



COVID-19 CHARTER

July 2021

British Youth Music Theatre

britishyouthmusictheatre.org

020 8563 7725

It is BYMT's intention to offer an authentic rehearsal process during the Summer Season 2021. This means that rehearsals will not be 'distanced' and the normal processes of production will take place. Clearly, however, BYMT needs to be mindful of the dangers of the transmission of the virus and to have processes in place to prevent its occurrence and further spread if detected. In order to achieve this, the principles on which the company will operate are to undertake everything possible to ensure that students and staff arrive at the venue free of Covid-19 infection and thereafter to retain a 'bubble' in which chances of infection from outside are reduced as much as possible. It will also have processes in place to address infection if it does occur.

BRITISH YOUTH MUSIC THEATRE

British Youth Music Theatre will:

- Contact each student and their family, through their guardian if appropriate, to explain arrangements and answer any questions.
- Provide written information on arrival procedures, including restrictions on parents entering the building.
- Provide parents with a 24hr out-of-hours contact service during the time their young people are with us.
- If a young person is required to self-isolate immediately prior to the start of the project, they must provide a negative PCR test result in order to take part.
- If a young person cannot take part in the project due to contracting Covid-19, BYMT will provide a full refund, on provision of a positive PCR test. We may also be able to offer a place on a subsequent project later in the summer if a place is available.
- Ensure the accommodation and performance venues are implementing rigorous Covid-19 infection control in accordance with government guidance and guidance from their professional industry bodies.

- Ensure its Pastoral Managers, Production Manager and other senior staff on site are provided with adequate supplies of any recommended PPE including hand sanitiser, wipes, visors, aerosol sanitisers, masks, etc.
- Provide suitable signage both to the approaches to the venue and within the venue.
- Rehearsal rooms are sanitised using Sanigone room sanitiser aerosols with 7-day protection in line with recommended vocal coaching guidance.
- Advise that potentially vulnerable adult staff may rehearse using face visors if they wish.
- Ensure all changes to routines and all new safety arrangements, which have been previously notified in writing, are fully explained to young people.
- Encourage young people to contact home shortly after arrival and to maintain contact throughout the project.
- Explain any revised fire evacuation procedures and conduct a drill soon after arrival.
- Ensure young people have an opportunity to discuss their fears, worries and concerns with a trusted adult, usually the pastoral staff.

YOUNG PEOPLE, PARENTS/CARERS AND STAFF

Young People, Parents/Carers and Staff prior to, at arrival and during the project, will:

- Maintain as far as is possible **safe distancing for approximately 4 days prior** to the project to reduce the risk of infection, including avoiding mass gatherings, large family social events, educational and other school events or contact with anyone infected or suspected of being infected with Covid-19. **Please be rigorous about this as it is our best chance of reducing the chances of infection.**
- Take a Lateral Flow Test or equivalent antigen or PCR test **on the day prior** to arriving at the project and ensure that you have this evidence available on your phone or other device on arrival. Anyone unable to provide evidence of a negative Covid-19 test will be required to take a test prior to entry.
- Sign an online Health Screening statement **on the day of arrival** to the effect that you do not have symptoms of or risk factors for Covid-19. This document must be completed ON THE DATE you are scheduled to enter the premises. You may be asked to show proof of completion before you are permitted to enter the premises. This can be done by taking a screenshot of the completion screen at the end, and showing this to the pastoral staff on arrival. The Health Screening statement can be found here: https://docs.google.com/forms/d/1IP0LmvpAPQJDJeK1fmFx_aa9csvdFbxhfBZczk-N2XU/edit
- Acquire a sufficient supply of Lateral Flow Tests to undertake at least one test every two days of the project. This is to ensure testing in the case of an outbreak of Covid-19.
- Ensure that all personal belongings are well marked and not loaned to other young people or staff.
- Queue upon arrival with 2-meter social distancing from other families. **Once young people have entered the premises they won't be allowed to return to their families again (until the end of the project!).**
- Not allow parents/carers to approach the check in desk but BYMT will have extra staff members to answer questions and provide advice.

