

## UPDATED Safe Working Guide for managing an audience during Covid-19 pandemic

Guidance taken from DCMS guide (13 Aug 2020 update) - Working safely during coronavirus (COVID-19) found [HERE](#) (section 3.3 and 3.4)

The steps below reference the DCMS guidance steps, where they do not apply those steps have been omitted from this guide.

Check for latest updates before carrying out an activity.

**Objective: To maintain social distancing wherever possible in performing arts environments.**

Overview:

As a Charitable business Theatre Alibi is allowed to create an event for over 30 people provided that:

- COVID-19 Secure guidelines detailed below are followed, and in doing so Theatre Alibi ensures social distancing is adhered to
- Reasonable steps are taken to mitigate the risk of transmission, in line with COVID-19 Secure guidance.
- A risk assessment is completed that includes the ability to manage audience behaviour to maintain social distancing
- Theatre Alibi ensures that individual groups do not interact with anyone outside of their group while they are attending the event - so remain socially distanced and in a group no larger than two households or six people if outdoors.
- Theatre Alibi will take additional steps to ensure the safety of their audience and prevent a large gathering.

Considering the cumulative impact of many venues re-opening in a small area.

- Theatre Alibi will work Exeter City Council to assess this risk
- It is currently thought this risk to be low for the current planned events. For other future events Theatre Alibi will apply additional mitigations if needed. These could include:
  - Further lowering capacity if it is not safe for audience to travel or enter that venue at the planned time of the event
  - Staggering entry times and taking steps to avoid queues building up
  - Arranging one-way travel routes where needed

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- Advising audience to avoid particular forms of transport or routes and to avoid crowded areas when in transit to the venue.

#### Other considerations:

- Theatre Alibi will ensure that steps are taken to avoid audiences needing to raise their voices to each other, such as refraining from activity that encourages shouting, chanting or singing along, and the playing of music before and after the event, at a volume that makes normal conversation difficult. This is because of the potential for increased risk of transmission - particularly from aerosol and droplet transmission. Theatre Alibi will keep up to date with any further guidance on this that is realised as a result of scientific evidence.
- Theatre Alibi will take steps to prevent other close contact activities - such as communal dancing in audiences. This is important to mitigate the risks of droplets and aerosol transmission. Theatre Alibi will keep up to date with any further guidance on this that is realised as a result of scientific evidence.

#### Audiences Outdoors

Theatre Alibi will give particular consideration to:

- The guidance on delivering outdoor events, particularly where such performances are not typical. This guidance from the Events Industry Forum (23<sup>rd</sup> July 2020 section 4) is found [HERE](#) and is included in the considerations below.
- Ingress and egress management, including looking at pinch points for audience movement on any routes they are asked to take, providing hand sanitising products when audience are asked to attend an area outside of their home, and car parking when used (car parking will be limited to disabled and less able bodied patrons).
- Consulting with the relevant authorities and seeking specialist advice to best evaluate impact and developing mitigating strategies.
- Managing family groups, who will remain closer than the required social distance but who, in doing so, may encourage others to cluster in a similar manner. Communication is key to this. Theatre Alibi will make attendees aware of and encourage compliance with, limits on gatherings at booking and on arrival and throughout the course of, and at the end of each event.
- Where items are offered for customer use, so for example a folding seat, this should be done only where they can be collected from an appropriate distance and with hygiene measures in place (for

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example, through the availability of hand sanitiser). Such items should be thoroughly cleaned before each individual use.

- Planning car parking to allow sufficient spacing for the social distancing of occupants. Theatre Alibi will only offer car parking to disabled and less abled bodied patrons to assist with this.
- People with symptoms of COVID-19, or who have been advised to self-isolate following contact with someone with symptoms of COVID-19, will be asked not to attend. On arrival, those checking tickets should ask attendees if they – or any member of their family – are suffering symptoms associated with COVID-19. Consideration should be given to providing advice on what people should do if they become unwell during the event. This could be done by sending an advance email or through an announcement before the event. Those with symptoms should be sent home and asked to request a COVID-19 test through the NHS Test and Trace service.
- The expected interactions among participants occurring during the event and implementing sufficient controls to ensure social distancing is maintained, such as communication before and at the event and the use of stewards. Physical tickets will not be needed and audience members can make themselves known through name. Throughout the event Company members should encourage those attending to maintain the basic rules of social distancing, particularly around potential pinch points. Attendees who are accompanied by children should be reminded that they are responsible for supervising them at all times and should follow social distancing guidelines.
- Discouraging or avoiding activities that are likely to encourage audience behaviours such as crowding, clustering, communal dancing and physical contact outside of household groups or support bubbles, which will increase transmission risk. Theatre Alibi will carefully consider likely audience behaviours when planning the event.

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