

# INTREPID THEATRE

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## INTREPID THEATRE RE-OPENING PLAN

As we move into Phase 3 of BC's [Restart Plan](#), Intrepid Theatre will gradually re-open for business starting on June 1, 2020. To start, our staff will resume limited work at our administration offices, and the Intrepid Theatre Club space will be available for some types of rental bookings.

Club rental activities that we can accommodate at this time are:

- Rehearsals, classes, audio or video recording sessions limited to a maximum of 4 participants total
- Events that are public via livestream

At this time we can't accommodate a live audience, however we will revisit options for live audience as guidance is given from the BC provincial health officer and other authorities.

In order to keep our staff and clients safe and reduce risk to the general public, staff and rental clients must abide by Intrepid Theatre's health and safety rules created in accordance with WorkSafeBC regulations and guidance from the BCPHO. We'll be reviewing our plans regularly as the situation develops and will update them as needed.

We're not able to make the Metro Studio Theatre available to rent at this time, however we are developing plans for a safe reopening of the Metro when it becomes possible.

The Intrepid Operations Team

Justine Shore, Operations and Rentals Manager  
Owen Schellenberger, Production Manager

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## SAFETY PLAN FOR INTREPID THEATRE CLUB RENTAL USERS:

- **Maximum of 6 participants** total in the Club
- Consecutive days may be booked by the same group; a 72 hour gap between bookings by different groups will be in place
- All rental dates and times must be confirmed with Justine Shore (Operations and Rentals Manager). If you make any changes to plans or adjustments to times, please let her know in advance
- **Symptoms and isolation** – no one may enter our space if, as per the BC provincial health officer:
  - You have had symptoms of COVID-19 in the last 10 days (you must self-isolate.)
  - You are under the direction of the provincial health officer to self-isolate
  - You have arrived from outside Canada, or have been in contact of a confirmed COVID-19 case (must self-isolate for 14 days)
- **Physical distancing** – renters must remain physically distanced (6 feet/2 meters) from staff or other outside persons when in the building
- **Masks** – renters must wear masks when passing through the Lobby common area to access the Club, and if situations arise where it is not possible to maintain physical distancing from staff or other outside persons. A personal cloth mask or disposable surgical grade mask is acceptable; Intrepid will have limited disposable masks available for a minimal cost.
- Contact tracing – everyone entering the space will be asked to sign in and provide contact information

- Contactless payment – for the time being we are only accepting contactless payment via tap or e-transfer (no cash please)
- All rental activities will be restricted to the Club space, minimizing contact to surfaces in the Lobby area. Renters are required to wash their hands thoroughly upon arrival and go directly into the Club. Other office areas including the bar/kitchen area are restricted to staff only please
- The main exterior doors will remain locked during bookings, with a note to knock for entry. The Intrepid offices will be accessed by appointment only; for now we won't be open to drop-in traffic
- One washroom will be designated for the use of Club users, and users are asked to wash their hands frequently
- Hand sanitizer stations will be available throughout the space
- When bookings are scheduled while a staff member is on site, the physical distancing requirement of at least 6 feet (2 meters) must be respected. Intrepid staff will stagger work schedules to limit the number of occupants in the space each day
- In order to minimize contacts, keys will be available via a lock box. At the end of a booking, keys can be dropped through the door slot for sanitization. If you are booked in for consecutive days, keep the key until the last day of your booking
- The back hallway will be restricted to emergency exit use only. Club users may not store items there or make use of equipment stored there
- Cleaning supplies will be provided so that renters can wipe down surfaces that they have touched as they leave each day, including the key before dropping it.
- Intrepid will also be following an enhanced cleaning protocol in all spaces each day, each week, and between rental bookings.
- When leaving ensure the lights are off and the door is securely locked behind you – give the door a tug to make sure!

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## **EQUIPMENT AND TECHNICAL SET UP AVAILABLE TO INTREPID THEATRE CLUB USERS:**

- A limited number of tables and chairs will be placed in the Club for the use of renters. If you need additional items please bring them with you and remove them at the end of the day
- A drinking water dispenser will be placed in the Club solely for the use of renters. Renters should bring their own reusable cups, etc. (all shared kitchenware will be removed), and should take all items with them when leaving at the end of the day as anything left behind will be disposed of
- A basic theatre lighting plot will be available with overall level control of the whole lighting look only. Additional lighting control will not be available to Club users at this time due to the difficulty of sanitizing control consoles on an ongoing and repeated basis
- Connection to the PA system will be provided via a Bluetooth receiver. A base system volume level will be set and users can change the volume on their own device
- Access to connect to the video projector will be available on a by-request in advance basis
- Access to the technical booth is restricted to Intrepid staff only
- Problems with technical equipment should be passed along to Justine and we will address them as quickly as possible in the circumstances.
- Specific requests to change the technical set up (lighting/focus, audio, etc.) can also be communicated to Justine, however for the time being our ability to customize will be limited
- Access to WiFi and a wired Ethernet connection will be provided in the Club for streaming, however users are responsible for other aspects