

Gateway Theatre

Public Health Safety Procedures for COVID-19

Policies and Procedures for Academy classes

Last updated: 10 May, 2022

Introduction and Scope

The physical health and safety of our Academy students continues to be of the utmost importance to us at the same time as their emotional, mental and social health through training in theatre arts.

The following are the safety procedures relating to COVID-19 prevention for Academy students and their families while the students are attending Academy classes at Gateway Theatre. The situation is and will continue to be fluid and, as a result, procedures may evolve over time.

Before attending classes at Gateway Academy, parents/guardians will have reviewed this document, signed and submitted a Consent and Authorisation form, and answered self-assessment questions of their child/youth at home. They must take responsibility towards best supporting their child's/youth's good health as well as mindfulness of others. An orientation for Academy parents/guardians and students will take place at the start of the first of every Academy class/camp with Education staff and instructors. Updates to this document will be provided as needed.

Arrival and Departure Procedures

Each day before students attend their class, students ages 7-13 must assess with their parents/guardians to determine whether it is a health risk to attend class that day; students 14+ may self-assess before they attend.

Arrival:

Upon entering, students are required to immediately wash their hands in the bathroom before settling in to the class.

Departure:

Before leaving for the day, all students are required to again practice proper hand hygiene.

Assessment Procedure

Self-assessment at Home

Each day before students attend Academy classes, parents/guardians must assess students ages 7-13 to determine whether it is a health risk to attend class that day. Students 14+ may self-assess before arrival.

1. Symptoms to assess, new or worsening:
 - Fever higher than 37°C, or chills
 - Cough
 - Loss of sense of smell or taste
 - Difficulty breathing and/or shortness of breath
 - Sore throat
 - Loss of appetite
 - Runny nose and/or sneezing
 - Extreme fatigue or tiredness
 - Headache
 - Body aches
 - Nausea or vomiting
 - Diarrhea

2. Are you or is anyone in your household a confirmed contact of a person confirmed to have COVID-19?

If "YES" is answered to any of the questions, and the symptoms are not related to a pre-existing condition (e.g. allergies), the child should NOT attend their Academy class. The parent/guardian should call the **Instructors' Line: 778.838.3745** to inform the instructor of the child's absence.

Vaccination

Academy Instructors and Accompanists must be double vaccinated. If they are eligible, we encourage Academy students also to be double vaccinated.

Action Steps in Case of Symptoms of Illness

At the first sign of public (student) illness while at an Academy program, the following protocols will be followed:

- All students will sanitise their hands; non-medical masks will be provided for them to use. All students will maintain physical distance from each other and the instructor, as per protocol for Academy classes.
- Education Manager will be notified.
- Parents/guardians for each student will be phoned immediately so that they can be picked up as soon as possible.
- In the unlikely event that a student is severely ill (e.g., difficulty breathing, chest pain), 911 will be called.
- The classroom will be sanitised by Gateway staff before another class is scheduled.

Equipment Use & Cleaning

All spaces used by Gateway Academy will be cleaned daily, including wiping down of high-touch areas (such as doorknobs, light switches etc), thorough sanitation of bathrooms, along with usual cleaning procedures, and any time an object or area becomes visibly dirty.

Whenever possible, hand-held equipment used by the students will be cleaned once class has finished for the day. In the unforeseen occasion that a piece of equipment is used by more than one student in a day it will be cleaned thoroughly between users.

Masks

Masks continue to be required in Gateway Theatre for all adults, as well as all Academy students, with the exception of those who have health issues that prevent them from wearing a mask.

Personal Hygiene

Students must clean their hands upon arrival and before departure, and as needed during the class. A sanitising station will be available in the room for student use, in addition to the washrooms. Touching one's face is discouraged. Students must arrive with long hair held back off the face (e.g. with hair elastic,

hair clip). C-level and Summer camp students must clean their hands before and after eating lunch and / or snacks.

Visitors & Occupancy Limits

Guests are welcome to join our classes for our class-end and camp-end Open Studios and/or presentations with the following protocols in place:

- Guests will enter via a separate entrance from the students
- The number of guests may be limited to reflect room capacity of the studio
- Each guest 12+ years of age must show proof of vaccination to enter Gateway Theatre; QR codes will be screened at the door. Each guest 18+ years of age must also show ID
- Guests must wear masks while indoors at all times
- Upon entry, guests must sanitise their hands
- Guests will join the class and remain physically distanced from anyone outside their household at all times as best as possible

Items Brought from Home

Each student will be provided with an individual space to place their belongings each day while in class. This space will not be shared by anyone else.

Students are permitted to bring the following items to class, as requested by the Academy:

- Personal binder and notepaper
- Pencil, eraser (in a pencil case if preferred)
- Water bottle
- Warmer layer of clothing (e.g. sweater)
- Lunch / snacks for summer camp and / or C-level students

Students are not permitted to share any personal items or food with one another.

Students are asked not to bring anything into the classroom that is not listed above, unless with special permission by the Instructor or Gateway staff.