

Hello MTA Families!

September 27, 2020

We can hardly wait to see you all in person and wanted to communicate what we are doing regarding our sanitation procedures to be in compliance with the CDC. Please see the below updates and feel free to contact us with any questions.

### **Information for our Patrons**

We thank you in advance for your flexibility during this time so that we can engage in practices that are reasonable under the current circumstances. We are using many of the suggestions in the Event Safety Alliances' Reopening Guide.

**Seating will be spaced apart for social distancing. Audience members will be required to wear masks and will be temperature screened with touch-less thermometers before entering. If any audience members are experiencing symptoms and/or have a temperature of above 100.4, they will not be permitted into the theater and we will issue them a refund.**

### **Tickets:**

The show will likely sell out especially since we are only offering limited seating! Please try and have your family purchase their tickets together, if they would like to sit together.

There will be a limited number of seats available for each performance. Unless reserved seats are available when you purchase your tickets, tickets will be sold as General Admission and you will be put on a patron list where our Box Office Manager will assign you seats on a seating chart based on the order tickets were purchased. Buy your tickets early! If you require ADA seating, please contact our Box Office Manager Directly at [mtatickets@gmail.com](mailto:mtatickets@gmail.com).

The Box Office will be open one hour prior to the show start time. If you have already purchased tickets, ***please arrive at the theater 10-40 minutes prior to the start time.*** When you arrive at the theater, the usher will take your temperature using a touchless thermometer and will have you wait on an "X" in the Lobby to ensure social distancing. Then, you will be escorted to your seats.

### **Lobby:**

Lobby Restrooms will be all single-occupancy (ADA) as the ladies' restroom in the lobby will have one stall closed off.

Please take notice of the "Xs" in the Lobby should you need to wait in line behind someone. We will be social distancing in all lines (Restroom, Concessions, and Auditorium Entrance).

After the show, patrons will be dismissed one row at a time by the House Manager or Usher. Unfortunately, performers will not be greeting their fans in the Lobby. We will be implementing a pick-up process after performances via a car line behind MTA (between our building and the building behind us (SkinSport, etc.), dismissing performers one at a time from their social distanced seats in the backstage/dance room area.

Thank you again for your understanding while we implement these new procedures! We can't wait to see you at the theater!

## **Information for our Cast families**

### **Drop-off Procedures:**

Please arrive 10-15 minutes early for each rehearsal, and line up outside the theatre with a mask on, social distancing between the person in front of and behind you (unless they are family). Stage Management will check you in, one at a time, checking your temperature with a touchless thermometer and asking if you've had any symptoms including a fever, dry cough, loss of taste/smell, or other cold-like symptoms. Once you enter the Lobby, you will immediately wash your hands. You will also be required to wear a mask at all times and use hand sanitizer from our new touchless hand sanitizer stations. Put your belongings in the designated spot (each person will have their own area(s)). MTA Staff will make sure that the kids are feeling safe and will be in positive spirits the whole time!

### **Pick-up Procedures:**

Performers will be dismissed from rehearsal one at a time to wash their hands and then go to their designated spot in the Lobby for pick-up. Your child will walk to your car once we see you in the parking lot, or see you waiting outside. Stage Management will be on walkie-talkies for additional communication.

### **During Rehearsal Time:**

We are social distancing on and off stage, as well as for stage entrances and exits. This takes an extreme amount of thought and preparation and the performers are doing so great maintaining their distance. They are a variety of Xs and marks on the stage, number cards, name tags, etc., so the performers know where they should be at all times.

We also take breaks to wash hands.

We will have a designated area for your belongings, but please limit what you bring.

All Staff and Participants will be required to wear a mask until we receive information otherwise from the CDC. Props and set pieces will be wiped down daily by Staff if they are shared, but most of the time, the only person touching a set or prop will be the assigned actor. If a show is double cast, that set piece or prop is sanitized or we have double props. Actors' props will be put in their own baskets, and not on a prop shelf.

All food and drinks will be handled by Staff. If you would like to purchase something from the vending machine or other food/drink item, you will give them your money and they will get the item for you.

