



Document reviewed July 2020

The Christmas Carol Experience Covid-secure measures

The safety and wellbeing of our audiences and performers is of utmost importance to The Christmas Carol Experience company.

The Christmas Carol Experience is a highly flexible performance that can work in nearly any space and can be adapted - without necessitating any changes to the script or production - to best accommodate Covid requirements. We will work imaginatively with venues, companies, and individuals to make the performance work effectively while safeguarding our audiences and performers.

The show can be performed in its regular format with the below discreet arrangements, which can ensure the safety of audience and cast without compromise to our usual highest quality standard.

Our responsibilities:

In advance of the day of performance, The Christmas Carol Experience team will:

- Assess the size and layout of the venue in advance of the day of performance and communicate with organisers about appropriate capacity and arrangement of seating to arrange for appropriate audience distancing and safe access/exit to the space
- Write and send a performance risk assessment, inclusive of a Covid-secure plan, tailored to the venue/performance space to organisers, which can be communicated in advance to audiences by the organisers if preferred. This will include information as agreed above from earlier communication around:
 - Arrival and set-up
 - Audience and cast social distancing
 - access points/toilet facilities/one-way routes
 - Extension of performance area to allow appropriate distancing, if required
- For technically enhanced performances, additional discussions will take place in advance with venue/event organiser to ensure all set-up requirements meet all parties' Covid-secure measures
- Provide digital documents encouraging social distancing, use of face masks, direction signs etc for the venue/event organiser to print and use if required

On the day of performance, The Christmas Carol Experience team will:

- Clean all equipment provided by the company prior to arrival and once set up in the venue.
- Avoid unnecessary contact with any property of the event organiser or venue (including surfaces, door handles etc.)
- Ensure the cast are all appropriately spaced from one another and the audience in line with the most recent government guidance. The performance does not require physical interaction



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The recommended responsibilities of the venue/event organiser, with the support and assistance of The Christmas Carol Experience team:

- To provide a pat-tested extension lead to the performance area to avoid the performers' unnecessary contact with any property of the event organiser or venue.

- Communicate with The Christmas Carol team about appropriate capacity and layout of venue to allow for:
 - Appropriately distanced seating
 - One-way routes to allow for safe audience movement (where possible)
 - Allocated entry and exit points to the venue (where possible)
 - Toilet facility arrangements that will allow for safe and distanced use by the audiences and performers
 - Visible sanitising stations
 - Appropriate signage (digital signage can be supplied by The Christmas Carol Experience team if required)

For further questions, or to discuss our Covid-secure measures, please contact us.

thechristmascarolexperience.co.uk

book.christmascarol@outlook.com

Signed by:

A handwritten signature in black ink that reads 'Joseph Rawlings' in a cursive script.

Joseph Rawlings
Company Director

A handwritten signature in black ink that reads 'Adam Abo Henriksen' in a cursive script.

Adam Saiz Abo Henriksen
Company Director