



## PERFORMANCE SAFETY POLICIES AND PROTOCOLS

When you're ready to return to The Cabaret, we are at the ready to deliver state of the art cleanliness to prioritize your well-being and innovate for a healthier tomorrow. We've taken a structured approach to address every stage of your experience. In each area we focus on cleanliness, social distancing and providing important safety information to our guests.

### Staff

- All Cabaret staff members have committed to getting the Covid vaccine prior to reopening.

### Facility Readiness & Safety

- **State of the Art Air Purification**

To help protect our patrons, volunteers, and artists from the spread of the COVID-19 virus, The Cabaret has installed the latest and most effective air cleaning system, "Needlepoint Bipolar Ionization" in our facility's HVAC system. The highest rated system of its kind, created by Global Plasma Solutions, has been labelled the "gold standard in air purification" and is the same air purification system and protection used by such institutions as Harvard University, Mayo Clinic, the US Army and the White House. Global Plasma Solutions patented technology is UL Validated to be OZONE-FREE producing no ozone, aldehydes, or other harmful byproducts

*NPBI technology utilizes specialized tubes that take oxygen molecules from the air and converts them into charged atoms (ions) that attach to airborne pathogens, such as viruses, bacteria, allergens causing a chemical reaction on the cell membrane's surface. This deactivates the viruses, rendering them inactive and reducing 99.9% of microbes in a matter of minutes so they can no longer spread or cause infection. Ions also attach to expelled breath droplets and dust particles that can transport viruses, enlarging them so they're more easily caught in filters. It's an active process that provides continuous disinfection.*

- **Touch Free Restroom Conversion**

Restroom conversions to touch-free operation: To facilitate the safe use of our guest restrooms at The Cabaret, we have retro-fitted our restroom fixtures with touch-free hardware. All toilets, urinals, water faucets, soap dispensers and paper towel dispensers will now accommodate touchless operation.

### Facility Cleaning and Maintenance

- The Cabaret has arranged for the following enhanced facility cleaning procedures by our professional housekeeping contractor:
  - All cleaning and sanitizing products used by cleaning contractors will be approved by The Cabaret for maximum sanitation effectiveness.
  - The facility will be cleaned prior to and immediately following the end of each show or event by our cleaning contractor.
  - The facility will be deep-cleaned and sanitized additionally by cleaning contractors once per week.
  - Restrooms, door handles and bar area will be cleaned periodically throughout shows and events.
- Restroom access will be limited:
  - Maximum capacities at one time will be posted on restroom doors.

- Women's restroom occupancy limited to four patrons at one time. Men's restroom occupancy limited to two patrons at one time.
- Every other toilet, urinal and sink will be posted with "No Access" signs.

### Signage

- The Cabaret will post signage alerting staff and visitors of established safety protocols:
- Lobby and other areas will be marked with directional floor signage to control crowd flow.
- New Covid-19 protocols and policies will be posted, including face mask requirements and limited restroom occupancy.
- Catering staff protocols will be posted in the kitchen area.

### Restrooms

Restroom attendants will regularly clean the restroom surfaces and door handles throughout the evening and regulate a limited number of patrons allowed access to the restrooms at one time.

- Maximum capacities at one time will be posted on restroom doors.
- Women's restroom occupancy limited to four patrons at one time. Men's restroom occupancy limited to two patrons at one time.
- Every other toilet, urinal and sink will be posted with "No Access" signs.

### Valet

- Valet attendants will wear masks and gloves while working.
- After parking a vehicle, valet attendants will disinfect the vehicle's steering wheel, gear shift, door handles and seat.

### Coat check

- Coat check service will be suspended until further notice.
- All volunteers will be trained in proper protocol and will be provided with face masks and gloves to wear at all times.

### Security detail

- Officers will wear masks and gloves during shifts.
- Officers will be trained in The Cabaret's safety protocols.
- Entrance doors will be propped open for a no contact entrance.

### Face Coverings

We continue to monitor and add safety measures based on guidance from the Centers for Disease Control and Prevention (CDC) and other government organizations.

- All Cabaret employees are required to wear a face covering at all times while at The Cabaret.
- All Patrons and volunteers will be asked to wear masks when not eating or drinking and when not seated at their assigned table.
- The Cabaret will have a reserve of disposable masks available at the front lobby for visitors to use as needed.

### Hand Sanitizer Stations

- Hand sanitizer and hand sanitizer stations will be in the lobby entrance, theatre entrances and throughout the theatre.

### Ticketing

- Single parties only will be seated at each table; no combining of multiple parties at the same table will be allowed.
- We are no longer seating unaffiliated parties at the same table. As such, tickets will be sold in quantities of 2, or 4 people.

- A limited number of single tickets are available by contacting the Box Office at [info@thecabaret.org](mailto:info@thecabaret.org).
- Ticket holders will be assigned to a staggered seating schedule for their pre-show arrival to the theater. The seating process will be spread out over 1½ hours prior to the start of the start of the show.

### Theater Seating Configuration

- Seating capacity has currently been reduced from 200 to 100 (or less, depending upon guest seating configuration). Some tables and chairs have been removed, allowing distancing between each table.
- Front row tables have been moved back to a distance of a minimum of six feet\* away from the front of the stage. \*(The Cabaret will be continually monitoring the guidelines for recommended distance from the stage when presenting artists/musicians that create forced exhalations such as singing and playing wind or brass instruments.)
- We will continually update our seating map to adhere to all official guidelines regarding social distance requirements as they evolve.

