



## Phoenix Casting COVID-19 Policy

This policy clarifies Phoenix Castings practices and procedures put in place by the agency to protect the health of all Phoenix Casting staff, actors, supporting artists and voice over artists along with the production cast and crew. It outlines the procedures that Phoenix Casting staff, actors, supporting artists and voice over artists should follow during the Covid-19 outbreak and the ensuing period of social distancing.

We take the responsibility of protecting the health of the aforementioned seriously and it is important that we all follow the guidelines responsibly to prevent the further spread of the virus. We will liaise with each production to ensure a coherent approach to safeguarding health whilst working on set.

We will ask each production to pass on their covid-19 policies and on-set expectations to give to all artists due to work with them.

All artists must adhere to the CURRENT guidelines set out by the government in regards to testing, social mixing, travel and self-isolation when applicable as well as all on-set covid policies put in place by each production.

All artists must agree to our Terms & Condition's when accepting any booking for work, they agree –

- To being fully aware of, and following current NHS and Government guidelines accordingly
- That to the best of their knowledge, they are not at risk of carrying the Covid-19 virus
- That they have not travelled to any high risk countries as listed by the Government
- That they have not been in contact with anyone carrying the Covid-19 virus
- That they are fit and well and not showing any symptoms of the Covid-19 virus
- To notify us of any changes to their health (in regards to any of the above) prior to participating in any work

We request all artists to –

- Take a mask/face covering and their own drinks bottle/cup to any jobs
- To attend a Covid-19 test ahead of filming if required by production
- To agree to complete a Covid-19 test at home (SAE included by production) if required by production
- To complete an online awareness course if required by production.
- To complete and return a self-declaration of health on the day or day prior to filming, if required by production

Data Protection - All information regarding your health and personal data will be shared in line with **Phoenix Casting Privacy Policy (2019)**.

Rules of Hygiene for all artists to follow whilst working-

- Wear your face covering at all times whilst on and off set unless requested to remove it (unless you're medically exempt)
  - Keep a 2 metre distance from all other artists, cast and crew, unless otherwise specified
  - Wash your hands regularly. If soap and water aren't available please use hand sanitizer
  - Cough/sneeze into your sleeve, preferably into your elbow. If you use a tissue,
  - Discard it safely and clean/sanitize your hands immediately
  - Avoid touching your face, particularly eyes, nose, and mouth with your hands to
  - Prevent yourself from being infected
  - All phones and personal equipment should be regularly disinfected or, where possible, kept off set/location
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The current symptoms of Coronavirus are:

- A new continuous cough
- A high temperature
- Loss or change in your sense of taste or smell (anosmia)

If you are suffering with any of these symptoms, please seek out a covid test urgently and self-isolate until negative results are received.

**This policy is subject to change to stay in line with Government advice and Industry Guidelines. Correct as of 8th June 2021.**

