1. **Describe the type of signage you will have and locations.**

*Arena Theater will post the following signs: social distancing, wearing masks, wash/sanitize hands frequently, stay home when feeling sick, floor markers for patrons; located in theater lobby, concessions area, auditorium, bathrooms: all areas where patrons and employees have access*

1. **Describe the PPE you will provide to your employees and patrons.**

*Masks, gloves*

1. **Describe your plans for training employees and temporary workers on the use of PPE; disinfection; sanitation and other cleaning techniques.**

*Employees will be trained via a zoom session and given written material addressing the use of PPE; disinfection; sanitation, frequent hand-washing, and other cleaning techniques. We have established a cleaning protocol for employees that includes:****Bathrooms*** *- sinks, soap and paper towel dispensers, door handles, stall locks, toilet seat and flush, toilet paper dispensers*

*1. Use soap and water so surface is clean to sight and touch.*

*2. Apply bleach solution (1/3 cup bleach per gallon water) to wet surface.*

*3. Allow to sit for at least 1 minute.*

*4. Wipe dry with a clean paper towel. At start of shift (before doors open), after movie starts, and halfway through movie*

*Concessions—all high-touch surfaces*

*1. Use soap and water so surface is clean to sight and touch.*

*2. Apply alcohol solution (70 parts alcohol to 30 parts water) to wet surface.*

*3. Allow to sit for at least 1 minute.*

*4. Wipe dry with a clean paper towel. Complete (steps 1-4) cleaning after each shift. Quick disinfect only before shift.*

***Lobby—****door handles, sanitizer station. Apply alcohol solution (70 parts alcohol to 30 parts water). Before and after each shift*

***Auditorium*** *Apply alcohol solution (70 parts alcohol to 30 parts water) to armrests on all seats occupied at screening; run air filtration system (air scrubbers). Disinfect seats before and after each screening; run air scrubbers before, during and after screening per manufacturer’s instructions*

***Projection booth****-all high-touch surfaces
 Apply alcohol solution (70 parts alcohol to 30 parts water). Before and after each shift*

1. **Describe your plans for protecting your employees' health**
*Employees and visitors to this worksite must complete a self-assessment of their health before entering our facility, we will provide a questionnaire. Employees must complete this assessment before leaving for work and their arrival at the workplace will certify they have completed the self-assessment. Employees will be trained on signs and symptoms of Covid, urged to stay home when feeling sick, reinforced with posted signage and frequent reminders.*
2. **Describe your plans for protecting the health of patrons.***Patrons must wear a face covering at all times, except as noted by the CDC and herein. Those who are unwilling to wear a face covering will be denied entry.
Signage will be prominently posted at entrances notifying patrons of this requirement, as well as signs and symptoms of COVID-19. Patrons should be notified of this requirement prior to arrival, such as on the theatre website during ticket purchasing. Patrons should be asked to bring a face covering with them to the theatre. Arena Theater will provide disposable face coverings if a patron arrives without one. With limited exceptions, patrons must wear a face covering at all times while in the auditorium and common areas of the theatre. Exceptions to this policy include those unable to wear face coverings such as children under 2 years of age and individuals with certain medical/physical conditions that inhibit their ability to safely wear face coverings. In addition, face coverings may be removed for the limited purpose and limited time period necessary to consume food and beverages, if approved by state or local health authorities. If so approved, no food or beverages will be consumed in any area that does not provide sufficient space to ensure physical distancing can be maintained. Hand sanitizer with at least 60% alcohol (EPA approved ethanol or isopropyl) will be liberally placed in easily accessible public areas and patrons will be encouraged by staff and appropriately placed signage to practice hand hygiene. Ensure public restrooms are clean, well-stocked, and have adequate supplies for hand washing. Touchless faucets, soap, and paper towel dispensers will be used when available. Appropriate physical distancing must be maintained at all times between patrons, except members of the same household or those that attend together. With limited exceptions, patrons must wear a face covering at all times while in the auditoriums and common areas of the theatre. Exceptions to this policy include children under 2 years of age and individuals with certain medical/physical conditions that inhibit their ability to safely wear face coverings. In addition, face coverings may be removed for the limited purpose and limited time period necessary to consume food and beverages, if approved by state or local health authorities. If so approved, no food or beverages will be consumed in any area that does not provide sufficient space to ensure physical distancing can be maintained. Provide ample announcements of the theatre’s policies to patrons. Options could include instructions on the theatre’s website and social media, prominent signage, floor markings, and on-screen announcements prior to screening.*
3. **Describe how you will prevent crowds gathering at your facility and reinforce physical distancing.***Ticket lines will be configured to ensure appropriate physical distancing is maintained at all times. Options include visible markers, barriers, tape, etc.
Tickets sales will be available online or via phone whenever feasible to reduce the need to stand in line for tickets. Lines to enter a theatre will be minimized whenever possible. If lines are unavoidable, appropriate physical distancing must be maintained. Adequate numbers of employees will be available to direct patron traffic and enforce physical distancing in lines. Ensure that, at a minimum, the amount of physical distance defined in all applicable federal, state, and local guidance is maintained in all directions inside auditoriums, except for members of a household or those that attend together. Configure ticket sales systems to facilitate appropriate physical distancing. Occupancy will need to be individualized based on state and local public health guidance and the phased reopening plan. Limit and stagger screening times to reduce overcrowding between screenings, particularly in common areas, restrooms, and concession areas.*

