

COVIDSafe Plan

Updated: 12 November 2021

This COVIDSafe plan aligns with the ACT's Pathway Forward: <https://www.covid19.act.gov.au/act-status-and-response/the-acts-pathway-forward>

This plan is subject to ACT Government Public Health Directions. For the latest restrictions visit: <https://www.covid19.act.gov.au/home>.

For the most recent version of this plan, visit <http://www.agac.com.au/about/covid-19/>

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COVIDSafe Plan

From 12 November

	Arts centre access	Facility operations	Programs, events, hires	Communications	Staff and board
Step 4	<p>Arts Centres open to the public.</p> <p>Check in CBR app must be used, no paper record-keeping permitted. Tablets available at events and at front reception. Hirers to make sure all guests are checked in (use "add person" app function if necessary).</p> <p>Generally, no density limits outdoors, and a 1 person per 2m² limit indoors (unless other activity-specific density limits apply).</p> <p>Masks must still be worn (by those 12 years or older)</p> <ul style="list-style-type: none"> - in all indoor common areas (main office, corridors, shared kitchens and bathrooms) - in workplaces (studios, offices, co-working) unless alone or seated/standing at a workstation and 1.5m from others - by audiences during performances. <p>Masks are not required</p> <ul style="list-style-type: none"> - Outdoors (including covered walkways) - Inside a hired classroom or venue provided that: the venue hirer is not hosting a performance or organised public event <p>Specific rules apply for theatres, events, and weddings (see Programs, events, hires column).</p> <p>Sage Restaurant and Mint Bar are able to have 25 people across the venue before density limits apply (excl. staff) OR one person per two square metres per usable indoor space (excl staff). No density limits apply to outdoor spaces. Eating and drinking while standing is permitted. Dancing is permitted.</p> <p>Signs to be displayed at the entrance of each space specifying occupancy limit. Everyone to comply with hygiene protocols, including sanitising hands.</p> <p>You must stay at home if any symptoms of illness or contact with a COVID-19 carrier.</p>	<p>Gorman Arts Centre office open 10am till 4.30pm Monday to Friday.</p> <p>Ainslie Arts Centre office open 10am till 4.30pm Monday to Friday.</p> <p>Indoor spaces to be limited by 1 person per 2m².</p> <p>Venues at both centres open for approved uses (see Programs column).</p> <p>Overall COVIDSafe Plan in place.</p> <p>Maintain increased cleaning schedule (greater frequency and level of detail, plus extra cleaning by staff).</p> <p>Hygiene checkpoints at all major entrances, with signage and hand sanitiser.</p> <p>Bathrooms return to normal operation.</p> <p>Monitor person limits, especially in small foyers, waiting areas, and breezeways.</p> <p>Residents and hirers require their own COVIDSafe plans.</p> <p>Public events require COVIDSafe risk management plans.</p> <p>Defer to authorities for emergency medical responses/pandemic care locations; facilitate contact-tracing activities that may be required.</p>	<p>Events must be ticketed or pre-registered.</p> <p>Eating and drinking while standing is now permitted.</p> <p>Concerts, performances, exhibitions allowed.</p> <p>Fixed seating venues (RWT, C Block and A Block) at 100% audience capacity.</p> <p>Unfixed seating venues (AMH, GMH, F Block, B Block) at 1 person per 2m² plus 25 workers, performers.</p> <p>Exemptions may be sought for unfixed seating venues to operate events at 3 people per 4m².</p> <p>Weddings within permitted limits.</p> <ul style="list-style-type: none"> • Indoor and outdoor 1 person per 2m² • Staff, celebrant, and couple to be included in above figures, • Eating and drinking allowed while standing • Dancing permitted <p>Support physical and digital programming on-site (with appropriate tech support and hygiene controls) as required.</p> <p>Audience patrons for performances to wear mask while seated in the venues.</p> <p>Audience patrons can remove their masks while eating or drinking. All venues are food and drink free.</p> <p>Performers and musicians can remove their masks for performances and rehearsals both onstage and back of house.</p> <p>Tablet to be used for patrons without Check in CBR app.</p>	<p>Notify residents, staff, hirers via direct email.</p> <p>MYBOS: Update advice to Step 4 status.</p> <p>Website: Update advice to Step 4 status.</p> <p>Social Media: update on changed restrictions, now includes theatres and gallery exhibitions.</p> <p>Info Hub: Health guidelines displayed on info screens.</p> <p>Update signage as required.</p> <p>Observe privacy protocols where personal information collected and/or COVID-19 infection notification required.</p>	<p>Board meets face-to-face.</p> <p>All staff return to work on site.</p> <p>Crisis Management Team meets as required.</p> <p>WHS team meets fortnightly.</p> <p>Face-to-face team meetings where appropriate.</p> <p>Normal duties as required.</p> <p>Front of House, Box Office and Bar staff to wear masks while working with public.</p> <p>Customer facing roles are required to wear face-masks.</p> <p>Copy of A+G Covid Safe Plan to be printed and accessible in all venues.</p> <p>DM Staff to be inducted and aware of the Covid Safe Plan.</p> <p>All staff to sign in using Check In CBR app.</p> <p>Training for duty managers and event staff to oversee implementation of this plan.</p> <p>https://www.covid19.act.gov.au/restrictions/covid-safe-events</p>



Venue Capacity

		Step 1: Lockdown continues	Step 2: Lockdown lifted	Step 3: Further easing	Step 4: Further restrictions reduced	Regular capacity
GORMAN ARTS CENTRE						
A Block	QL2 Dance Theatre	-	-	39 or audience capacity of 74 on fixed seating bank	50 or audience capacity of 98 on fixed seating bank	98
B Block	Hall	-	-	23	46	46
	Meeting Room (Gorman Commons)	2 (resident and staff use only)	2 (resident and staff use only)	2	5	5
	Seminar Room	8 (resident and staff use only)	8 (resident and staff use only)	8	16	16
C Block	Theatre *	-	-	42 or audience capacity of 57 on fixed seating bank	42 or audience capacity of 77 on fixed seating bank	122
D Block	QL2 Dance Studio	-	-	37	74	74
E Block	Ralph Wilson Theatre *	-	-	25 or audience capacity of 49 on fixed seating bank	40 or audience capacity of 66 on fixed seating bank	101
	Seminar Room *	6 (resident and staff use only)	6	23	23	23
F Block	Hall *	-	-	56	113	200
G Block	Gorman Main Hall *	-	-	27	56	97
H Block	Sage Restaurant	-	22	22	45	45
	Dining Courtyard (Mint Bar)	10 (take away only)	35	35	TBC	71
Courtyards	East and West	10 (Weddings only)	25 (Weddings only)	150 each	263 each	441 each
Gorman Site Totals** at 1 person per 2sqm			Approx. 9,228m ² site = 4,614 people		Approx. 3,357m ² building footprint (indoor space) = 1,678 people	
AINSLIE ARTS CENTRE						
Rehearsal pods *		-	-	2	2	2
Classroom 1 *		-	-	25	40	40
Classroom 2 *		-	-	25	27	30
All other classrooms (Rooms 4, 5, 6, 11, 13 and 14) *		-	-	25	29	30
Reception Hall		-	-	50	103	200
Function Room *		-	-	25	41	70
Ainslie Main Hall *		-	-	60	120	232
Ainslie Site Totals** at 1 person per 2sqm			Approx. 13,277m ² site = 6,638 people		Approx. 1868m ² building footprint (indoor space) = 934 people	

* Hireable Venue

** Please note these figures are approximate and indicative only. They are subject to occupancy loading and fire regulations.

