

Blue Hill Troupe, Ltd

COVID-19 Safety Policies and Protocols

Updated: October 19, 2022

BLUE HILL TROUPE, LTD

The Blue Hill Troupe brings high-quality theater performances to New York City audiences while raising money for New York City charities. The Troupe has i over nine million dollars (adjusted for inflation) for its charity partners since its founding in 1924.

The Troupe is an all volunteer organization. Except for a leased 3,400+ square foot, well ventilated workspace located in Industry City, Brooklyn, NY, the Troupe has no other physical presence. The Troupe leases theatre and rehearsal spaces as necessary. It shall be the Troupe's policy to follow the safety policies and protocols of the CDC, New York City, and New York State, of the leased theatres, of the leased rehearsal spaces, in addition to those laid out in this document. The more conservative policies and protocols shall be followed.

BHT COVID-19 SAFETY SUPERVISOR

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UPDATED BHT SAFETY PROTOCOLS DATED: October 18, 2022

Please remember that the COVID-19 virus in its various forms is still very much in our environment. As a community, we have navigated our way to resume as much of our activities as possible. To do so, we will continue to keep the necessary protocols in place in order to ensure the health of our community.

We are maintaining the following baseline protocols:

1. Vaccination: All members will be asked to have at least one booster to participate in **any** in person event (including committee meetings - leaders are expected to ensure this requirement is met). If you have not done so already,

please send proof of booster vaccination and a copy of a government issued photo ID to COVID@bht.org.

2. If you experienced any cold or flu-like symptoms (**even mild ones**), please stay home and take a COVID test. If you do test positive, please isolate yourself for 5 days or until you are no longer experiencing symptoms; then continue to wear a mask for the next 10 days.

Updated protocols for the next few months:

The Addams Family

1. All Troupe participants will need to **provide proof of booster/government issued photo ID** if not already provided and noted in the Troupe's database.
2. Mask optional during rehearsals/worksessions.
3. Cast and Crew will be required to get the new bivalent vaccine that targets two versions of the coronavirus: the original strain, and the Omicron sub-variants BA.4 and BA.5 at least two weeks before moving into St. Jeans or as soon as is possible.

NOTE:

- a) if you have tested positive for COVID, you have a 90-day window, during which the bivalent vaccine requirement will not apply. Or
- b) if your physician has provided you with an exemption, the bivalent vaccine requirement will not apply.

4. While regular testing will not be required; if you exhibit even the mildest symptoms please take a COVID test immediately.

4. In theater requirements: Audience members **will not be required to provide proof of vaccination**; however, we will encourage them to do so. All audience members will be asked to wear masks whilst in the theater.

CONCERTS REHEARSALS

1. All participants will need to **provide proof of booster/government issued photo ID** if not already provided and noted in the Troupe's database.
2. Mask optional during rehearsals.

NOTIFICATION:

Most importantly, please notify COVID@bht.org if you or someone you know who has participated in any of these activities has tested positive for COVID.

SAFETY POLICIES AND PROTOCOLS

a. Member Events/Meetings

1. Members must be fully vaccinated to attend in-person events. "Fully vaccinated" shall mean having received a booster shot, which means two or three doses, depending on the vaccine, plus two weeks after the date of the booster vaccine. Proof of vaccination plus government issued photo I.D. ("I.D.") shall be presented.
2. Safety protocol signs will be posted and enforced at the entrance and in entrances and exits to and around the event space.
3. Hand sanitizer stations will be located at all entrances to the space.
4. Disposable masks will be made available.

b. Productions/Concerts

i. *Participants*

1. Members, Professional Resources, and Patrons must be fully vaccinated to participate in **any** aspect of a production or concert. "Fully vaccinated" shall mean having received a booster shot, which means two or three doses, depending on the vaccine, plus two weeks after the date of the booster vaccine. I.D. will accompany proof of vaccination.

