

# ISLAND SHAKESPEARE FESTIVAL PROTOCOL FOR ILLNESS

This policy was originally adopted to guide procedure during the COVID-19 Pandemic. As the pandemic has waned and COVID-19 variants have changed, this policy has adjusted to describe procedures for all contagious illness.

The Health Team members include Deciders: Executive Artistic Director, Operations Director, Production Manager; Advisors: Board President, Performance SM; Backstage Liaisons: Other Members of the Stage Management Team.

## COMPANY PROTOCOLS THROUGH REHEARSAL AND PERFORMANCE

### VACCINATION

- COVID-19: Because variants change rapidly and many populations are not eligible for or are not easily able to access current boosters, proof of vaccination is no longer required. ISF advises all company members who can stay up to date with boosters.
- Other contagious illness: ISF recommends annual flu vaccines and other inoculations as available.

### MASKS:

- Masks are recommended in indoor spaces for folks who have any symptoms of illness (cough, runny nose, chills, etc)
- Masks are not required outside (stage, backstage, etc). Individuals may elect to wear masks at any time.
- Masks are not required during a performance on stage for actors/company. Individuals may elect to wear masks during performance.
- We strongly encourage company members to continue to wear masks in indoor public places outside of the ISF campus regardless of state mandate.
- **IF TRAVELING WHILE ON CONTRACT WITH ISF:**
  - Please observe masking a social distancing and wash hands frequently.

### PHYSICAL CONTACT:

Company is not required to have physical contact with one another on or off the stage unless consent is given by all parties. (See Artist & Program Policies & Procedures)

### AUDIENCE INTERACTION:

- If desired, participants may wear masks during post-show Pass-the-Hat audience interactions.
- Participants may elect not to participate in PTH

# ISF COVID-19 PROTOCOL

## ILLNESS AND TESTING:

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- Participants will report any cold-like symptoms and/or fever to member of Health Team.
  - Participants experiencing the above symptoms will mask for duration of symptoms.
  - Participants experiencing fever should isolate until they are fever free for 24 hours without medication.
- Participants will report any known COVID exposure to member of Health Team.
  - Participants will mask for 3 days after exposure and will test daily for those 3 days. They may continue to work and may stop mask use if still testing negative with no symptoms 3 days after exposure.
- Participants with cold symptoms or fever may return to work and/or cease mask use if symptoms are consistently improving for 24 hours without medication and a negative COVID test result is obtained.
- See more in "Communications and Additional Steps Plan" for protocol in case of a positive or inconclusive result.

## SAFETY PROTOCOLS FOR AUDIENCE

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- We encourage audience to come and go from their seats as needed. We aim to minimize bathroom and concessions lines by keeping these areas open and available even when the performance is in session.
- In the case of a rain performance moving into the tent, masks will be recommended for audience.
- We encourage audience members to monitor their own symptoms and not attend a performance if they feel symptoms of illness.
- We do not require audience members to provide proof of vaccination.

## COMMUNICATIONS AND ADDITIONAL STEPS PLAN

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### IF COMPANY MEMBER HAS A FEVER OR TESTS POSITIVE FOR COVID (WITH SYMPTOMS):

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- Participant will report symptoms and test result and/or temperature to member of Health Team and will begin isolation period.
- Health Team member will email Daily Call List and Performance Report List to report participant quarantine and will assist SM team to adjust daily call accordingly, if necessary
- Stage Manager will inform all participants of illness and participant quarantine and will adjust rehearsal calls accordingly.
  - Any exposed participants will observe masking, social distancing, and no physical contact for three days.
- Participant may end isolation and return to work when fever-free without medication for 24 hours
- **Upon returning to work when symptoms improve,** Participant will wear a mask and implement social distancing for up to three days or until a negative test is obtained.

### IF A COMPANY MEMBER TESTS POSITIVE FOR COVID WITH NO SYMPTOMS:

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## ISF COVID-19 PROTOCOL

- Participant will report positive test result to Health Team member and may continue to work masked and socially distanced for up to 5 days or until a negative test result is obtained.
  - If no symptoms appear after 5 days, they may discontinue precautions
- Stage Manager will inform cast and crew of positive rapid test result, participant quarantine, and secondary test schedule, and will adjust rehearsal calls accordingly.

### IF MULTIPLE COMPANY MEMBERS FALL ILL RESULTING IN A PROLONGED POSTPONEMENT:

- Email blast to "All Audience"
- Website/Social Media updates as appropriate
- Emails to ticket holders a week in advance of their planned visit, as possible

### DOCUMENT REVIEW & REVISION HISTORY

ACTION	DATE	AUTHORIZED BY
Adopted	July 7, 2021	Olena Hodges - AD
Revised	May 9, 2022	Olena Hodges - EAD
Revised	May 31, 2023	Olena Hodges - EAD
Revised	May 14, 2024	Olena Hodges - EAD
Revised	August 6, 2025	Olena Hodges - EAD