### Check in

- **Health Screenings**
  - **All guests will be screened prior to entering the theatre, including a temperature check.** Individual digital thermometers will be provided to all staff to support the screening process.
  - **Guests will be educated in advance via the ticketing process and via pre-show emails, and should NOT come to The Cabaret under any of the below circumstances:**
    - ✓ Guest has knowledge of being exposed to a person who has tested positive for COVID-19 within the last 14 days.
    - ✓ Guest has a temperature exceeding 100.4 degrees.
    - ✓ Guest is feeling sick or experiencing any symptoms of COVID-19: fever, cough, difficulty breathing, chills, headache, muscle pain, sore throat, or new loss of taste or smell.
  - Guests who fail the pre-screening will be asked to leave the premises immediately and will be provided a ticket credit to be used for another performance.
  - Security will be on hand to facilitate compliance with safety policies.

### Reducing Congregating and Congestion

- In order to reduce congregating and congestion in common spaces and bathrooms, there will be no intermissions during shows.
- To prevent congestion during departure at the end of a show, patrons will not be allowed to depart all at once: tables will be released row by row in an orderly manner, beginning with the back row and progressing to the front row.
- The Cabaret will suspend pre and post-show receptions and audience meet-and-greets with performers.
- Patrons will not be allowed backstage to meet the performers.

### Performers/Artists/Musicians

- **Health Screenings**
  - **All artists/musicians will be screened prior to entering the theatre, including a temperature check.** Individual digital thermometers will be provided to all staff to support the screening process
  - **Artists will be educated in advance and should NOT come to The Cabaret under any of the below circumstances:**
    - ✓ Artist has knowledge of being exposed to a person who has tested positive for COVID-19 within the

- ✓ last 14 days.
- ✓ Artist has a temperature exceeding 100.4 degrees.
- ✓ Artist is feeling sick or experiencing any symptoms of COVID-19: fever, cough, difficulty breathing,
- ✓ chills, headache, muscle pain, sore throat, or new loss of taste or smell.

- **Dressing Room Suite**

- Dressing rooms will be thoroughly cleaned prior to and following shows.
- No more than two people will be allowed in each dressing room at one time.
- Face masks, hand sanitizer and sanitizing cleaner will be available in each dressing room and restroom for use by the performers.
- Only unwrapped and unopened food and beverage will be placed in the dressing rooms for performers consumption.

- **Transportation**

Transportation services provided for performers will include:

- Vehicle's interior and exterior door handles will be disinfected prior to pick-up.
- Drivers will wear mask and gloves while transporting the performers.
- Vehicle will be stocked with masks, gloves and hand sanitizer for performers use.
- 3<sup>rd</sup> row seating in the vehicle will be available for maximum distancing while in transit.

- **Safety on the stage**

- A/V technicians will wear masks and gloves during the sound checks and shows.
- Microphones and stage equipment will be sanitized prior to the sound check, following each sound check and following each show. Microphones will also be equipped with microphone "masks."
- Each performer, announcer and musician will be provided a separate microphone to use; no sharing of microphones will be allowed.
- Only the a/v technician will be allowed inside the a/v booth area before and during the shows.
- Performers will be required to social distance from other performers on stage and from the audience.

### Contract Tracing

- All audience ticket purchasers, all performers, staff, volunteers and vendors will be notified immediately if anyone present at an event has been discovered to have Covid-19.

### Catering Staff

The following protocols are to be implemented by all catering staff upon arriving to work at The Cabaret facility:

#### Staff Health Screenings

- Catering staff are instructed not come to work at The Cabaret if they are experiencing any of the following:
  - A temperature exceeding 100 degrees.
  - Exhibiting flu-like symptoms (e.g. cough, body aches, chills, headache, sore throat, shortness of breath).
  - They have been exposed to the COVID-19 virus.
- If catering staff exhibits any of the above symptoms while at The Cabaret, they must 1) remove themselves from the building, 2) notify their supervisor, who in turn must notify a Cabaret staff member, 3) leave the building immediately and instructed to take a Covid-19 test. If they have illness associated with COVID-19, they will not be allowed to return to The Cabaret until after 10 days of home isolation and with a medical authorization.
- Temperature check and health questions will be administered to catering staff upon arriving to The Cabaret to work. If they exhibit any of the above symptoms, they will be sent home immediately and instructed to take a Covid-19 test. They will not be allowed to return to work until after a 10-day quarantine and a negative Covid-19 test result.

- Staff will be notified if they have been exposed to another staff member testing positive with Covid-19 and will be instructed to quarantine for 10 days before returning to The Cabaret.
- All catering staff are to be trained in protocols for required hygiene and revised proper service procedures.
- Masks and gloves are required to be worn by all servers and bartenders at all times, including during food prep and dining room set-up.
- Hand sanitizer will be available at the bar and in the kitchen area. Catering staff will be encouraged to hand wash and use hand sanitizer frequently.
- Following a show or event, caterers will clean and sanitize all surfaces including bar, tabletops, kitchen area and door handles.

#### **Food Service**

- Menus will be laminated and sanitized before and after each use
- Walk up bar service will be suspended.
- Plate covers will be placed on all food dishes during delivery to table.
- Beverage covers will be placed on all beverages during delivery to table.

#### **LIABILITY WAIVER & DISCLAIMER**

All ticket holders, guests, artists, staff and volunteers agree to enter at their own risk. This disclaimer is present throughout the ticket purchase process as well as posted in several locations inside the venue. Your health and safety are our top priority. The Cabaret will endeavor to comply with state and local orders while following CDC and Indiana Board of Health guidelines on social distancing, face coverings, and capacity. You acknowledge and agree that The Cabaret shall not be responsible for any illness to persons of your household, family, social circle or yourself, and any corresponding damage, claim, or expense, of any kind, that you, your family members, your household or social circle may experience or incur in connection with contracting COVID-19 as a result of visiting The Cabaret.

