

Fall 2020/Spring 2021 Theatre & Dance Protocols for Covid 19 Pandemic

Revised: 11/16/2020

General Items

1. All spaces need to track who is in the room and for how long.
 - a. Instructors are required to take attendance of all students in the spaces for classes.
 - b. Stage Managers will track attendance for rehearsals.
 - c. Temperatures may be tracked per rehearsal
2. Masks must be worn by all occupants of all spaces at all times.
3. All Labs, Studios and Shops with extensive movement need to work on a 40 minute work period with a 30 minute break to allow the air to circulate.
4. Classes that are sedentary can sit the entire class period.
5. Traffic patterns marked out with signage:
 - a. Spaced out queue lines for one door entrances.
 - b. One way paths with rooms with two doorways
6. Each Entrance will have a **hand sanitizing station**.
7. Rooms have been marked with social distance seating and lecturing positions.
8. **All students and staff are required to follow current Rowan Covid-19 protocols at all times.**

Students Use of Spaces for Remote Classes

Students are allowed to use our spaces (Bunce 131,159) to participate in online courses with the following protocols:

1. Emailed/Written Permission from a Department Staff or Faculty member.
2. Said Staff or Faculty will unlock the room for the student.
3. All University protocols are to be followed ie Masks, Social Distancing etc.
4. If one student is in the room they can stay the whole class period, if 2 then they have to leave the room after one hour. No more than two people can be in the room.
5. After the class the student is responsible for wiping down any surfaces they touched. Cleaning wipes or Sanitizer and paper towels will be provided.
6. When leaving the space the student needs to check out with the responsible Staff or Faculty.

Spaces- General

1. Room capacities were determined by physical measuring of the space and marking out 6'+ areas of social distancing. **We have purposely worked conservatively, exceeding the mandates put forth by the state and university.**
2. Common sense has to be used when entering and exiting a room, no crowds, space the line out.
3. At the end of the session the Team Member should usher each student out.

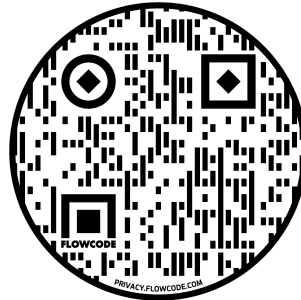
Space - Tohill Scene Shop/Lighting Shop

Capacity - 6 students in each area, per instructor

Hours - Work Calls and Stagecraft Fundamentals M - Th 12:30 - 6,

Additional Hours as Scheduled for Production Video Shoots

1. All work calls for Tohill will be recorded online. The Supervisor will check each worker in and out.
 - a. This survey is being used: <https://forms.gle/CHnMmEPhpvXkvPsQ9>.
 - b. This is a QRL code that is to be scanned with a phone that links to the survey. It is posted outside the entrance of the shop.



2. Clearly marked out safety zones around power tools.
3. Green Room, Tool Room, Office locked out
4. Clearly marked out traffic patterns from wood to tool etc
5. Windows will be opened and fans installed.
6. Cleaning supplies are on hand for tool wipe downs etc
7. Each student is required to wear a mask and purchase their own safety goggles.



Tohill Scene Shop with Socially Distanced Work Zones, Check in station with hand sanitizer and QRL code for Contact Tracing Survey

Costume Shop - CLOSED FOR FALL SEMESTER

**Design Studio(121) - Locked Down: No access for students.
Dirk Durossette will be teaching remotely from this room.**

Tohill Theatre (for Practical/Tutorial/Interactive Pedagogical Instruction)

Capacity - 29 in red seats one instructor on stage

Classes - Intro to Theater & Dance - 75 minute class time T-R 9:30 – 10:45

Drawing and Rendering will take over the whole stage.

Students are responsible for all personal supplies needed for class.

Stagecraft Fundamentals Shop Hours - T-Th 2 - 6 pm

Production Work-

For a Production Video Shoot in Tohill: Up to 10 Staff (typically includes: Director, Stage Manager, Assistant Stage Manager/Deck Person, Sound Designer, Sound Operator, Lighting Designer, Light Board Operator, Videographer, Camera Operator, Electrician)

1. Traffic from East Side in to seats, from seats out west side
2. Check in station at door with hand sanitizer
3. Seats are marked
4. Sound System is in place for instructors.



Room 159 - Locked Down For Now

Room 131 ON HOLD

Lecture Class

Capacity - 12 students 1 instructor

Times - 40 on 30 off (with sedentary only) full class time

1. Single entrance, spaced out que, wait outside in parking lot if feasible.
2. Chairs are set and marked 6' + distance apart
3. Instructor has designated area

Rehearsal Protocol

1. Max. capacity: 3 actors plus 1 director
2. Maximum 40 mins of rehearsal at a time with 30 mins break between
3. Must rotate between two rooms for
4. All windows and doors must be fully opened
5. 6 ft separation of performers if not talking
6. 8 ft separation of performers if doing text plus no text directly facing another performer
7. SM oversees rehearsal remotely from another room



131 with seats marked and instructor area.

