



**Parks & Recreation  
COVID-19 FACILITY GUIDELINES  
CENTRE STAGE THEATRE – USER GROUPS**

Nov 20, 2020 v2

*subject to change*

All rentals must be booked through the District of Summerland Recreation department at 250-494-0447.

User Group COVID-19 Safety Plans must comply with the following Guidelines. Any exceptions must be reviewed and approved in writing by the District of Summerland and included in your Safety Plan.

### General

- Prior to use, renters are required to provide a COVID-19 Safety Plan.
  - The Safety Plan must be posted by the organization and/or available on-site during activities. The Safety Plan must comply with all requirements outlined the Provincial Sport Organization (if applicable) and current [viaSport Return to Sport Guidelines](#). The Safety Plan must be endorsed by the organization's board of directors.
  - User groups are required to provide the District of Summerland updated versions of their COVID-19 Safety Plan when changes are made.
- Maximum 50 people in the theatre per booking.
- Spectators are not permitted at this time.
- Maintain 2 meters from others at all times (except transitory spaces such as hallways).
- Be mindful of common surfaces and limit touch points.
- Collect all garbage and recycling and place in appropriate receptacles.
- Hallways are shared, do not enter the hallway if someone is approaching from the opposite direction.
- Follow all on site signage.
- Please give the technician room to work, maintaining 2 meters distance at all times.

It is vital that we all be calm and compassionate throughout this pandemic. Any person who exhibits any aggression towards staff or any other person in our facility will be asked to leave and not return.

### Illness Protocols

As per the BC Healthlink guidelines do not allow your participants to enter the theatre facility if they have:

- Experienced cold or flu-like symptoms within the last 10 days
- Been in close contact with anyone else who has had these symptoms in the last 14 days
- Been in close contact with anyone else who has travelled outside of Canada in the last 14 days

- If your participant is displaying symptoms of respiratory distress or illness, they will be asked to leave the facility & seek medical attention.

### Safety Protocol

- Each rental group must have a volunteer or staff to supervise the group and ensure the participants, parents, and spectators are following the COVID-19 protocols while in the facility. This person must be a visible presence (e.g. arm band signifier) in the facility.

### Contact Tracing

- For contact tracing purposes, facility renters must collect the first and last names and telephone number, or email address of all participants, coaches, referees, spectators, etc. and retain that information for 30 days.
- Rental groups must ensure they have capacity for contact tracing.

### Personal Hygiene

- Please note that staff will be scheduled to clean/sanitize following the rental time.
- Avoid touching your eyes, nose or mouth.
- Cover your mouth and nose with a tissue or into your elbow when coughing or sneezing.
- Wash or sanitize your hands often.