

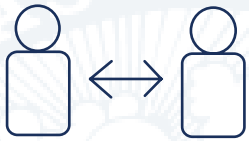
WEST VIRGINIA STRONG

The Comeback



**A Guide to Safely
Hosting Live Performances**

A Guide to Safely Hosting Live Performances



Under Gov. Justice’s reopening plan, **West Virginia Strong — *The Comeback***, live performances may resume at outdoor facilities at the lesser of either 25% of outdoor capacity or 250 individual attendees, and live performances may be performed indoors only for the purposes of simulcast or other video broadcast. Notwithstanding such 25% outdoor capacity limitation, restaurants may also make available live music performances as entertainment at their licensed outdoor or open-air premises with appropriate social distancing between dining tables, in accordance with guidance issued by the West Virginia Alcohol Beverage Control Administration. Governor Justice has issued the following guidance to mitigate the exposure and spread of COVID-19. These guidelines, in addition to the guidelines established by the Centers for Disease Control (CDC) and the West Virginia Department of Health and Human Resources (WV DHHR), will help West Virginians enjoy and participate in live performances in a safer environment. Live performance venues are allowed and encouraged to implement more stringent protocols as they see fit.

As your live performance venue reviews and implements these new measures, we encourage you to share and discuss them with your employees and your patrons. Communicating enhanced cleaning and sanitization practices will make staff, performers, and patrons feel more confident in your operations.

Failure to adhere to these guidelines may result in appropriate enforcement measures.

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SOCIAL DISTANCING

- **Seating capacity:**
 - Indoor Live Performances: audience/attendees shall not be permitted.
 - Outdoor Live Performance: audience/attendees shall be limited to the lesser of 25% of seating capacity or 250 total attendees.
- **Social Distancing**: Implement strict social distancing guidelines of at least six feet between all individuals who do not reside together, modify scheduling to reduce unnecessary interactions to the greatest extent possible, adjust layout and close or restrict seating to maintain at least six feet of distance between attendees (e.g., close every other row, use assigned seating, use an usher to seat groups as they enter the theater and ensure proper distancing is maintained). Tape or other signage and markings should designate where attendees may sit or stand while ensuring appropriate distance. Congregation at or near the stage should be prohibited, and physical barriers or other measures should be introduced to keep attendees from congregating at any stage. Likewise, any points of potential congregation, such as dance floors or similar areas, should be closed to attendees. Face coverings should be required for attendees when social distance cannot be maintained, and singing by attendees other than performers should be discouraged to limit the possibility of transmission of the COVID-19 virus.
- **Face coverings**: Appropriate face coverings must be worn, when social distance cannot be maintained, by any in attendance at live music performances, including when such performances are held in outdoor or open-air settings. Exempt from this requirement are those who the CDC recommends do not wear such face coverings: children younger than 2 years old, anyone who has trouble breathing through a face covering, and persons who unable are to remove the face covering without assistance.
- **Common areas**: Do not allow attendees to congregate in any common areas. Design a process to ensure attendee separation when seated, waiting to be seated, waiting for the restroom, and/or waiting for concessions; the process can include ground markings, distancing, or waiting in designated areas.
- **Separate entrances**: If possible, use an exit from the facility separate from the entrance.
- **Vendors**: Remind third-party delivery drivers and any suppliers of distancing requirements.

REDUCING CONTACT

- **Attendee Traffic**: Clear paths should be designated to allow attendees to enter and exit the venue or their designated seating area to access the restroom and to obtain food and/or beverage without breaking social-distancing requirements. Use signage and other physical barriers, as necessary, to ensure attendees and staff maintain appropriate social distancing.
- **Limit staff contact with attendees**: Limit contact between workers and attendees to the maximum extent possible by, for example, implementing touchless ticketing and payment mechanisms.
- **Ticketing**: Attendees should be encouraged to purchase tickets in advance, by methods other than cash if possible. Where attendees do use ticket counters, such common surfaces and touchpoints must be cleaned frequently and appropriate PPE must be worn.
- **PPE**: All staff and attendees should be required to wear appropriate personal protective equipment (PPE), including appropriate face coverings when social distance cannot be maintained, and plexi-glass or plastic barriers should be implemented to reduce contact between staff and attendees.

