



## PLACE DES ARTS' COVID-19 SAFETY PLAN November 2020

Place des Arts' (PdA) **COVID-19 Safety Plan** has been developed in consideration of Education, Offices, Recreation, Museum/Gallery protocols as per the BC Ministry of Health, Public Health Authorities, WorkSafe BC, the BC Ministry of Education and the BC Parks and Recreation Association.

### 1. Guidelines for Students and Visitors<sup>1</sup>:

- All students and visitors are asked to self-assess before entering the PdA building. Students and visitors should not enter if they are experiencing any COVID-19 symptoms (e.g., fever, chills, cough or worsening chronic cough, shortness of breath, sore throat, runny nose, loss of sense of smell or taste, headache, fatigue, diarrhea, loss of appetite, nausea and vomiting, and/or muscle aches).
- All students aged 18 years and up, and the parents/guardians of students under the age of 18 years, who are registered for in-person rehearsals, lessons, or classes, must complete a ***Student Screening Questionnaire*** [webform](#) **on the morning of, or up to two hours before,** the student will enter the PdA building, or any authorized satellite site hosting PdA programs ("Facilities"). The [webform](#) can be accessed from the bottom menu of the PdA website.

Upon arrival, students, or parents/guardians of students, will be asked to verify that their ***Student Screening Questionnaire*** has been completed by showing their **confirmation email.**

- All students and visitors are required to wear a mask<sup>2</sup> in our common areas. Unless it is a requirement for their program, students may remove their masks once they are in their classroom. Children under 10 years of age, and individuals with underlying health conditions, are not required to wear a mask in common areas.
- Students and visitors must enter through:
  - the Brunette Avenue main front entrance; **OR**
  - the underground Parkade entrance.

Students attending classes at Evergreen Cultural Centre, or any other satellite site hosting PdA programs, will be provided with separate instructions prior to the start of their class.

- **ALL** students and visitors must report to the **Check-In Desk** on the main floor.
- Students and visitors are asked to sanitize their hands upon arrival.
- Due to limited space, we ask that only one parent/guardian accompany student(s) to their classroom(s).
- The designated waiting area has limited capacity. Please adhere to the posted capacity limit.

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<sup>1</sup> Visitors to PdA include members of the public: parents/guardians of students, exhibiting artists, delivery personnel, PdA collaborators/supporters, venue renters, etc.

<sup>2</sup> Masks are available for purchase at the Check-In and Registration Desks.  
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Please follow social distancing and hygiene guidelines from the public health authorities:

- Avoid touching your face.
- Cough and/or sneeze into a tissue or your elbow crease.
- Maintain a physical distance of at least two metres (six feet) between yourself and others.
- Wash your hands for at least 20 seconds or use hand sanitizer immediately after activities including, but not limited to:
  - handling food and drink;
  - using the washroom;
  - when your hands are visibly dirty.

## **2. PdA's Additional Safety Measures and Modifications:**

- PdA will limit the building's capacity and use floor markers and signage to manage pedestrian traffic flow and prevent congestion.
- Hand sanitation stations have been placed throughout the building. We encourage family groups (max. two people) coming in to register/attend programs or to view the exhibitions and Artisan Shop to stay together.
- Transparent barriers have been installed at the Check-In and Registration Desks. Floor decals indicate appropriate spacing for patrons.
- Limited public seating is available in the Atrium. Please adhere to the posted capacity limit.
- Public washrooms are available to students and visitors only.
- Students and visitors are not permitted in the kitchen and café areas.
- Food items are not available for sale at this time.
- If food items are brought to PdA, patrons are required to take leftovers and containers with them.
- All PdA employees, self-employed contractors and volunteers ("Workers") are required to complete a health declaration prior to entering PdA for work purposes.

### **3. Safety Measures and Modifications for our Arts Education Programs:**

- PdA will continue to provide a wide variety of arts education programs [online](#).
- In-person lesson and class sizes have been reduced to accommodate social distancing requirements.
- Classrooms have been configured to provide a two-metre distance between students for static<sup>3</sup> activities and a four-metre distance between students for dynamic<sup>4</sup> activities.
- Transparent barriers have been installed in smaller classrooms.
- Employees and teachers will follow classroom and program-specific (e.g., dance, visual arts, ceramics, music, theatre) safety and cleaning protocols.
- Lesson and class times have been staggered to avoid crowding.