**Covid Waiver** - All parents must **print and sign the COVID-19 Consent and Waiver form** and send it with the student before they attend class.

### **Sanitation Checklist:**

We have a Sanitation Checklist that is displayed in the Lobby so Stage Management can be sure to keep up with the protocol. This checklist includes wiping down handles and hard surfaces with disinfectant wipes or spray, checking the levels of hand sanitizer, soap, and other supplies, and doing a thorough cleaning before and after rehearsal.

### **Within the theater:**

As always, we have a regular cleaning schedule from a professional cleaning crew throughout the building, in addition to our Stage Management cleaning schedule to keep our building in tip-top shape. Our facility is fully stocked with Lysol Spray, Clorox Wipes and Hand Sanitizer, as well as other supplies and essential oils. Additionally, we have hospital-grade, EPA-registered Rejuvenate products (spray disinfectants and disinfecting wipes). We have installed four touchless hand sanitizer stations (Lobby Entrance, Auditorium Entrance, Dance Room, Water Fountains). We are closing off our water fountains for the time-being, so please bring sufficient

water with you labeled with your name, or plan on purchasing water bottles from MTA. We are also utilizing multiple practice areas to keep numbers as low as possible in each area. Performers do not share seats, and during shows, the seats are sprayed and sanitized after each performance.

**During Performances/Shows:**

Backstage seating for the performers during shows will be 6 feet away between each cast member, unless that cast member is a family member, carpool buddy, etc.

**Audience Seating:**

There will be added space between each audience member or group, so we will not be selling all 110 seats to be sure to social distance. The seats are sprayed and sanitized after each performance.

**For our cast members, parent volunteers and class/workshop participants, we are asking:**

- Please stay home if you are sick or experiencing any cold/flu symptoms.
- Cover coughs and sneezes (cough into your elbow); wash/sanitize hands after doing so.
- Wash hands and use hand sanitizer regularly while at MTA

**Our staff members during this time will be instructed to:**

- Stay home if they are sick or experiencing any cold/flu like symptoms.
- Wash hands frequently and use hand sanitizer during their time at MTA.
- Wear masks at all times.

**Tech and Performances**

Masks must be worn at all times, except when eating a snack or lunch in the performers' designated social distanced spots.

## **General Sanitation Checklist – Stage Management, Staff, and Volunteers**

- Use EPA registered, hospital grade disinfectant wipes on all door handles, bathroom areas/fixtures, lobby tables/area, benches in dance room
  - Remember, not everyone will touch a door in the same spot, so be sure to wipe down the entire length of the door with a disinfectant that is safe on the material
- Stage Managers or House Managers to disinfect all Lobby surfaces, counters, office supplies such as staplers or tape dispensers, and pens
  - You may use the ready-to-use spray for this purpose; let items dry completely before using
- Ushers disinfect arm rests and seats in auditorium
- Disinfect bathroom sinks, faucets, toilet seats, flush handles, stall doors, and door handles
  - Nitrile gloves available for bathroom cleaning and trash
  - Wash hands when finished with bathrooms and trash; goggles are also provided
  - Ensure your face mask is clamped securely over the bridge of your nose, and that the draw strings have been pulled in so that the mask rests flush against your face along all edges
- Refrain from touching your face or anyone
- Because bathrooms tend to be damp, wear gloves and a mask for cleaning these areas
- Check that all soaps and hand sanitizers are full throughout the day
- Disinfect all door handles, lobby tables, electronics periodically throughout the day (mid-day clean)
- Disinfect bathroom sinks, faucets, stall doors, and door handles
- Sweep and mop (steam mop) all floors and bathrooms using the EPA registered hospital-grade disinfectant
- Before beginning closing duties, don the appropriate PPE for all steps in all areas: gloves, face mask, and protective eyewear
- Disinfect all door handles and doors, and electronics/sound area
  - Use disposable nitrile gloves for bathroom cleaning
  - Properly remove gloves
  - Wash hands when finished with bathroom
- Disinfect any shared props or set pieces if there are not doubles of them
- Take out trash wearing gloves
- All staff should wash hands before leaving
- Stage Manager must be last to leave and use hand sanitizer on the way out.