2. Members and Professional Resources: proof of vaccination with I.D. will be required and noted in a database by a designated staff member.

ii. *Auditions*

1. Safety protocols will be posted at the entrance and in the waiting room.
2. All participants (including residents of apartment being used for auditions) will be required to provide proof of vaccination accompanied by a government issued photo I.D.
3. Auditions will be scheduled so that persons waiting for their turn will be socially distanced in the waiting room.
4. Except for person auditioning, everyone in the audition room is highly recommended to be masked.
5. At the completion of their audition, persons shall exit the premises immediately.
6. The apartment and especially the audition area will be well ventilated (windows opened).
7. Hand sanitizing stations will be at the entrance of the apartment, in the waiting area, and in the audition area.

iii. *263 West 38th Street, 14th Floor*

1. Safety protocol signs will be posted at the entrance and in several places around the space.
2. At a participant's first appearance, proof of vaccination and I.D. will be required and recorded in a database by a designated staff member.
3. Hand sanitizer stations will be located at all entrances and at least two other locations in the space.
4. Disposable masks will be made available.
5. A portable HEPA filter air purifier will be available as necessary.

iv. *Theater*

1. Front of House:

- a. Ticketing staff and ushers will be checked for proof of vaccination plus I.D.
 - b. All participants will be required to wear masks while in the theater.
 - c. Hand sanitizer stations will be located at the entrance to the lobby and at all entrances to the theater.
 - d. Disposable masks will be available.
2. Concessions:
- a. Concession staff will be checked for proof of vaccination plus I.D.
 - b. A no touch payment process will be implemented.
 - c. Preorder of beverages and/or snacks will be required.
 - d. Hand sanitizer stations will be located at the concession.
 - e. Concession areas will be sanitized before and after operating time. Sanitizing spray/wipes will be available.
3. Backstage:
- a. Safety protocols will be posted at all entrances to backstage, in all the dressing rooms, stages left and right, in the orchestra pit, and the green room.
 - b. Hand sanitizer stations will be available:
 - i. at all entrances and must be utilized upon entry;
 - ii. at stage right and stage left wings;
 - iii. in all dressing rooms;
 - iv. in the green room; and
 - v. in the orchestra pit.
 - c. There will be no shared beverages or food.
 - d. All crew headsets will be assigned and must be sanitized by the user and stored in assigned separate containers when not in use.
 - e. All actors will be responsible for sanitizing dressing rooms before every rehearsal and performance.
 - f. **Props** will be sanitized and stored in closed containers if item size permits. This will be completed by a designated

crew member before and after every rehearsal and performance.

- g. **Hair & Makeup** Each professional tool (e.g., brushes, applicators) will be assigned to one actor and not used for anyone else. Disposable tools will be utilized whenever possible. After each use, non-disposable hair brushes, combs and makeup brushes will be cleaned with appropriate disinfecting solutions. All supplies will be kept in individual cast bags.
- h. **Costumes** worn by cast members will be laundered and cleaned before the start of every performance. Cast members will clean costumes after each performance with a sanitizing spray.

HEALTH SCREENING SURVEY

All participants will be required to complete the following health screening survey before every in-person event (rehearsals, production work at work space, meetings, concerts, performances, etc.).

BHT HEALTH SCREENING SURVEY	YES	NO
<p>1. Have you had known close contact* with a person confirmed or suspected to have COVID-19 in the past 2 days?</p> <p><i>*The definition of a close contact is someone who was within 6 feet of a person diagnosed with COVID-19 for a total of 15 minutes or more over a 24 hour period. The definition of a close contact applies regardless of whether either person was wearing a mask.</i></p>		
<p>2. Have you tested positive for COVID-19 in the past 5 days?</p>		
<p>3. Have you experienced any cold or flu-like symptoms (even mild ones) and/or lost your sense of smell or taste in the last 48 hours?</p>		

Persons who have answered YES to any of these questions will be denied entry.

If said person has not experienced symptoms and feels healthy in the past 3-5 days; proof of a negative COVID-19 PCR test taken within 72 hours of the event or Antigen (Rapid) the day of the event is required for entry.