### **4. Personal Protective Equipment (PPE):**

- All students and visitors are required to wear a mask in our common areas. Unless it is a requirement for their program, students may remove their masks once they are in their classroom. Children under 10 years of age, and individuals with underlying health conditions, are not required to wear a mask.
- Workers will wear a mask and/or gloves when in close contact with students or visitors (e.g., administering first aid).
- Teachers will wear a mask, and in some cases a face shield, when in close contact with students.

### **5. Cleaning Protocols:**

- PdA cleaning staff follow BC Ministry of Health guidelines for cleaning and disinfecting our facility. This includes a two-step cleaning procedure for soiled areas: initially, a thorough cleaning using a neutral cleaner and then a secondary cleaning using an approved disinfectant.
- Cleaning protocols specific to classroom activities and equipment have been established and will be followed.
- High-touch surfaces in common areas will be cleaned often.

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<sup>3</sup> Static describes activities (e.g., visual, literary, ceramic, and fibre arts classes; music lessons) that do not require a lot of movement and can be contained within a 4 x 4 m space per individual.

<sup>4</sup> Dynamic describes movement activities (e.g., dance, movement, theatre) that require greater than 4 x 4 m of space per individual.



## 6. Sickness Policy and Procedure:

If a student or visitor arrives at PdA ill or with COVID-19 symptoms, or becomes ill and/or exhibits COVID-19 symptoms while at PdA, PdA employees will take the following steps:

- Separate the symptomatic individual to an isolated area or a room with good airflow (e.g., where windows can be opened). If not already wearing one, the ill individual will be asked to put on a mask.
- Where possible, all PdA employees will maintain a two-metre distance from the ill individual and wear a mask and protective face shield.
- The employee will stay with the ill individual and fill out the **PdA Incident Report**. This information may be necessary if the ill individual later tests positive for COVID-19.
- If applicable, the employee will inform the individual's emergency contact to pick them up as soon as possible. Symptomatic/ill individuals should avoid taking public transportation if possible.
- The employee will contact 811 or the local public health unit to notify them of a potential COVID-19 case and seek further input.

Students and visitors with symptoms associated with COVID-19 may only return to PdA:

- After self-isolating for a period of a minimum of 10 days from the onset of symptoms **and** until symptoms resolve, whichever is **longer**; or
- Once they receive medical authorization to leave their home.

**Note:** If the student or visitor's symptoms are due to allergies or other pre-existing medical conditions, the student or visitor will be required to provide a doctor's note before returning to PdA.

## 7. Liability Waiver Required

- To participate in an in-person class or private lesson, students, or parents/guardians of students under 18, will be required to agree to our [2020/2021 In-Person Class/Lesson Waiver](#) at the time of registration.
- When you register in-person or by phone, our registration staff will read the waiver statement to you. Once you provide verbal consent, the registration clerk will check the waiver consent box in our system that confirms you understand and agree to the waiver. A confirmation of your agreement to the waiver will be included in your registration receipt.



## 8. Student Screening Questionnaire:

All students aged 18 years and up, and the parents/guardians of students under the age of 18 years, who are registered for in-person rehearsals, lessons, or classes must complete a ***Student Screening Questionnaire*** [webform](#) **on the morning of, or up to two hours before** the student will enter the PdA building, or any authorized satellite site hosting PdA programs (“Facilities”).

The [webform](#) can be accessed from the bottom menu of the PdA website.

A questionnaire must be completed for **each** student if more than one student per household participates in PdA programs on the same day.

The screening questionnaire is used to identify students:

- ✓ who may be experiencing COVID-19 symptoms, as characterized most recently by federal and provincial public health officials;
- ✓ have knowingly come into close contact with anyone who has tested positive for COVID-19 or who has been ordered to self-isolate (including a member of their household); and/or
- ✓ have travelled outside of Canada.

If you answer “**yes**” to any of the screening questions, or if the student is experiencing any of the symptoms listed **after completing the questionnaire, contact the PdA registration desk (604 664 1636 ext. 0) as soon as possible.**

### Screening Questions

- Do you or does anyone in your household have any of the following symptoms, either **new** or **worsened** (if not associated with allergies, chronic or pre-existing conditions): fever, chills, cough or worsening chronic cough, shortness of breath, sore throat, runny nose, loss of sense of smell or taste, headache, fatigue, diarrhea, loss of appetite, nausea and vomiting, and/or muscle aches?
- Have you come into close contact with someone who has **tested positive** for COVID-19 or who has been ordered to self-isolate in the past 14 days?
- Have you or has anyone in your household returned from travel outside of Canada (including USA) in the past 14 days?