- Have their temperature taken upon arrival and agree to daily temperature tests.
- Agree to their bags and suitcase being wiped and sterilised on arrival.
- Take further Lateral Flow Tests every 3 days after the project has commenced, tests session to be scheduled 5-6pm before dinner, and report any positive result to the Pastoral Manager.
- Take a Lateral Flow Test immediately if they have a temperature.
- Inform BYMT if household members receive a positive Covid-19 test within five days of the start of the project. This is very important and parents/carers should note their first duty of care for all BYMT staff and young people is to inform us of any household outbreaks of Covid-19.
- Undertake not to leave the site or have visitors. Note that some staff will be exempt due to the nature of their job but that this must be agreed with the Stage Manager and the Assistant Producer in advance. Freelance staff leaving site must undertake to maintain safe distancing as far as is possible in undertaking their work for BYMT, including but not limited to purchasing/renting props, costumes, scenery, lighting and sound equipment.
- Agree not to meet with family members, friends or outside work colleagues on any days off. Young people's days off will be arranged as outdoor activities disconnected from local communities.

THE SCHOOL/UNIVERSITY

The School/University will:

- Conduct a deep-clean of all educational/theatrical indoor environments, including rehearsal rooms, bedrooms, kitchens and bathrooms.
- Ensure that venue staff do not work (or have contact with BYMT students) if they have symptoms, have tested positive or have been in contact (within the last 14 days) with anyone who has tested positive.
- Provide a suitable isolation area to care for students who show symptoms and/or test positive.
- Identify local PCR testing stations in the event they are required for BYMT students or staff who receive a positive Lateral Flow Test.
- Train staff in the safe management of boarding facilities and in Covid-19 nursing for appropriate staff.
- Require appropriate social distancing in all areas of school/university.
- Guarantee availability of soap and disposable paper towels in all washing areas.
- Require regular hand washing by young people and staff.
- Provide hand sanitiser stations at key points in the house and around the campus.
- Ensure appropriate PPE for any staff performing roles which require it.
- Implement enhanced daily cleaning procedures in the boarding houses and school/university and ensure all relevant staff have appropriate PPE.
- Allow young people and staff to wear masks or face coverings (other than for activities where this is not advised).

- Display clear notices explaining any procedures.
- Ensure safe occupancy levels of all facilities and areas, including rehearsal rooms, dining rooms, bedrooms and bathrooms.
- Explain clearly any measures required if young people are allowed to leave site.
- Ensure equipment is not shared between young people, other than when appropriate cleaning has taken place.
- Allocate appropriate recreation areas (inside and outside) for use by designated residents and ensure they are aware of any new procedures and safe occupancy levels.
- Conduct regular temperature checks of all staff and of any visitors.

BYMT STAFF

BYMT Staff will:

- On first (pre-project) night, stay only on site and order takeaway food.
- Provide a detailed itinerary of any time spent off site.
- Not leave site for social reasons in the evenings without agreement from the Pastoral Manager and suitable arrangements for social distancing being in place.
- Inform BYMT of any vulnerabilities.
- Have an identified person who can collect them by car in case of a positive test.
- Take regular Lateral Flow Tests in lead up to and duration of project.
- Respect Pastoral and Stage Manager to be responsible for Covid-19 safety on site.

IN THE EVENT OF A POSITIVE LATERAL FLOW TEST

- Isolate person(s) in 'quarantine' area.
- Take to nearest PCR testing site as soon as possible.
- If PCR is positive they will remain in isolation until they are collected.
- Thereafter, if a young person, parents informed immediately, will be offered the option to collect young person.
- Rehearsals will be paused and we will put on contingency activities, outdoors and with increased social distancing within the cast, and at meal times.
- Parents/carers of other participants advised.
- Lateral Flow Tests taken daily for 3 days following any positive result (even false positive).
- If staff member, BYMT staff attempt to locate a replacement on standby. Other staff offered support.

PERFORMANCES

Exact details are still subject to government guidance. BYMT is a member of the industry body **UK THEATRE** and we shall be working within their guidance but at the present this means:

- Audiences admitted at safely distanced spaces of at least 1 metre between groups.
- 3 metres between audience and performers.
- Spaces to be ventilated where possible.
- Prevent young people from immediately running over to parents/breaking social distancing after performances.
- Allow time for parents to take photos at a distance.
- Young people to be released after show in small groups.
- Parents are not allowed to have close contact with young people between shows.

AFTER THE PROJECTS

- Staff and parents to inform BYMT of any infection taking place within 5 days of the end of the project.
- BYMT to inform all other participants and parents/carers within the project of any such infections.



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