



**MELBOURNE
CHAMBER
ORCHESTRA**

COVIDSafe Plan

Patrons at MCO-managed venues: Version 4

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Part 1: Summary of key points (required reading by patrons)

<p>Prior to travelling to an MCO performance</p>	<ul style="list-style-type: none">• Perform a symptom self-assessment. If you feel unwell and/or are experiencing any symptoms, however mild, stay home and take the Australian Government's online Coronavirus Symptom Checker and/or contact your GP. High-risk or vulnerable individuals should seek medical advice regarding safely attending a performance.• If you take public transport to get to/from the performance, read the tips on the Public Transport Victoria (PTV) website regarding staying safe and maintaining physical distancing on public transport• Plan to travel alone or with members of your own household only (car-pooling is not recommended at this time)• Bring your own personal items, including:<ul style="list-style-type: none">○ Fitted face mask and wear this in accordance with public health advice○ Own small supply of alcohol-based hand sanitiser○ Re-useable water bottle – for hygiene purposes, a water station will not be available at the performance
<p>At venue: physical distancing and avoiding close interactions</p>	<ul style="list-style-type: none">• Wherever possible, maintain at least 1.5m separation from others• Patrons must be seated for the performance. Please observe instructions for being seated, both verbal (from ushers) and written (such as venue signage)<ul style="list-style-type: none">○ In venues where seating is fixed to the floor, please do not sit in seats which are to remain vacant (indicated by such things as 'reserved' signs, hazard tape, rope etc.)○ In venues where seating is not fixed to the floor, please ensure you do not move your seat from its original position• Remain inside the venue only as long as necessary. Once the performance has finished, leave the venue as soon as possible<ul style="list-style-type: none">○ Please move outside before engaging in conversations with fellow audience members• No patron, regardless of relationship to Melbourne Chamber Orchestra musicians or staff, is to access backstage areas prior to the commencement or following the conclusion of the performance. All meetings between musicians/staff and patrons to be conducted outside or in a larger public space, once musicians/staff have left the backstage area• As best as possible, limit or avoid any interactions in enclosed spaces<ul style="list-style-type: none">○ Be particularly conscious of this requirement at entrances or exits to the venue, or at ticketing desks, where space is limited and/or queues may form○ Where possible, minimise time spent in communal areas such as bathrooms and foyer spaces○ Where possible, move outside for the duration of any breaks, particularly at interval• Make use of multiple points of entry or exit if they are available, to avoid congestion

<p>At venue: practising good hygiene</p>	<ul style="list-style-type: none"> • Upon arrival, use the provided alcohol-based hand sanitiser at the entrance to the venue • Wash your hands regularly and thoroughly with soap and water for at least 20 seconds, especially after you have been in a public place or after blowing your nose, coughing, sneezing, or using the toilet. If soap and water are not readily available, use an alcohol-based hand sanitiser that contains at least 60% alcohol instead • Do not shake hands, hug, or kiss as a greeting • Cover your nose and mouth with a tissue or a bent elbow when coughing or sneezing, and wash your hands thoroughly afterwards. Avoid touching your eyes, nose and mouth • Refrain from sharing any personal items such as water bottles, tea/coffee cups etc.
<p>At venue: face masks, PPE & record-keeping</p>	<ul style="list-style-type: none"> • All patrons must wear fitted face masks in accordance with current public health advice • Patrons are required to bring their own face mask. Spare masks will not be provided • All patrons are required to check-in upon arrival at the venue using the provided Service Victoria QR Code • Where possible, Melbourne Chamber Orchestra will erect a Perspex barrier where a ticketing desk or box office space is provided, to further protect staff and patrons
<p>To reduce the spread, MCO staff will:</p>	<ul style="list-style-type: none"> • Where possible and applicable, communicate venue/room capacities to patrons either verbally and/or by displaying signage • Ensure that high-touch surfaces (such as door handles, stair rails, bathroom taps etc.) at the performance venue are regularly cleaned and sanitised • Ensure that soap, water and hand towels are provided in bathrooms, and that alcohol-based hand sanitiser is provided at the venue entrance • Where possible, transition to a paperless and contactless ticketing system • Set-up patron seating to ensure that physical distancing requirements are observed (1.5m distance between individuals; one person per 2sqm) at venues where seating is not fixed to the floor • Maintain accurate attendance records of patrons at performance venues, based on data collected at the time of ticket purchase combined with digital scanning of ticket upon entry <ul style="list-style-type: none"> ◦ Even if a performance is free, it will still be ticketed to ensure that contact information is collected • Where possible and practical, maximise airflow in a space by opening doors and windows and/or by altering the settings of air-conditioning units to maximise ventilation