Dance Studio - Upper and Lower

No Fall 2020 semester classes will be conducted with students in these spaces.

Since dance classes cannot adhere to the 40/30 time constraints and the air quality in the lower Memorial studio is not conducive, Memorial Studios will be closed for classes this semester.

Fall 2020 Rehearsal Protocol for *Small Gifts*

Capacity:

1 Choreographer/Director Lower studio

1 Dancer Upper studio - no videographer will be present for rehearsal

1. Enter Memorial Hall through the glass doors facing the lawn and proceed immediately to the appropriate studio.

2. Arrive dressed for rehearsal. Wearing a mask is mandatory at all times. Socks are required in the studio. No bare feet.
3. Need sign on glass doors indicating Dance Faculty, Staff, & Students Only.
4. Touchless hand sanitizer stations, automatic paper towel dispensers, cleaning/sanitizing solutions needed for both studios. Wet mop swiffer with stock of disposable cleaning pads.
5. Single use sanitizer wipes for use on technical equipment/smart carts. Disposable plastic gloves for faculty/staff to reduce contact with personal devices and use for cleaning.
6. Exit the building by going down the hallway away from the upper studio, through the door, and out the exit to the left.

If the rehearsal schedule includes same-day use of the upper studio successively by multiple students, the studio space must be sanitized between student use.

Wilson 114 -

Micheal Dean Morgan’s classes - Voice for the Stage - (no scheduled meetings in the FALL 2020)

Capacity - 11 students one instructor spaces for chairs are all marked out with an instructor zone by monitor.

1. IN door is the WEST side door , OUT door is the EAST side (There are two bathrooms)
2. Staggered loading in the room, from back to front.
3. Exit out the other door.



Acting Concentration Protocols For Rehearsal and Classes

Outside (open walled tent or open uncovered space)*

Outdoor Gatherings - From NJ Covid:

- **General outdoor gatherings** must be limited to 500 people and social distancing must be practiced. Effective November 23rd, general outdoor gatherings must be limited to 150 people.

Contact practices, no-contact practices, and competitions for sports defined as "Low Risk", "Medium Risk", and "High Risk" are permitted in both outdoor and indoor settings. **Low-risk, non-contact sports** include golf and tennis. **Medium- and high-risk sports** include baseball, softball, soccer, basketball, football hockey, judo, boxing, karate, wrestling, rugby, and group dance. - NJ State Covid Site

- All participants masked
- 6 ft separation of performers if not talking
- 8 ft of separation of performers if doing text
- Number of students can be up to 20 (150 is the state mandate so 20 is arbitrary)
- Rehearsals can be the normal time periods with set breaks
- If people need to eat or drink maintain an 8' social distance
- No touching
- No sharing or props
- Props and furniture sanitized by SMs before each rehearsal and change in cast call
- Wear cleaned rehearsal-specific clothes each day
- Hand sanitizing upon entrance, including from breaks
- ***If there is any positive test in cast/crew, in person rehearsals/classes pause for 48 hours and only resume when all cast/crew have tested negative.**

Standard for all spaces

- No touching
- No sharing or props
- Props and furniture sanitized by SMs before each rehearsal and change in cast call
- Wear cleaned rehearsal-specific clothes each day
- Hand sanitizing upon entrance, including from breaks
- ***If there is any positive test in cast/crew, in person rehearsals/classes pause for 48 hours and only resume when all cast/crew have tested negative.**

SM tracks all calls and who was present at each call. Temperatures may be tracked per rehearsal.

Any student may opt out of in-person rehearsal or class.

Inside (rehearsal room with openable windows – ie 131)

Max. capacity: 3 actors plus 1 director

Maximum 40 mins of rehearsal at a time with 30 mins break between

Must rotate between two rooms for

All windows and doors must be fully opened

6 ft separation of performers if not talking

8 ft separation of performers if doing text plus no text directly facing another performer

SM oversees rehearsal remotely from another room

QR scanning

Inside: Text Based Acting Rehearsals (Tohill Theater)

Max capacity: 8 actors plus 3 staff

Maximum 60 mins of rehearsal at a time with 30 mins break between

Can rotate with smaller rehearsal room for continuous work

6 ft separation of performers if not talking

8 ft separation of performers if doing text plus no text directly facing another performer

Staff must be separated by 10 feet

Standard for all spaces:

- No touching
- No sharing or props
- Props and furniture sanitized by SMs before each rehearsal and change in cast call
- Wear cleaned rehearsal-specific clothes each day
- Hand sanitizing upon entrance, including from breaks
- ***If there is any positive test in cast/crew, in person rehearsals/classes pause for 48 hours and only resume when all cast/crew have tested negative.**