

A. Classrooms

1. Assigned seating will be used in all classes.
2. Attendance will be taken daily of students required to attend on that day.
3. Doorknobs will only be handled by the instructor.
4. Class will end a bit early.
5. Students will be given cleaning materials for their work area.
6. The faculty member will spray each work area.
7. At the end of class, students closest to the door will be given their materials first.
8. Once their area is cleaned, the student will dispose of the materials and exit.
9. Faculty members may request that the areas also be cleaned at the beginning of class.
10. No more than one student at a time is allowed in the short hallway outside B120.

B. Scene Shop – Stage – Lighting/Sound Gear

1. The stage will not be used for audience performances.
2. The house seating will be roped off to ensure the least amount of contamination.
3. The student is to provide their own goggles, face masks, and work gloves.
4. Students will be wearing goggles, face masks, and work gloves at all times when working.
5. Disposable gloves are available in the shop.
6. Each student is responsible for any tools/materials they are using.
7. Only one student will be assigned to each of the stationary power tools at a time.
8. The student will disinfect the tool they are working on before they begin working with it.
9. When a tool is done being used, the student will disinfect it.
10. At the end of the workday, student assistants will gather and disinfect any remaining tools.

C. Bea Wood Studio Theatre

1. The Studio has been stripped of all equipment to allow for socially distanced movement space.
2. No equipment, seats, risers, etc. will be permitted in this space. Acting exercise furniture is an exception and will be placed by instructor as needed.
3. The studio will not be used for audience performances.
4. THEA 2113 Movement I: Students will be required to have a Swiffer wet mop to clean their floor area both before and after use.
5. All directing exercises will be acted with masks while maintaining a six-foot distance between actors.

D. Costume Shop

1. The first person in each day will disinfect doorknobs, light switches, machines, machine tables, plastic dividers, irons, phone, etc.
2. Each person will sanitize their machine and bobbins before beginning and ending work.

3. Each person will have their own box of scissors, seam ripper, hem gauge, etc. Only that person is to handle the box and any items in it.
4. Use hand sanitizer before touching any iron.
5. Hand sanitizer will be provided at every iron, by the door, on the cutting table and at entry into the serger room.
6. Everyone working in the Costume Shop is required to wear an appropriate face covering at all times. Anyone working on a costume for a production is required to wear nitrile or latex gloves while handling the costume. It is recommended that everyone wear nitrile or latex gloves at all times.

E. Fitting Rooms

1. Social distancing is required. Only the person touching the actor can be within 6' of the actor.
2. Fittings will be held in dressing rooms and shower areas.
3. No more than 4 people (including the actor) may be at any fitting.
4. Safety pins will be kept in a large pin cushion and handled only by the person touching the actor.
5. The person touching the actor is required to wear nitrile or latex gloves.
6. Actors/costumers must sanitize their hands before and after a fitting.

F. Dressing Rooms

1. Each actor will have their own makeup station.
2. There will be no more than one actor every third makeup station. This may mean that the number of actors in the dressing rooms will need to be staggered.
3. Some costumes will need to be hung in the hallways rather than the dressing rooms in order to ensure 6' between actors.
4. Actors are to bring personal suitcase/closed bag in which to put their street clothes while in costume.
5. Actors will use hand sanitizer every time they get up/return to their station.
6. Actors must supply their own hairbrushes, combs, etc.
7. The usual makeup safety guidelines will still be in place (no sharing, etc.).

G. Greenroom

1. The Greenroom will remain locked and unavailable for student use during the pandemic. No exceptions.
2. Alpha Psi Omega officers who need access to the APO closet should request access by the sponsor. Only one officer allowed in the Greenroom at a time.