

Vaccination Policy

The Bus Stop Theatre Co-op
October 1st, 2021

This policy will come into effect on October 4th, 2021 and remain in place until public health authorities in Nova Scotia and/or Canada no longer enforce proof of vaccination for non-essential activities.

PURPOSE

The Bus Stop Theatre Co-op (BSTC) acknowledges that evidence of vaccine effectiveness at preventing COVID-19 symptoms is well established.

This policy is intended to:

- Ensure the health and safety of staff, patrons and all who frequent the Bus Stop Theatre;
- Be compliant with public health policy and in line with public health recommendations to help prevent the spread of COVID-19;
- Allow some flexibility in recognition of the challenges or apprehensions certain individuals and communities face with respect to public health directives or vaccination.

APPLICATION

- Staff or renters who have a medical or religious belief that prevents them from taking the vaccine should alert the BSTC Executive Director and the ED will work with them to try to accommodate their needs on a case-by-case basis.
- When applicable, demonstration of proof of vaccination will be recorded with a simple check box on the rental form. No further personal or medical information will be recorded or archived by the BSTC.
- This policy will be distributed to all staff of the BSTC and communicated to any person or group wishing to rent the Bus Stop Theatre.
- All staff, contractors and volunteers of the BSTC, and any person or group wishing to rent the Bus Stop Theatre will be asked to voluntarily disclose their own vaccination status and/or the status of each of their team members wishing to visit the Bus Stop Theatre.

General Public

- These provisions cover spectators, event participants, volunteers, board members and any member of the general public who are attending a public event, not part of the renter's team, or providing unpaid labour on behalf of the renter or BSTC.

- All members of the general public must provide proof of vaccination to attend events at the Bus Stop Theatre, as mandated by the government of Nova Scotia.
- Verification of proof will be managed by either BSTC staff or the renter's own front of house team.
- All members of the general public attending events at the Bus Stop Theatre must wear masks at all times except when seated.
- All members of the general public attending events at the Bus Stop Theatre are encouraged to practice physical distancing whenever it seems appropriate.

Permanent Staff

- All permanent staff must provide proof of vaccination to work on site at the Bus Stop Theatre.
- If the above cannot be satisfied for any reason including exemptions, permanent staff must provide weekly proof of negative covid test results at their own expense in order to work on site.
- If the above cannot be satisfied, the staff person in question will negotiate a temporary work from home strategy with the ED. This can result in loss of hours of work if certain tasks need to be delegated to another staff member.
- All staff will remain masked at all times when members of the general public are in the same room, whether distancing or not.
- All staff will either remain masked or practice social distancing when in the same room as other staff members, renters or performers.

Shift Contract Staff

- These provisions cover shift contracts with bartenders, technicians and front of house personnel.
- Contracted staff must provide proof of vaccination to obtain bartending or technician shifts where they will be interacting with the general public.
- Those unable to satisfy the above requirement will be put at the bottom of the shift roster and only called upon as needed for closed events where the general public is not present.
- If proof of vaccination cannot be provided by the contracted staff, they may work a shift for a closed event (where the public is not present) under the following conditions:
 - They either provide proof of negative covid test results within a week of the shift taking place;
 - Or, they disclose their vaccination status to the group of people with whom they would interact and receive unanimous consent to be present.
- All staff will remain masked at all times when members of the general public are in the same room, whether distancing or not.
- All staff will either remain masked or practice social distancing when in the same room as other staff members, renters or performers.

Term Contract Staff

- The following covers staff contracted to coordinate BSTC programs or are engaged under defined employment contracts such as those employed through the Canada Summer Jobs program.
- All term contract staff must provide proof of vaccination to work on site at the Bus Stop Theatre.
- If the above cannot be satisfied, term contract staff must provide proof of negative covid test results obtained within the week of visit to work on site.
- If the above cannot be satisfied, the staff person in question will negotiate a temporary work from home strategy with the ED. This can result in loss of hours of work if certain tasks need to be delegated to another staff member.
- If proof of vaccination cannot be provided by the contracted staff, they may work a shift for a closed event (where the public is not present) under the following conditions:
 - They either provide proof of negative covid test results within a week of the visit taking place;
 - Or, they disclose their vaccination status to the group of people with whom they would interact and receive unanimous consent to be present.
- All staff will remain masked at all times when members of the general public are in the same room, whether distancing or not.
- All staff will either remain masked or practice social distancing when in the same room as other staff members, renters or performers.

Renters

- In order to secure a booking of the Bus Stop Theatre, a renter will be asked to provide proof of vaccination of all their team members who would come on site at the Bus Stop Theatre.
- If a renter can provide proof that all their visiting team members (any crew, administrators and performers) are fully vaccinated, they may rent the theatre and operate under the current public health order while at the Bus Stop Theatre. As of October 4th, 2021 this means:
 - Distancing and masking is not required among renters and performers, or between themselves and the audience.
 - Masking and distancing with the audience, however, continues to be encouraged both before the performance/event begins or after it has ended.
- If a renter cannot provide proof that their entire visiting team is vaccinated, they must do the following in order to rent and make use of the theatre:
 - Either provide weekly proof of negative covid test results at their own expense for any unvaccinated member of the team during their stay at the Bus Stop Theatre;
 - Or, operate under the following conditions while at the Bus Stop Theatre:
 - Distancing and masking is not required within the group so long as it includes no more than 50 individuals. Distancing and masking will be required for groups larger than 50.

- This further means that the group must maintain a 2 meter distance from the general public at all times, whether during, before or after the performance/event has taken place.

PROCEDURE

- All staff and contractors will be contacted by the BSTC Executive Director or General Manager and asked to voluntarily provide proof of vaccination. Responses will be acknowledged, but not recorded.
- Any person or group wishing to rent the Bus Stop Theatre will be asked to provide a list of all persons who will be visiting the Bus Stop Theatre as part of their team and declare whether or not they are vaccinated. Upon first arrival at the Bus Stop Theatre, they will be asked to provide proof of vaccination for all team members.
- Demonstration of proof of vaccination, or lack thereof, will be recorded with a simple check box on the rental form. No names or further personal or medical information will be recorded or archived by the BSTC.
- Audiences, volunteers and event participants will be asked to provide proof of vaccination upon entry as mandated by the government of Nova Scotia.