You may be asked to make a declaration to that effect and you may have your temperature checked. If you feel unwell while you're at work, you must tell your manager and expect to go home.



5

There is increasing evidence that a high risk of infection is created in enclosed spaces with poor ventilation. Whenever possible ensure there is a good through draft of fresh air wherever you're working and avoid being in crowded, stuffy spaces for prolonged periods.

6

There should be plenty of hand washing facilities and hand sanitisers provided. Wash your hands for 20 seconds with soap and water or use sanitiser frequently, and particularly after handling equipment or touching surfaces. Try not to touch your face.



7

Your production should make sure your workspaces are regularly cleaned, but everyone should play their part in wiping down equipment and other objects frequently using normal cleaning products. Personal equipment like radios and mics should be cleaned regularly and not shared.



8

You should keep 2m apart from other people as much as possible. One way systems and floor markings should be used to help and work should be organised so that as few people as possible are in one place at a time.

This applies to craft and catering areas, trucks and transport. Avoid creating crowded, unventilated spaces with people talking to each other for long periods.

9

If you need to do something where you can't stay 2m apart, you should do it with as few of you as you can, as quickly as you can (ideally less than 15mins) and where possible avoid working face to face. You should wear a face covering and some PPE may be recommended for some tasks such as costume and make-up.



Some special arrangements involving virus testing and isolation may be used to enable on screen action where close working is essential to the production.

10

Dealing with this virus at work will add a lot of stress and tension to an already stressful job. Make sure you look after your mental health and wellbeing and look out for your colleagues. Your production should factor in additional time and resources to manage the additional workload.

11

You may have an H&S Adviser or COVID-19 Coordinator on set. Their role is to advise the production about the measures they need to put in place and to monitor those arrangements and help deal with unexpected issues.

The responsibility for health and safety rests with the production management but also with everyone involved as everyone has a duty in law to follow the guidance given and use any equipment provided.

It's important that everyone plays their part!



For more detailed information please contact us about our **COVID-19 Production Manual- 'The Yellow Book'**

[PRODUCTION MANUAL](#)

Or sign up for our **COVID-19 Zoom training course**

[ZOOM TRAINING COURSE](#)

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