



Faculty of Arts COVID-19 Workspace Safety Plan Theatre Teaching Term 1

Addendum 1: Temporary THTR Classroom in Liu Building Room 130

This plan is based on the faculty level operational and workspace safety plan for the Faculty of Arts. It is an addendum to the Department of Theatre and Film Theatre Stage 2 Term 1 Teaching Plan [The Plan] that addresses the conflict caused by roof renovations at the Chan Centre for the Performing Arts, specifically the Telus Studio Theatre. Room 130 at the Lui building has been made available by the Dean of Arts as a substitute venue until October 6, 2020.

The details for Liu 130 are outlined below. For all standard Safety Plan Sections not specifically mentioned in this addendum the protocols established in the main Theatre Teaching Plan T1, including the regulatory links will apply. <https://theatrefilm.ubc.ca/about/facilities/>

1. Section #1 - Intro and Rationale

- a. During the month of September overhead work at the Chan will displace the face-to-face acting classes due to noise and debris hazards.
- b. All classes that were scheduled in the Telus Studio will be moved to Liu 130, specifically:
 - i. Cohort 1 –2nd year Acting – 12 Students + 1 faculty 9:15 AM- 12:15 PM, M-F.
 - ii. Cohort 2 –3rd year Acting – 13 Students + 1 faculty 1:15 PM - 4:30 PM, M-F.

2. Section #2 – Risk Assessment

Following the same **contact intensity**, **contact number**, and any **operational risks** and using the same mitigation protocols as outlined in the main plan, the Department of Theatre and Film considers this plan to be **low risk**. The following are of particular importance in Liu 130

- a. Physical distancing
 - i. All occupants are to maintain a *minimum* 2m distance from others. Using the personal acting areas in a 9' grid on the stage floors.
 - ii. Higher risk classes, such as singing, which has an increased droplet spread will be delivered on-line.
 - iii. One-way traffic through the space whenever possible.
- b. Engineering controls
 - i. Signage indicating dedicated one-way access route for each user group with specific entry/exit doors and washrooms.
 - ii. Handwashing signage
- c. Administrative controls
 - i. Students will receive a handbook that outlines class expectations and will contain a dedicated section on COVID-19 risk mitigation regulations including;
 - Performing a daily health assessment before reporting to class; See: [BCCDC BC Centre for Disease Control: COVID -19 symptoms](#)
 - Students displaying symptoms of COVID-19 must remain at home and isolated until they have been confirmed COVID-free by testing or have been



- symptom free for the length of time recommended by the BCCDC.
- Students must inform their Responsible Faculty Member (RFM) if they will not be attending class.
- Importance of effective handwashing and frequent handwashing.
- ii. The first class for each cohort will be held on-line and faculty and staff will review the safety handbook with the class at this time.
- iii. The first in-person class will include a detailed safety walkthrough for all students lead by staff.
- d. Personal protective equipment
 - i. Students will be permitted to wear disposable masks during portions of class-time or physical warm up
 - ii. Staff will continue to use PPE as per [UBC Employee COVID-19 PPE Guidance](#)
- e. Full Risk Mitigation for the main plan can be found [LINK WHEN POSTED](#)

3. Contact Number and Density

- a. Normal Operations – Room 130 – 106 Occupants
- b. COVID -19 Operation – Room 130 – 15 Occupants
 - i. This number is 5 people less than in the Telus Studio, as this will only be for the first few weeks of classes and it is not anticipated that any additional staff will need to enter the classroom space.
- c. Students will arrive through dedicated entry and wash hands immediately upon arrival. See Lui Building floor plan _ Section 7 of this Addendum

