

# **Hamburg Strand Theater COVID Safety Plan**

Tentative re-opening date: November 28

Persons responsible for implementing this reopening plan: Bethany Sholl, Stephanie Adams, AKA "the staff"

## Employees and volunteers

- All staff and volunteers of the Hamburg Strand Theater will follow the CDC guidelines for safely reopening
- All staff and volunteers will be given a copy of this plan and will be asked to sign that they have read and acknowledge it
- The staff shall not come to work if they exhibit any signs of COVID or if they have a fever
- All staff and volunteers will be screened for any signs of COVID and a fever
- The staff is responsible for procuring all necessary supplies to implement a safe reopening and continuation of the theater
- The staff is responsible to ensure there are enough staff/volunteers on site to implement the guidelines in this plan
- A designated staff member shall be on duty at all times to monitor all procedures
- The staff shall be responsible for staying up-to-date on changes to requirements and new information as issued by local, state and federal authorities
- The staff shall address any questions/concerns by patrons in a timely matter and if deemed necessary, relay any information to the Executive Director and/or the Board of Directors of Our Town Foundation
- If at any time a staff member, volunteer, or a patron is diagnosed with COVID 19, the Department of Health shall be called immediately

## Ticket sales/seating

- Patrons who are COVID-19 positive or have been exposed to a person with COVID 19 within the past 14 days are prohibited from entering the building.
- Pre-show ticket sales will be available through Event Brite and people will be encouraged to purchase their tickets ahead of time to ensure there is enough seating in the auditorium
- Day of tickets will be purchased at the outdoor ticket window to avoid lobby/concession area congestion
- Patrons will not be required to sign for their credit card purchases
- A maximum number of people will be allowed in the theater as per CDC and PA State guidelines
  - Groups arriving together may sit together
  - Patrons shall be separated by rows and seats.
  - A minimum of three empty seats between families in each row OR one row apart and two empty seats apart.
  - Rows may be roped off to prevent people from sitting in those rows

### Exiting the theater

- All front doors will be open to exit the theater
- When exiting the theater patrons shall exit row by row allowing the rows in the rear of the theater to exit first. Patrons shall practice social distancing while exiting their seats

### Cleaning/Sanitization

- The theater seats will be cleaned/sanitized after each use using a peroxide based cleaner certified to kill viruses, but safe to use on cloth seats
- The restrooms, ticketing area (including credit card machines), all entrances and exits, and the concession area (including all waste receptacles) will all be sanitized using a proper mixture of Clorox/water after each use (1/3 cup Clorox to 1 gallon of water)
- Disinfectant wipes will be available for patrons at the entrance to the auditorium. The wipes must be ones that will not ruin our seats. Ones with Vital Oxide should be used if we are using that disinfectant on the seats. A sign shall be placed stating that patrons should not use their own wipes because it could damage our seats.
- Hand sanitizing stations will be in the lobby

### Masks/face coverings

- Staff and volunteers will be required to wear masks or face coverings over their nose and mouth at all times.
- Patrons shall wear masks/face coverings while entering/exiting the building and in common areas such as the concession area. They may be removed once they are in their seats.
  - If a patron arrives not wearing a face covering, we will offer one to that individual.
  - If a patron states he is not wearing a mask due to a health condition, no questions shall be asked. We must be mindful of customer's privacy

### Additional safety procedures

- Social distancing will be required and markings will be placed on the floor to establish 6 ft. distances
- A plexiglass panel or other type of shield will be erected at the concession area and any other area where customers interact with staff
- There will be one person handling the monetary transactions for concessions and another person distributing the concessions
- Healthy hygiene practices such as hand washing every hour will be implemented
- Posters will be hung in accordance with the CDC in the ticketing area, lobby/concession area, and restrooms
- No-touch waste receptacles will be provided in the rear of the auditorium

**These guidelines are subject to change as the guidelines and recommendations from the Governor and CDC are updated.**