



Extraordinary
Bodies

COVID-19 Policy

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for Extraordinary Bodies

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Introduction

This policy recognises that Covid-19 magnifies existing inequalities. It also recognises that the government guidance on workplace and public performance is changing.

Extraordinary Bodies believes that it is everybody's responsibility to reduce the spread of COVID 19. We all need to support each other to ensure that our environment is as safe as it can be. We must all understand the risks and be responsible for the safety of ourselves and others.

The following are the baseline procedures of how we are working.

We will not ask you to do anything that is outside your comfort zone whilst working for Extraordinary Bodies. If you do not feel comfortable with anything we ask you to do, then talk to us so we can find alternative solutions.

We will continue to undertake specific risk assessments for the different kinds of work that we undertake, including rehearsals, shows and workshops.

We will share these with all relevant parties each time.

We will also carefully consider how the risk of Covid-19 guidelines impact our audiences.

In line with making our performances as accessible as possible we will try to provide the option of a socially distanced performance even once government guidance doesn't insist on this.

There may be exceptions to our baseline procedures in the case of close contact cohorts (CCC) for our cast on tour. These are risk assessed each time using specific information to inform a temporary protocol. The protocol is supported by mitigation and agreed with the CCC.



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General procedures

- Clear guidelines will be issued to all participants and staff on self-screening and reducing risks.
- Anyone displaying Covid-19 symptoms or that has been in contact with another person displaying symptoms within 14 days will be asked not to attend.
- All team members coming to work need to fill in a health declaration form before coming onsite.
- Any team member showing symptoms will immediately isolate and plans will be made to get them home safely.
- There will be a designated area for storing personal belongings.
- PPE provided as required by our RA.
- Ventilation provided by keeping as many doors and windows open as possible.

When travelling to work

- Limit the number of people or households that you come into contact with, for example avoid peak travel where possible.
- Use a face covering.
- Avoid touching your face.
- Cover your mouth and nose with a tissue or the inside of your elbow when coughing or sneezing.
- Travel side by side or behind other people, rather than facing them, where seating arrangements allow.
- Touch as few surfaces as possible.
- If you cannot keep a 2 metre distance, reduce the risk to yourself and others by maintaining a 1 metre distance where possible, and taking suitable precautions.
- Avoid loud talking, shouting or singing.

Taxis and lift sharing:

- You should wear a face covering when using taxis or private hire vehicles. A taxi driver or private hire vehicle operator may be entitled to refuse to accept you if you do not wear a face covering.



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- Ask the driver and passengers to wear a face covering.
- Keep to small groups of people at any one time and ideally share the transport with the same people each time.
- Open windows for ventilation.
- Consider seating arrangements to maximise distance between people in the vehicle.
- Clean your car between journeys using standard cleaning products - make sure you clean door handles and other areas that people may touch.
- Follow the advice of the driver. For example, you may be asked to sit in the back left-hand seat if travelling alone.
- You should use contactless payment if possible, or find out if you can pay online in advance.
- Be aware of the surfaces you touch. Be careful not to touch your face. Cover your mouth and nose with a tissue or the inside of your elbow when coughing or sneezing.

Social distancing

- Social distancing will be required at all times
- Keep 2 metres apart from anyone who does not live in your household.
- If you cannot keep a 2 metre distance, reduce the risk to yourself and others by maintaining a 1 metre distance where possible, and taking suitable precautions.
- If a 2 metre distance cannot be maintained e.g. for unloading equipment, staff should work side by side, or facing away from each other, rather than face to face if possible.
- Room will be set up so that there is ample space (minimum 2m) between each team member.
- Singers will be positioned behind a screen and at a safe distance of 3m from any other team members.



Hygiene

- Frequently wash hands with soap and water for 20 seconds or more. Use sanitising gel if soap and water is not available.
- Avoid touching your face as much as possible.
- Cover your mouth and nose with a tissue or the inside of your elbow when coughing or sneezing.
- COVID marshal (when present) to wipe down all high-contact surfaces within the space with anti-bacterial cleaner regularly.

Equipment

- You must be responsible for your own equipment.
- Microphones and other equipment should not be shared between team members.
- If equipment needs to be shared, it must be thoroughly cleaned.
- Hands must be sanitised before and after touching any equipment.

PPE

- Masks or face covering should be worn when not performing.
- KN95 masks will be provided, which are better for prolonged use as they filter the air.

