

Touring Protocol CV19



Box Clever understands that schools may be concerned about a touring theatre company visiting in the current climate. With the health and safety of school pupils, staff, and our touring company in mind, we will put in place the following protocols during our visit to your school:

- On arrival at the school, all company members will sanitise their hands before entering your reception area to sign in.
- All our staff hold an Enhanced DBS Check, which has been checked by the company prior to employment. Their names and DBS numbers will be provided to the school in advance of arrival. To avoid any risk of transmission, we will not be providing paper copies of DBS clearances.
- All staff will wear face coverings when moving around the school site. They will wear these at all times except during performance, and during warm up prior to the performance.
- Our staff will be working as a 'Fixed Team' under the CV19 Performing Arts Guidelines. This can be thought of as similar to a 'bubble' in the general guidelines. It means that while they will maintain social distancing from people outside the team, they do not have to maintain social distancing from each other.
- All staff are monitored by the company for symptoms of CV19. If a staff member reports symptoms, they will immediately cease to tour with the production, and follow government guidance, and the law, on testing and self isolation.
- We would ask that your school premises or site staff arrange the chairs in the performance area if applicable. We will require a 2m clearance between the front row of the audience and our performance space. Actors will not enter the audience area during the performance, and students will not be invited into the performing area.
- During the booking process, agreement will have been reached between Box Clever and your school regarding the audience number and any social distancing within the audience, in line with your school's CV19 measures. We would ask that this is not altered without prior consultation with Box Clever.
- We would ask that students are not present in the space during the time that we are setting up our staging and equipment, and would ask that as far as possible, no pupil or school staff members come into contact with the staging or equipment.
- All staging and equipment will be cleaned/ sanitised between schools, to avoid the risk of contamination as far as is possible.
- All of our company will observe the 2m social distancing guidelines between the team and others as far as possible at all times when on your school premises. We would ask that your staff and students do the same wherever possible.

- While our van is on the school site, we would ask that no staff or students enter the load bay or cabin of the vehicle, or touch contact points on the vehicle (eg door handles).
- Wherever possible, we will try to accommodate any aspects of your school's individual policies regarding social distancing and CV19s. Please advise us before arrival if anything in this document conflicts with your policies.
- We constantly monitor current advice from both HSE and the government. This document will be updated to reflect any changes in advice.
- In the event of a staff member testing positive for CV19, we will cooperate with NHS Test and Trace, and will include details of visits to any schools within the time period requested. We will also inform any schools visited by that staff member directly.

This document is informed by the company's CV19 Risk Assessment for Productions. A copy of the risk assessment is available on the company website, and will be emailed to you at the point of booking.