



Dublin Circus Project & Dublin Circus Centre

COVID-19 POLICY & PROCEDURE

This policy has been developed in accordance with [advice provided through the HSE and Department of Health](#) and will be updated when and if this advice changes.

This policy is available and will be communicated to members, parents, staff and relevant stakeholders. Key staff of Dublin Circus Project know the requirements and have a clear understanding of their roles and responsibilities in relation to this policy.

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Policy Statement

It is our aim to minimise the spread of infection for staff, circus members, the wider community and the public through the implementation of controls which reduce the transmission and spread of germs. We aim to promote and maintain the health of members and staff through the control of infectious illnesses. This policy covers the Coronavirus and requires cooperation from members, parents, staff and management in its implementation.

Detailed information about the Coronavirus and HSE safety protocols and procedures can be found on <https://www2.hse.ie/coronavirus/>

Dublin Circus Project' activities will be cancelled / postponed if required to ensure the containment of this virus and safety and wellbeing of our members and the wider community. This policy will be updated as new and relevant information is available to us from the National Agency/HSE.

Protecting Members, Children, and Staff from novel coronavirus 2019-nCoV

1. Signage will be displayed in the Circus Centre highlighting hygiene requirements and procedures.
2. Dublin Circus Project will practice and promote the regular washing of hands and the regular washing and wiping down of door handles and Circus equipment before and after use by members.
3. When coughing or sneezing we ask our members to cover their mouth and nose with a tissue. We ask our members to throw the used tissue away into a closed bin and wash their hands. We will practice this ourselves and we will have tissues available. In the unlikely event we don't have tissues we will ask our members to cough into their flexed bent elbow.
4. Only members intending to train will be welcome into the centre at this stage.
5. We ask parents/members not to send children in/ attend if they have cold or flu symptoms.



6. We ask staff not to attend if they have cold and flu-like symptoms.

Exclusion

If within the last 14 days:

the member or any member of the family has been travelling outside or Ireland / N-Ireland
OR

has been in contact with a person diagnosed with novel coronavirus
OR

has attended a healthcare facility in another country where patients with novel coronavirus are being treated
AND

has developed symptoms suggestive of acute respiratory illness

The Circus member, child or staff member will be asked to not attend the Circus Centre or any Dublin Circus Project's event or class, even if taking place outdoors, and we would advise that they follow the most recent [guidelines from the HSE](#).

If we have any concerns regarding the health of a child/young person, member, or a staff member, DCP reserves the right to exclude users from our services and facility.

As the situation is changing on an on-going basis, Dublin Circus Project reserves the right to exclude anyone that they feel may threaten the health and wellbeing of children/young people and adults in the service

Contractors

Any employee fitting the criteria outlined above ([Exclusion](#)) will be asked to work from home if possible, and not use our facility.

The health and wellbeing of our members and staff will always be at the forefront of each



decision regarding this. Dublin Circus Project will follow the advice from the National Agency/HSE on all matters regarding travel and public events.

Dublin Circus Centre

We will gradually re-open the Dublin Circus Centre in July for staff and all users of the space, with a focus on Health & Safety, social distancing requirements and increased hygiene protocol.

Dublin Circus Project will:

- Thoroughly and regularly clean and disinfect the Dublin Circus Centre.
- Ensure a minimum of 24 hours closing time between uses of the centre.
- Provide antibacterial soap and spray, as well as hand sanitizer.
- Post relevant signage throughout the centre.
- Inform all its members of the rules and procedures to be followed in the circus centre.

Members will be asked to:

- Pay online prior to attending the centre. No cash payments will be accepted.
- Limit attendance to a maximum of 6 people at any given time.
- Sign in upon arrival (with their own pen)
- Keep the main door opened at all times.
- Bring a towel to be used exclusively to disinfect equipment.
- Disinfect mats and equipment before and after use.
- Wash their hands on entry and departure, and every 30 mins while in the space.
- Limit equipment usage to one person at any given time and thoroughly clean after use.
- Maintain at least 2m distance whenever possible from other individuals in the centre.
- Wear a mask whenever possible.
- If bringing their own small equipment, observe strict hygiene and sanitise before entry.
- Remove bags and shoes before entry and store them on the shelves until departure.
- Wash hands before and after using the toilet, use disinfectant spray and/or wipes on the toilet seat and handle after use.
- Only use the kitchen to get water.
- Not use the lounge/kitchen area.
- Respect hygiene guidelines on sneezing, coughing, handwashing, etc.



Staff needing to go to the centre should only go when absolutely necessary, wear a mask while in the centre if possible, and wash their hands upon arrival and departure.

Performance Hire

The health and safety of the artists contracted by Dublin Circus Project is paramount to our organisation.

We will only contract artists if:

- The client can demonstrate that all government health and safety protocols are followed, planned and catered for.
- The artists can keep a 2m distance between each other, and a 3m distance with the audience.
- Antibacterial gel and hand-washing facilities are available to artists at all times

We will ask our artists to respect the hygiene protocols recommended by the HSE. Our contracted performers will be asked to:

- Travel to the event separately whenever possible.
- Wear a mask if travelling together.
- Wash their hands upon arrival and before departure from the event.
- Follow the client's health and safety procedure at all times.
- Sanitize their props before arrival and upon departure.
- Wash their costumes before and after the gig.

Any artist who has travelled outside of Ireland/N-Ireland or is presenting symptoms of Covid-19 will not be contracted for 14 days after the date of their return or last symptom.



Youth Programmes

We have developed a separate policy for our youth programmes, aligned with Dublin Circus Project's policy and aiming at protecting all our youth students, their families, and our staff. This policy can be found [here](#).

Resources

- [COVID-19 Information Booklet](#)
- [HSE - Coronavirus](#)
- [HSE- Symptoms of Coronavirus](#)
- [HSE hand-washing protocol](#)
- [Gov.ie - Roadmap for reopening society and business](#)
- [Theatre Forum - Guidelines for reopening Arts Centres](#)
- [The Wheel - Health & Safety Checklist](#)
- [HSE - Safety Statements & Risks Assessments](#)