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OPERATIONS & SAFETY PROTOCOLS

- **Symptom Screening:** Screen all staff reporting to work for COVID-19 symptoms with the following questions:
 - Have you been in close contact with a confirmed case of COVID-19?
 - Are you experiencing a cough, shortness of breath, or sore throat?
 - Have you had a fever in the last 48 hours?
 - Have you had new loss of taste or smell?
 - Have you had vomiting or diarrhea in the last 24 hours?
- **Temperature checks:** Staff and patrons are encouraged to take their temperature prior entering the live performance venue. If their temperature measures over 100 degrees, the individual should notify management and not return that day and any future days when the temperature is over 100 degrees.
- **Sick individuals:** Direct any staff or patrons who exhibits COVID-19 symptoms (i.e., answers yes to any of the screening questions or who is running a fever) to leave the premises immediately and seek medical care and/or COVID-19 testing, per CDC guidelines. Employers should maintain the confidentiality of staff members' health information.
- **At-risk individuals:** Consider special accommodations for staff that are members of a vulnerable population, like senior citizens or immunocompromised people, including encouraging teleworking to the maximum extent possible among other measures.
- **Tracing:** Develop and implement policies and procedures for contact tracing following staff with a positive COVID-19 test and inform the local health department of such positive test and tracing.
- **Training:** Train all staff on the importance and expectation of increased frequency of handwashing and the use of hand sanitizers with at least 60% alcohol; provide clear instruction to avoid touching hands to face.
- **Preparation:** Thoroughly detail, clean, and sanitize the entire facility prior to resuming live performances and continue to do so regularly, focusing such cleaning and sanitation on high contact areas that would be touched by staff, performers, and attendees.
- **Cleaning solutions:** Cleaning products and protocols shall include EPA-approved disinfectants that meet CDC requirements for use and effectiveness against viruses, bacteria and other airborne and bloodborne pathogens. For more information, please refer to the CDC guidelines on disinfecting buildings and facilities.
- **Common Elements and Touch points:** All common touch points, point of sale equipment, doorknobs, light switches, and buttons should be cleaned and sanitized between each use or touch.
- **Restroom cleaning:** Clean and sanitize restrooms regularly, check restrooms based on the frequency of use, and ensure adequate supply of soap and paper towels at all times.
- **Hand sanitizers:** Provide hand sanitizer for use by patrons, including contactless hand sanitizing stations when available. If hand sanitizer is unavailable, ensure an adequate supply of hand soap is available for patrons.

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- **Limitations on Facilities:** The following should remain closed or limited to the maximum extent possible:
 - Install physical barriers (for example, plexiglass shields) and visual cues (for example, tape on the floors and walkways) and signs to ensure that staff and patrons stay at least six feet apart from those they don't reside with
 - Any food service should be run in accordance with current orders and guidelines for restaurants and/or bars, found at governor.wv.gov.
 - Restroom facilities should limit the number of users at any one time based on the facility size and current social distancing guidelines and such facilities should be regularly cleaned/sanitized per CDC recommended protocols.
 - Water fountains, common areas, break rooms, ticket counters, and other areas in which patrons or employees may congregate should be limited to the greatest extent possible, and where such are not closed off, must be cleaned/sanitized frequently.

COMMUNICATING WITH ATTENDEES

- **Post signage:** Post extensive signage on health policies, including the following documents throughout the facility to help educate all on COVID-19 best practices:
 - CDC: Stop the Spread of Germs
 - CDC: COVID-19 Symptoms
- **Install barriers:** Where practicable, physical barriers such as plastic partitions or plexiglass at cash registers or ordering windows should be used.
- **Use technology:** Use technological solutions where possible to reduce person-to-person interaction: mobile ordering, mobile access to menus to plan in advance, text on arrival for seating, and contactless payment options.

In addition to the specific guidelines above, businesses, their employees, and the public should be mindful of additional applicable guidance, found at governor.wv.gov.