



## COVID-19 PROTOCOL

The following rules and procedures are intended to limit the probability of transmission of the novel coronavirus, COVID-19. This protocol must be adhered to at all times by all staff and contracted workers (collectively, “Employees”), and volunteers. Failure to do so may result in dismissal. These are subject to change based on current guidelines and regulations set by the CDC, Federal Government, and the State of Michigan. In the case that Federal or State regulations do not match the rules set forth in this document, the more stringent regulation will apply.

All employees, volunteers, and patrons are required to wear a mask when inside the building regardless of vaccination status.

Vaccinated performers may remove their masks while on stage beginning in Tech Week. Masks must be worn while offstage, in the wings, greenroom, lobby, or other public or shared spaces in the building.

Unvaccinated or partially vaccinated employees and volunteers *must* wear a mask or cloth face covering at all times.

There should be frequent hand washing and use of available sanitizer by all employees & volunteers.

Indoor capacity & gathering limits will be informed by state regulations. As of 6.22.21 all capacity and gathering restrictions set by the state have been rescinded.

100% audience capacity is allowed.

Any person experiencing any of the following symptoms of COVID-19 should not come to the theatre under any circumstances. Additionally, any *unvaccinated* person experiencing any of the following symptoms of COVID -19 or having been in contact within 14 days with anyone diagnosed with COVID-19 or experiencing any of the following symptoms should not come to the theatre under any circumstances.

- Fever/chills
- Fatigue
- Shortness of breath
- Chest tightness
- Sore Throat
- Dry cough
- Muscle/body aches
- Headache
- Sudden loss of taste or smell
- Vomiting/diarrhea
- New discoloration (red/blue) of fingers or toes

The appropriate manager should be notified in advance of the absence.

Any *fully vaccinated* person who has had close contact (within 6 feet for at least 15 cumulative minutes within a 24 hour period) with someone with COVID-19 and shows no symptoms of COVID-19 and has not produced a positive COVID-19 test does not need to quarantine.

*Fully vaccinated and asymptomatic* close contacts must wear a mask indoors for 14 days following exposure or until a negative test result is produced.

*Fully vaccinated and asymptomatic* persons must get tested 3-5 days (the standard incubation period) after close contact with someone with suspected or confirmed COVID-19.

Any *fully vaccinated* close contact experiencing any of the above COVID-19 symptoms must isolate and get tested immediately.

Should any employee or volunteer be diagnosed with COVID-19 the procedure below will be followed:

1. Employee or volunteer will immediately self-quarantine for no less than 10 days since symptoms first appeared.
2. Employee or volunteer will inform the Managing Director of all other employees and volunteers with whom they had close contact over the 14 days immediately preceding the positive test.
3. The Managing Director will then inform all contacts in an appropriately discreet manner.
4. Any contacts will follow above protocol based on their vaccination status.
5. Under no circumstances will an employee or volunteer be expected to return to work or rehearsal until after they are able to produce a negative test **and** after completing at least 10 days of quarantine following symptom onset **and** going 24 hours without a fever without the use of fever reducers **and** other symptoms (with the exception of loss of taste/smell) of COVID-19 are improving.
6. Any production in process may be postponed or cancelled upon the sole discretion of the Managing Director.

There will be no tolerance for attending work or rehearsal when sick with any type or severity of illness.

At any point, the lowest level of risk tolerance among the group of employees or volunteers present will become the limit by which all protocols are measured.

***These rules are non-negotiable and Pit & Balcony has a no-tolerance policy for non-compliance. Should any additions, deletions, or changes be made to any of the rules above, all employees & volunteers will be notified in a swift and appropriate manner.***

#### Additional Recommendations

It is recommended that all employees & volunteers receive the COVID-19 vaccine and booster as soon as they are able.

It is recommended that all employees & volunteers regularly get tested for COVID-19 to account for the possibility they are an asymptomatic carrier.

It is recommended that all unvaccinated employees & volunteers avoid large social gatherings including patronizing indoor bars and restaurants.

It is recommended that all employees & volunteers wear masks or face coverings at all times they are in public regardless of their vaccination status.

It is recommended that all employees & volunteers receive the flu vaccine.

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