

SILO THEATRE TRUST

COVID-19 Risk Mitigation Guidelines

Introduction

In keeping with our core value of *manaakitanga*, we are committed:

- to protecting our employees, contractors, partners and audiences from the harmful effects of COVID-19; and
- to playing our part in minimising the risk of COVID-19 transmission within our workplace and the wider community.

Risk Mitigation Guidelines

We will take a holistic approach and implement all possible risk mitigation measures depending on Government alert levels and guidelines, the amount of community spread of the virus, and the well-being of our employees, contractors and Board members, including the following:

- (1) Strongly encouraging full vaccination.
- (2) Observance of all other necessary risk mitigation measures that may be required, as and when appropriate, considering the dynamic and changing situation, including but not limited to:
 - a. Rapid Antigen Testing or other testing as appropriate
 - b. Advocating for and strongly encouraging mandatory mask wearing within partner venues as per government guidelines.
 - c. Social distancing.
 - d. Monitoring risk status
 - e. Observing good hygiene practices including but not limited to regular disinfecting of surfaces, hand hygiene and sneeze etiquette.
- (3) Complying with all applicable current public health advice in relation to audience attendance at venues when live performances take place.

Scope

This Policy applies to employees, contractors and partners (**Personnel** or **you**) of the Silo Theatre Trust (**Silo**), and any other visitors to a Silo office or rehearsal space.

Important terms

For the purposes of this Policy:

- *Contractor* means any person who is currently engaged as a contractor by Silo or who is in discussions about a prospective contract with Silo.

- A person is *fully vaccinated* two weeks after receiving the second dose of the Pfizer vaccine or such other vaccination that is endorsed by the Ministry of Health and, if they have become eligible for a booster vaccination, after receiving such booster vaccination.
- *Risk status* means confirming with a person:
 - whether that person is experiencing any symptoms of COVID-19;
 - whether they or anyone in their household has tested positive for COVID-19 and is required to be self-isolating in accordance with the Ministry of Health guidelines;
 - whether that person is currently awaiting a COVID-19 test result; and
 - whether (to their knowledge) they have been at a location of interest within the previous 14 days or have been in contact with a person that has tested positive for COVID-19 (together, these are the *risk factors*).

If a person confirms none of the *risk factors* apply, they are considered to be of *acceptable risk status* for the purposes of these guidelines.

Changes to the Guidelines

In accordance with best practice, these guidelines will be regularly reviewed and updated according to changing Government guidelines and Covid safe practices and policies.

Privacy

We will ensure that all information provided by you as part of these guidelines is handled in accordance with our obligations under the Privacy Act 2020.

Dated: 28 October 2021, updated on 28 January 2022 and on 28 July 2022

The Silo Theatre Trust