



COVID-19 Safety Plan – Tuesdays *Under the Marquee*

COVID19 SAFETY STATEMENT

At the Capitol Theatre the safety and well-being of our artists, guests, volunteers and staff are of paramount importance. Since the onset of the pandemic, we have closely monitored all HKPR public health notices along with the Ontario Government guidelines. Below are the steps we are taking to ensure that all events surrounding our outdoor weekly music events are conducted safely. These processes and procedures will be in place and apply to all individuals associated with the running and attendance of this event to include; staff, volunteers, performers, contractors, and guests. The COVID-19 pandemic is an evolving situation – if necessary a review of the following plan may result in changes as required. Management is following the rules and regulations set out in [Reopening Ontario](#) & the [Reopening Roadmap](#) Guidelines.

Schedule of Events

OUTDOOR Weekly

Tuesday Evenings

August 17th, 2021 - August 31st, 2021

Road Closure & Set-up 5:00pm - 6:00pm

Guests On-site 6:00pm - 10:00pm

Programming - Live Music 7:00pm - 9:00pm

Road Closure & Strike complete 10:00pm

Capitol Street Bar Open

Tuesdays 6:00-9:30pm

Beer, Wine, Sangria, Ciders / Coolers, Soft Drinks

Popcorn, Packaged Snacks

Will follow Provincial Patio/Restaurant Guidelines

Food Service

Local restaurant partner to provide food service on-site

BYOF - Guests are encouraged to bring take out for local restaurants on-site to enjoy

Rain Plan

In the event of rain, every effort will be made to continue the event inside the main auditorium of the Capitol Theatre at a capacity of approx. 100 guests. This will be determined at an agreed upon time with the Municipality necessary to call off staffing related to the street closure.

Health Screening and Monitoring

- All guests attending the event will be asked to complete a covid screening either prior to arrival through a seating reservation system or upon arrival. Contact tracing processes for event guests sitting on our licensed patio upon arrival will be followed, as per HKPR.
- All people on site working the event (staff, volunteers, performers and contractors) will be asked to fill out a health screening checklist and have their temperature taken upon arrival. If they have a temperature or answer yes to any of the screening questions they will be asked to go home, self Isolate and consult medical advice.
- If any person (staff, volunteers, performers and contractors) were to feel ill during their shift they will be expected to report this change in their health to staff or

volunteer captain and will be asked to go home, self isolate and consult medical advice.

- Every hour the shift supervisor will check in with the people on site (staff, volunteers, performers and contractors) to ensure that they are feeling well and have no health concerns.

Outdoor Public Access Areas

- A maximum of 100 guests will be permitted to reserve and attend this event based on Stage 3 of the Province's reopening plan. The theatre will allow for a higher capacity as the province indicates if guests can still be offered a safe experience.
- All public access areas will be supervised by staff/volunteers
- Sanitation stations will be available throughout the event area consisting of hand sanitizer, disposable gloves and face masks. This will be reinforced with signage and verbal encouragement provided by staff and volunteers
- Social Distancing enforced with stanchions, ground markings, directional signage and verbal encouragement provided by staff and volunteers

Mask Use

- For event attendees, face coverings - covering nose, mouth, and chin (unless exempted by regulation) must be worn at all times, except when sitting at distanced tables or chairs, eating or drinking. This applies to both outdoor and indoor facilities and will be provided to all individuals on site if necessary.
- All staff, contractors, volunteers and performers will wear masks during their shifts and are encouraged to maintain social distancing at all times.

Bathrooms

- All Main Floor bathrooms will be open and available for use through the box office doors
- Signage will be displayed on the bathroom doors indicating the maximum number of guests based on the bathroom size
- Physical Distancing and Sanitation signage will be posted in all bathrooms

Cleaning and Sanitation Procedures

- All people on site (staff, volunteers, performers, contractors and guests) will be asked to sanitize their hands at the beginning of their shift, upon entering the event and regularly throughout their visit. Signage will be posted throughout the event space and backstage areas.
- Staff and Volunteers will be asked to sanitize all high-touch surfaces with provided disinfecting wipes in their area on regular intervals (every 30 minutes or as they see appropriate) to maintain a sanitary environment.
- Sanitation stations will be available to people on site (staff, volunteers, performers, contractors and guests) and accessible throughout the event area and building consisting of hand sanitizer, gloves and masks.