

*OFC*  
*Creations*  
Theatre Center

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**FUN AND  
SAFETY PLAN**

**FOR 2021–2022  
SCHOOL YEAR  
PROGRAMS**

*The OFC Team is committed to bringing back  
a sense of normalcy to performing  
while keeping students and staff safe.*

# BACKGROUND

Last year (July 2020), OFC Creations was one of the first organizations in New York State to reopen its doors for youth activities and bring back the performing arts. Since reopening, our programs have looked different with smaller cast sizes, mask wearing, and limited costumes and sets until recently. However by implementing these changes we have been successful in keeping our 4,000 students safe from COVID-19 and we intend to keep our participants safe as we adjust our policies.

We expect these policies to change frequently as we hope to ease restrictions in the following weeks and months.

Please keep an eye on our website and Facebook page for updates.

## EFFECTIVE: WEDNESDAY, AUGUST 4, 2021:



Due to the community uptick in COVID-19 cases, and ever changing recommendations by the CDC, the OFC team has adopted the following policies until further notice:

- **Vaccinated students/campers and instructors do NOT need to wear their masks while on stage and in rehearsals/camp if proof of vaccination is on file with the OFC office.**
- **Unvaccinated students/campers and instructors (or those without proof) MUST wear their masks.**
- **All audience members are asked to wear a mask, regardless of vaccination status. Audience members may take off their mask if physically eating/drinking.**
- **Performances are still at 100% capacity and all seats may be sold for certain events.**
- **We will be suspending the option to sign the unmasked waiver for unvaccinated individuals until further notice.**

# WHAT TO EXPECT AT OFC

Included in your information packet will be a **health form** to fill out and bring by the first day of auditions/rehearsals. On that form, please notate if your student is vaccinated against COVID-19.

—If **YES**, your student is not required to wear their mask at rehearsal.

—If **NO** (or prefer not to say), your student must wear their masks at all times

We do require proof be included with all “YES” answers (photo, copy, QR code, please no original copies). Attach the proof to your health form.

*As OFC is a private business and not a healthcare provider, we are permitted under NYS to ask for vaccination status. Sharing vaccination status is 100% voluntary.*

**Group size** restrictions have been lifted and most programs will be one large group of performers, possibly with double casting some principal characters. Students will not be split into two groups at this time and there is no need to submit group requests.

**To limit congestion at arrival** we ask that parents of students ages 10 and older to not enter the building at drop off. When your student arrives, a team member will greet them near our front doors to direct them where they are rehearsing that day. At dismissal we ask that all families wait outside the building, but to **not block traffic** in the roadway.

## REGARDING STAFF:

**Vaccinated staff members** will be permitted to remove their masks.

**Non-vaccinated staff members** must wear their masks at all times.

*Please note that all collected information will only be shared with OFC administrative staff and applicable directors, forms will be shredded at the end of June 2022.*

*These rules can change at any point, and we expect spring 2022 to look much different from today.*

## WHAT TO EXPECT AT PERFORMANCES:

New York State has lifted all restrictions on small and medium sized performance venues which has brought our audience capacity back up to 100%. Unless otherwise noted, there is no limit to how many tickets each student may have and we expect to “sell out” every show. Please plan accordingly.

# IN UNLIKELY CHANCE OF ISSUE

If your child tests positive for COVID-19, you must notify us as soon as possible. Working closely with Monroe County, we will assist with contact tracing for anyone who is possibly exposed. If you are not contacted by the Monroe County Department of Health, we believe there was no transmission between individuals, groups, or programs. We will strictly follow Monroe County's policies and procedures in a situation of this matter especially related to confidentiality.

Monroe County has shared with us that they define "exposed" individuals as those in closer than 6-feet of contact, not wearing masks, for longer than 15 minutes. If you do not meet this definition, you will not be contacted (this is a big reason why unvaccinated campers **MUST** wear their masks).

If your camper has been vaccinated they will not be contacted and will not need to quarantine unless exhibiting symptoms.

Anyone who tests positive for COVID-19 is not permitted to return to OFC until cleared by the Monroe County Health Department. Any COVID-19 positive individual's confidentiality will be maintained in accordance with NYS guidance.



Students who are required by school or other functions to be tested for COVID-19 due to illness or symptoms of COVID are not allowed to return to OFC until the test comes back negative and cleared by the school or organization. Please notify the OFC office if your child is awaiting test results. **If your child has any illness or anyone in your family has an illness, please do not send your child to class/rehearsal.** Please stay home and notify OFC of the absence.

## ADDITIONALLY...



As our policies change with NYS and CDC, we will update this packet and send to impacted programs.

Please bring water bottles with you daily as drinking fountains are currently not available due to COVID-19.

As of July 2020 OFC's policies and procedures were updated to a strict "no refunds or transfers on all sales," including but not limited to tuition, deposits, tickets. This is to ensure camps are staffed appropriately and to account for costumes, props, scripts, and other items purchased for camps months in advance of the first day.

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## OFC Creations Theatre Center

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