



1214 Columbus Ave. Bay City, Michigan 48708

989.893.5555 | info@baycityplayers.com

Limited Reopening of Bay City Players

SUBJECT TO CHANGE BASED ON CURRENT GOVERNMENT DIRECTIVES

We are thrilled to announce the limited reopening of Bay City Players (Players) to staff and volunteers! The building capacity may not exceed 10 people and face coverings and social distancing are required. Committee chairs with limited volunteers are welcome to work in the building in your designated area with prior approval from the Operations Administrator. A one-time-use backdoor code will be provided upon approval.

Additionally, Bay City Players will allow limited in-person, socially distanced rehearsals to take place at the theatre. The health and safety of the cast and crew is top priority, therefore, extra safety precautions should be taken including completing a daily COVID-19 screening questionnaire, wearing face coverings, socially distancing, and disinfecting common surfaces. Face coverings must be worn at rehearsals when not on stage. Once socially distanced blocking is in place, face coverings may be removed for rehearsing scenes and while on stage during performances. Face shields are available for anyone who chooses to use one during rehearsal by contacting the Operations Administrator at info@baycityplayers.com. Building access is limited to scheduled rehearsals and performances or with prior approval from the Operations Administrator. A limited use backdoor code will be provided to cast and crew upon approval of the rehearsal schedule.

The limited reopening of Bay City Players is subject to change and is based on current government guidelines (https://www.michigan.gov/whitmer/0,9309,7-387-90499_90705---,00.html) and the 7-day average of new COVID-19 cases per 100,000 people in Bay County and Michigan (<https://globalepidemics.org/key-metrics-for-covid-suppression/>). Government guidelines and statistical trends will be continuously evaluated by the Operations Administrator and Board of Directors.

The limited reopening to staff and volunteers is dependent on remaining on Phase 4 of the MI Safe Start Plan. Bay City Players will reopen to the public in limited capacity once our region moves to Phase 5 of the MI Safe Start Plan (https://www.michigan.gov/documents/whitmer/MI_SAFE_START_PLAN_689875_7.pdf).

COVID-19 Response Protocols

1. Prior to Reentering Players' Facility

- a. Please review COVID-19 Workplace Guidelines training document: https://www.michigan.gov/documents/leo/leo_miosha_c19_workplace_guidelines_employee_690396_7.pdf
- b. Please review the Pandemic Plan available on our website (COMING SOON)

Approved by the Board of Directors August 5, 2020; Revised 08/10/2020



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- c. If you are a committee chair, please contact the Operations Administrator at info@baycityplayers.com at least 24-hours in advance to set-up an appointment and obtain a one-time-use backdoor code. Cast and crew can enter the building no earlier than 30-minutes prior to the scheduled rehearsal time.
- 2. Entering Procedures**
- a. Prior to entering the building, please complete the COVID-19 Screening Questionnaire (<https://docs.google.com/forms/d/e/1FAIpQLSdG1DLQJIRhLDVYf8RESgy-gSXFZIdqLaRvbJrD74zQUtSS4Q/viewform>) This must be completed **every** visit.
 - i. If you answer NO to all questions, you have passed the screening and can enter the building.
 - ii. If you answer YES to any screening questions, or refuse to answer, you failed the screening and are prohibited from entering the building. Please return home and consult a health professional. Healthcare professionals may be exempt with prior approval from the Operations Administrator.
 - iii. You will receive an email verifying that you submitted a COVID-19 Screening Questionnaire with a copy of the form.
 - b. If you are part of a production, please show the COVID-19 Screening Questionnaire email that you received and the attached document to your director or delegated COVID-19 Response Volunteer.
 - c. Sanitize hands immediately after entering the building.
 - d. Please wear a face covering and social distance whenever possible.
- 3. Exiting Procedures**
- a. Turn off lights and put away any materials used.
 - b. Disinfect all surfaces touched while in the building (including environmental controls, door handles, surfaces, tools, materials, etc.).
 - c. Disinfecting products will be located on a table by the back door, janitors closet, and in the main office.



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COVID-19 Screening Questionnaire

We are screening all employees and volunteers for potential risks of COVID-19 to ensure the health and safety of everyone. **This checklist provides basic information only. It is not intended to take the place of medical advice, diagnosis or treatment.**

Name: _____

Date: _____

Please answer the following questions:

1. Do you have any of the following symptoms: Fever, cough, shortness of breath/difficulty breathing, or at least 2 of the following – chills, muscle pain, headache, sore throat, loss of taste/smell, diarrhea, or extreme fatigue?
 Yes
 No
2. Have you been exposed to a confirmed/probable COVID-19 case within the last 14 days?
 Yes
 No

If you answer NO to all questions, you have passed the screening and can enter the building.

If you answer YES to any screening questions, or refuse to answer, you failed the screening. Please immediately leave the building and consult a health professional. Please submit this form to the Operations Admin or Director. Healthcare workers may be exempt with prior approval from the Operations Administrator.

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