

THE **TRAVELLING STAGE**

EXCELLENCE IN ARTS EDUCATION

REOPENING PLAN: STAGE 3

Travelling Stage Safety Protocol and Guidelines for Fall Production Program 2020

The Travelling Stage has created the following safety plan based on the directives and guidelines from the Ministry of Health.

This plan is the result of several hours of conversations with the health inspectors. We are doing this so that we can move forward with our programming in the absolute safest way possible.

Should restrictions ease or increase between now and September, we will adjust our plan accordingly (and keep you updated immediately of any changes).

ENTERING THE FACILITY

- Each class, students will digitally submit a symptoms screening (a URL will be provided).
- If a student is experiencing a fever or other symptoms, they are not permitted to enter the facility.
- Socially distanced sign in will happen OUTSIDE the class space. No adults will be allowed to enter the classroom space.
- During inclement weather, students should wait in their vehicles until a Travelling Stage team member is seen opening the door.
- All students should enter wearing a mask and should keep the mask on at all times (unless we have moved outside for instruction or they are taking a snack/drink break).
- We will not ask anyone to manually sign in. A Travelling Stage representative will take care of all sign in and sign out on your behalf.
- Students will be asked to use hand sanitizer or wash their hands immediately upon entering the space (parent choice). You are welcome to send children with hand sanitizer from home if you wish.
- An illustration of how to wash hands properly will be taped on the wall of the washroom.

CLEANING

- The Travelling Stage team will follow strict cleaning procedures and will be required to frequently wipe down and disinfect all shared and high-touch surfaces, including doorknobs, light switches, taps and railings during class.
- All instructional and rehearsal spaces will be cleaned and disinfected before and after classes. Hand sanitizer will be placed around the spaces and use will be encouraged.
- There will be no shared towels of any kind in the washroom.

THE SPACE

- The Travelling Stage will be renting extra space weekly to accommodate the spacing of students each week. Our programming will still be held in Whitby.

DURING CLASS

- At this time, we are asking that **all children wear a mask for class**, unless we are working outside. This has been advised by the Durham Region of Health (schools are currently exempt). Should the health department change their stance on this, we will let you know and remove masks during class.
- Further to the above, if there is an underlying health issue or any other reason your child cannot wear a mask, we will be happy to discuss this with you in private on a case by case basis.
- We will be using highly visible markers for performers to see how far apart they need to be during class.
- There will be no sharing of any kind during class, including snacks or water bottles.
- Regular hand washing will be monitored.
- Only one child will be allowed in the washroom at a time.
- Sickness of any kind will result in an immediate call to a parent.
- We will encourage participants to physical distance.
- We will start with the small group and individual class material to help with the physical distancing.
- If your child is in the same social bubble (sibling, close friend) as another participant, we are allowed to remove any social distancing measures for those children. IE: They do not have to physical distance.

THE CREATIVE PROCESS

- This will be new for all of us, but I see it as a great creative challenge!

- Blocking will be physically distanced. Choreography will be physically distanced.
- Vocal instruction will be led very careful with safety measures (see below).
- We will address set, props and costuming further into the program. All creative and technical aspects of the final presentation will be employed according to the advice of the health department.

GROUP SIZE

- Based on our conversations with the health department, we will work in cohorts of no more than 15 (including teachers).
- Each group will be physically distanced.
- In order to teach material effectively, the adult teachers will rotate throughout the groups washing their hands thoroughly in between. The children will not rotate. The adults will wear a mask to teach at all times.
- For outdoor programming, cohorts will stay the same.
- Should restrictions ease or change, we will adjust our group sizes and plan accordingly. We will change the groupings weekly so that we can cover all necessary material.

SYNCHRONOUS LEARNING ONLINE OPTION

- For anyone uncomfortable with in person attendance, there is an option to do the entire program virtually through synchronous learning.
- Virtual participants would sign on via zoom.
- Virtual learners would be expected to fully participate in the material each class, with our creative team speaking to and involving them as if they were physically in the space.

TEACHING VOCAL MUSIC

- According to the Ministry of Health, singing may result in greater dispersion of droplets. For this reason, vocal instruction will be taught outdoors with physical distancing.
- All students will be facing the same direction for instruction.
- When outdoor vocal instruction is no longer possible due to weather, we will be using plexiglass or another impermeable barrier for indoor instruction.
- Cohorts will remain at 15 for outdoor programming. This includes the vocal instructor.
- For anyone uncomfortable with vocal instruction in person, you do have the option to learn from home those days through synchronous learning via zoom. Virtual

learners would be expected to fully participate in the material each class, with our creative team speaking to and involving them as if they were physically in the space.

SIGN OUT

- Parents are not permitted to enter the facility and are encouraged to discuss any person matters via phone or video conferencing – both of which will be available in between classes.
- Sign out will happen exactly the same as sign in, with parents being asked to stay outside the classroom space until class ends. Students will be released one by one.

BACK UP PLAN

- In the event we encounter a second wave of COVID-19, our community production program will continue virtually. The Travelling Stage has successfully pivoted our regular in school programming to online and we currently teach 20 classes per week in an engaging and interactive way. Should this be necessary, we feel confident we can continue to provide excellence in programming. No refunds or discounts will be provided (unless the student is unable to continue due to medical reasons). Any change to virtual programming will also include additional vocal and acting bonus classes at no extra cost.
- This will only happen if the government instructs us to do so.

SUPPORT

- Our children have been physically disconnected from other children for the past several months. We understand the anxiety that might come up in having us run a program with these kinds of restrictions. Our goal is to focus on the creative connection and collaboration of doing a program in this way. We plan to highlight the solutions as opposed to the challenges of running the program in an effort to keep things joyful and fun.

COMMUNICATION

- I will personally communicate with families if there are changes of any kind. We will work with the guidelines set forth by the Ministry of Health and the Durham Region Health Inspectors in an effort to keep everyone healthy.

We look forward to setting up and maintaining a safe space to allow your child to participate. Theatre is meant to be a collaboration of creativity and energy. I would rather us creatively block the show and teach the material than not run the program. I feel fully confident that I can lead an experience that might not be the norm, but will be memorable, enjoyable, inspiring and educational. As stated about, we'll make adjustments to this as instructed by the evolving directives of the Ministry of Health. If you have any concerns or further ideas, I am always open. I can be reached directly at 416-317-8950 or director@travellingstage.com.