

Arts Sector: Arts Education Organizations - Phase 1

Safeguarding Guidance

In addition to CDC guidelines, the State of New Hampshire recommends the Arts Education industry established measures to protect consumers and employees.

Employee/Volunteer Protection

1. It is recommended that employees who can work remotely should be encouraged to do so.
2. Follow Universal Guidelines.
3. Follow sanitation frequency guidance contained in this document at all times.
4. Where possible move to advance reservations and cashless based transactions, no paper receipts.
5. Employees/volunteers should wear masks and maintain social distancing while teaching.

Facilities/Spaces Preparedness

1. Hand sanitizing stations placed at entrances, exits and other high traffic areas inside the venue.
2. Sneeze guard barriers recommended at point of sale locations. All digital check-in/check-out where possible.
3. Organizations that have retail operations should follow Retail Guidelines and phasing.
4. Arts centers that have public performances and/or exhibitions should follow Performing Arts and/or Museum Guidelines and phasing.
5. Arts centers that have dressing/green rooms, lesson, practice and/or rehearsal rooms should follow Health and Fitness Guidelines and phasing.
6. Frequent cleaning/sterilization of high touch areas, with emphasis on 'front of house' areas.
7. Seated waiting areas should be arranged to meet social distancing guidelines. Parents should be asked to wait outside or in their vehicles, where possible. Centers should consider a drop off/pick up check in/out system that discourages group gathering near the door or in the waiting area.
8. Where possible, establish one-way flow through the center, to facilitate distancing.

Consumer/Patron/Student Protection

1. To create equity for those who will not access in-person programming, online/virtual programming should be continued.
2. Class and/or rehearsal size will be limited to 50% of maximum room capacity or 8 – 10 feet apart, whichever is less.
3. Class enrollment must be consistent. The classroom/rehearsal space will only be occupied by the enrolled participants and associated staff. Social distancing will be maintained and where not practical, cloth face coverings shall be worn. For intense physical activity like dance, masks can be removed during said activity due to safety concerns. Acrylic shields should be installed where appropriate for musicians who, due to the nature of their instruments, cannot wear face coverings when playing. Staggered scheduling is encouraged, as well as use of videoconferencing.

4. If staff or guests will be coming into the 6' – 10' range of each other, it is recommended that face coverings be worn. The organization has the right to require patrons to wear masks at all times while in the venue.
5. Minimum standards are signage must be prominently posted in the parking lots, and at the entrances of the venue, to ask customers regarding COVID-19 symptoms:
 - Have you been in close contact with a confirmed case of COVID-19?
 - Are you experiencing a cough, shortness of breath or sore throat?
 - Have you had a fever in the last 48 hours?
 - Have you had changes in your sense of taste or smell?
 - If you answered yes to any of these questions, please do not put our employees and other guests at risk and come back another day when you feel better.
6. Organizations may ask additional questions about recent travel and activities.

Business Process Adaptations

1. Organizations will designate a staff member to comply with standards and guidelines.
2. Hand sanitizer stations shall be made available in accessible areas such as entry points to facilities, restrooms, and point of sale stations.
3. Restrooms should be monitored and routinely cleaned and soap dispensers regularly filled.
4. Disinfect all surfaces including door handles, screens, phones, pens, keyboards and other areas of hand contact every two hours while the venue is open to the public or is staffed, at a minimum.
5. Restroom occupancy should be limited for group restrooms to incorporate social distancing, waiting lines outside of restrooms should be socially distanced.
6. Where practical, offer touch-free payment options at all point of sale locations. Use plastic shields or barriers between customers and staff at service counters.
7. Waiting spaces should be monitored for social distancing.
8. Encourage staggered arrival, timed with class/rehearsal starting times, where practical.
9. Common areas for staff such as green rooms, dressing rooms, rehearsal rooms, orchestra pits, kitchens and restrooms shall follow the guidance regarding cleaning, sanitizing, and social distancing. Appropriate precautions will be taken in close contact situations.
10. Organizations that have the flexibility to teach/rehearse and perform in outdoor spaces will be encouraged to do so, following all appropriate guidance.