

**PHILLIPS HALL THEATER**  
**COVID 19 Performance Protocols – 2021/2022**

Given the current status of COVID related illness in Orange County it is necessary to establish the following protocols for Phillips Hall to ensure the safety of students, employees and community members. The district requires all persons to wear a face covering while indoors at any district facility unless working alone in an office. These guidelines will help clarify the mask wearing requirements for performers.

### Guests / Patrons

- Physical Distancing of 3 to 6 feet will be encouraged in audience areas, restrooms, and lobby (whenever possible and practical).
- Audience Capacity shall be limited to 50% of actual occupant load.
- Guests shall be required to wear masks at all times while indoors
- Guests shall be provided with masks upon request or if guest are not wearing upon entrance.
- Guests will have access to hand sanitizer stations located in lobby.
- Guests will be asked to not attend, may be asked to leave, and/or be prohibited from attending the performance if they are exhibiting symptoms consistent with COVID 19. Refunds will be handled by the Office of Fine and Performing Arts.

### Performers / Students / Guest Artists

- It is the responsibility of the students / performers / guest artists to ensure they are free from symptoms and have completed weekly COVID testing and provide to the faculty member of record prior to participating in any rehearsals or performances. Students who have a positive test result are required to inform their instructor and will not attend any rehearsals or performances and consult with physician
- All students, employees and guest performers must complete a daily self-symptom check prior to coming on campus. If they are exhibiting symptoms consistent with COVID 19, they should not come to campus and they should consult their doctor for advice.
- All performers, students and guest artists shall be required, prior to participation in rehearsals or Performances, be tested weekly for COVID regardless of vaccination status. Performers must submit a negative COVID test to their instructor of record 72 hours prior to rehearsals and performances.
- Students who test positive and anyone identified as being in close contact with them will be told to quarantine and will not be allowed on campus for the period pre-determined by the local Health Care Agency.
- All performers, students and guest artists shall be required to wear face masks while indoors, with the exception of on-stage performers during their rehearsals or live performances. Once performers leave the stage, they will be required to wear a face covering.
- All performers, students and guest artists shall be provided with masks upon request or if not wearing during rehearsals or performances.
- Any performer who wishes to wear a mask during rehearsals or live performances shall be allowed to do so.

- All performers, students and guest artists will have access to hand sanitizer stations located in lobby and backstage areas.
- All performers, students and guest artists should maintain 3-6ft. distance (when practical and possible) in dressing rooms, green rooms, or back stage areas.

## Employees / Contractors

Faculty will request that students demonstrate a negative test in order to participate in rehearsals or performances. Faculty will notify those who provide a positive test result to not attend rehearsal or performances and inform their Dean. If a student presents themselves after notifying the faculty of a positive test result, faculty will discreetly remove the student, keep their information confidential and immediately notify their Dean

- All employees are currently required to submit proof of vaccination or religious, personal or medical exemption, to Human Resources based on deadlines agreed upon by their bargaining units.
- All employees shall work to enforce district rules and practices at all technical rehearsals and performances.
- It is the responsibility of the Faculty member of record to ensure that students / performers / guest artists are free from symptoms and have completed weekly COVID testing. Faculty will discreetly remove any student who tests positive and keep their information confidential and they will immediately notify their Dean.
- All employees shall comply with district policies and protocols regarding COVID 19.
- Event Producers/instructor(s) of record should remind their patrons that digital ticketing will be used to limit hand to hand exposure of tickets. The box office will be closed while these protocols are in place.
- Event producer/instructor(s) of record must continue to follow protocols for reporting COVID positive cases found here (<https://sac.edu/FPA/Pages/Faculty-Resources.aspx>)
- Student usher staff shall stay the entire run of the performance to assist in maintaining an orderly lobby and prevent audience members from congregating in Lobby.
- Custodial staff shall provide for deep cleaning of the building in between performances. If this is not available, only one performance per day shall be permissible.
- Lighting and Sound consoles should be wiped down daily with antibacterial wipes.

### **SAC COVID Testing Appointments**

<https://www.sac.edu/Pages/covid-testing.aspx>

**Open Thursday and Sunday only**

## FAQ

1. What happens if there are five positive tests from one class/performance within a few days of each other?  
Each time someone tests positive, they are sent home to quarantine for 10 days and so is anyone else identified as close contacts. 3 or more in the same class within a 2 week period is considered an outbreak. We would need to consult with the Health Care Agency and get their recommendation. They may have us shut down the entire program for 10 days or they may have us test everyone twice a week until we have no more positive cases. Most likely we would shut down the class for 10 days.
2. Any health department guidelines should be outlined in the document or referenced.  
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For more information, please visit [here](#).
3. Athletics has issues with events cancelled, is the theater/performing arts department aware of this and considered what could happen?  
Yes, faculty were informed at the Return-to-Work meeting and the protocols meeting in the division.