*To the extent possible, reconfigure restrooms, for example by blocking stalls or urinals, to ensure appropriate physical distancing can be maintained at all times. As patrons may need to line up to enter restrooms, use visual indicators such as tape to identify appropriate physical distancing.*

*Unless permitted and protocols in place consistent with local and state public health guidance consistent with each state and region’s phased reopening plan, close any on- site lounges, play areas, or other areas where people may congregate.*

1. **Describe the payment methods you will use (contactless is preferred).**

*Tickets sales and concessions will be available online or via phone whenever feasible to reduce the need to stand in line for tickets.*

1. **Describe the limitations on the number of patrons at your facility.**

*Sales will be limited to 25% or a max. of 44 people*

1. **Describe your reservation system.**

*Online ticket sales*

1. **If applicable, describe how you will indicate separate entry and exits to/from your facility.***Adequate numbers of employees will be available to direct patron traffic and enforce physical distancing in lines. We will also use physical barriers and signage.*
2. **Describe how you will configure seating to ensure physical distancing is maintained between patrons or household units.***We will apply a chess board seating arrangement and bock seats that cannot be occupied.*
3. **Describe your methods for ensuring patrons maintain physical distancing before and after screenings.***Adequate numbers of employees will be available to direct patron traffic and enforce physical distancing in lines. We will also use physical barriers and signage.*
4. **Describe how you will maintain cleanliness and sanitation of patron seating.**

*Hard surfaces will be sanitized with cleaning disinfecting solution before and after each screening. Seats will be sprayed with disinfectant.*

1. **Describe your methods for reconfiguring parking areas to avoid congregation.***n/a*
2. **Describe how you will ensure physical distancing in restrooms.**

*To the extent possible, we will reconfigure restrooms, for example by blocking stalls or urinals, to ensure appropriate physical distancing can be maintained at all times. As patrons may need to line up to enter restrooms, we will use visual indicators such as tape or signage to identify appropriate physical distancing.*

1. **If your facility offers concessions, describe the online or phone order system and how pick-up of items will be achieved**

*All local public health regulations regarding preparing and distributing food must be followed, including use of appropriate food service PPE (hairnets, gloves), safe food temperatures, etc.*

*Minimize the number of people involved in preparing and distributing*

*Communal food, condiments, condiment caddies, straws, napkins etc., that require shared serving utensils or equipment should be eliminated, offered via touchless technology or provided by appropriately trained employees. Examples include popcorn butter dispensers, saltshakers, popcorn flavoring, straws, etc.*

*Consider options for patrons to place orders ahead of time, such as mobile ordering, to minimize the amount of time they must wait in line.*

*If patrons must wait in line to place orders or receive their food, they must maintain appropriate physical distancing. Visual reminders should be prominently placed to assist.*

*Handwashing facilities and/or hand sanitizer dispensers should be readily accessible at the entrance of any designated eating area and should be used when entering and leaving the area.*

*We have added plexiglass barriers between cashiers and patrons.*

*Minimize cash transactions and encourage credit cards or contactless payments whenever possible.*

1. **If your facility has a retail shop, describe the health and safety guidelines you have taken to protect employees and patrons.**

*n/a*

1. **Describe your methods for cleaning and disinfecting equipment such as bowling balls, golf balls, putters, writing implements, bats, shoes, helmets, etc.**

*n/a*

1. **What is your method for handing scorecards, pencils, etc.? Can you offer disposable items?**

*n/a*

1. **Describe the cleaning and disinfection practices for customer activity areas.***n/a*