4. Equipment Cleaning and Sharing

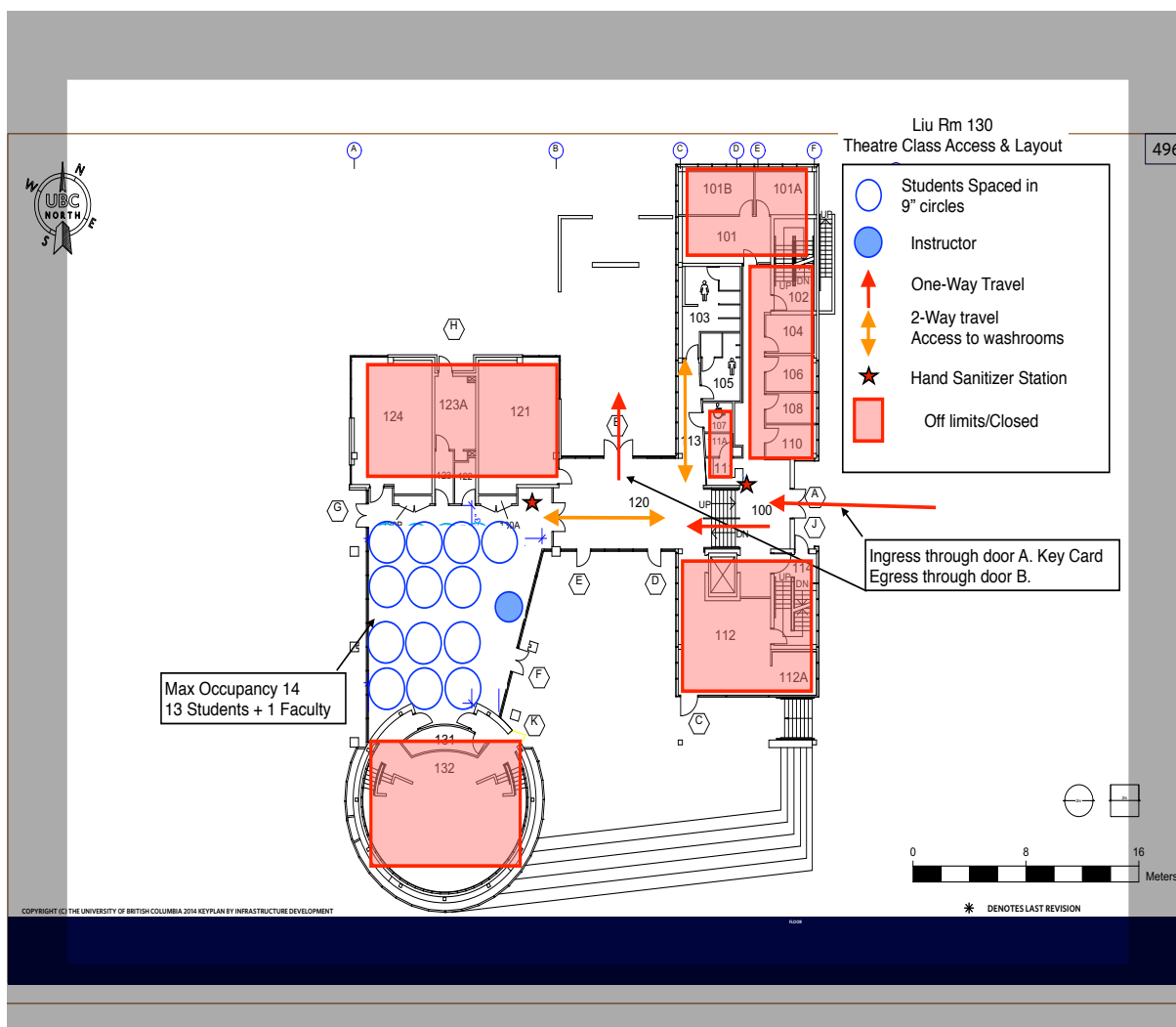
- a. Every effort will be made to avoid shared equipment.
 - i. Students assigned individual yoga matts to eliminate sharing
- b. For class exercises that do require limited shared equipment such as tables, chairs and theatre cubes, policies from the approved THTR Stage 1 shop cleaning protocols will be used to track sanitation. Specifically
 - i. Reversible Clean/Dirty labels will be supplied for all shared equipment.
 - ii. Labels will be flipped to dirty following use to let others know that equipment is no longer sanitized.
 - iii. Users will be required to disinfect any shared equipment at the earliest available time and reset the label to 'Clean'.
 - iv. For more details [See E2 – Approved Equipment Cleaning Protocols from Stage 1](#)
 - v. Time will be made available at the beginning and end of each class to allow for cleaning and hygiene policies.
- c. Any AV equipment used (cameras etc.) will be wiped down by faculty at the end of class.

5. Emergency Procedures

- a. Overall responsibility for the Liu remains with UBC School of Public Policy and Global Affairs
- b. Faculty from Public Policy and Global Affairs continue to work primarily from home
- c. Department of Theatre and Film Manager for Theatre Production and all faculty teaching in the space will review the Liu Institute BERP Acknowledgement.



6. Floorplan





7. Acknowledgement

I acknowledge that this Addendum has been shared with staff of both the Department of Theatre and Film and the of School of Public Policy and Global Affairs, through email and will be made available as a shared document. Staff can either provide a signature or email confirmation that they have received, read, understood, and will comply with the contents of the plan.

8.

Date August 24, 2020
Name (Manager or Supervisor) Borja Brown
Title Manager, Theatre Production

9.

10. Faculty and Staff Occupying Workspace

Name	Email	Understanding & Acceptance of Plan
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
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I acknowledge that this Safety Plan has been shared with staff both through email and will be made available as a shared document. Staff can either provide a signature or email confirmation that they have received, read and understood the contents of the plan.

Faculty of Arts

Date
Name
Title Dean of Arts

Department

Date Theatre and Film
Date September 1, 2020
Name Tom Scholte
Title Acting Department Head, Theatre and Film