



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.

Casting

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.

Bookings

Phoenix Casting will only send suggestions for casting briefs once we are satisfied with the Covid-19 safeguarding procedures put in place by the production. All casting opportunities will be treated on an individual basis and will be subject to additional considerations when sending the list of profiles that suit the casting brief. These include

- **Location:** Where possible preference will go to local artists for jobs.
- **Health Conditions:** artists with underlining health conditions deemed at higher risk, will not be put forward for any role. This includes, but is not limited to, severe asthma, diabetes, heart and lung conditions.
- Artists classed as clinically vulnerable and shielding due to the higher risks associated with Covid-19 will not be put forward for any role. Artists should follow the Government guidelines found [here](#). This will also apply to family members who are classed as vulnerable.

- Artists will have to confirm that they are fit healthy to work at the booking stage and again at the call time stage.

- **Medical Declaration;** each artist will need to complete a Covid-19 digital medical declaration for each production they work with

It is essential that any changes to the medical declaration are reported immediately, including:

- If the artist or any household member are feeling ill or are displaying symptoms associated to Covid-19
- If the artist or any household member has been in close contact with someone who has tested positive for COVID-19
- If a member of the production, likely to come in to contact with the artist is feeling ill or displaying symptoms associated to Covid-19 or has tested positive.

Data Protection

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

Rules of Hygiene

- Wash your hands regularly (follow the [20-second hand-washing rule](#)). 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.

Symptoms of Covid-19

The current symptoms of Coronavirus are:

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

This policy is subject to change to stay in line with Government advice and Industry Guidelines. Correct as of 30 June 2020