COVID-19 REOPENING PLAN

SUBJECT TO CHANGE

AS OF SEPTEMBER 6, 2022

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INTRODUCTION

GIBNEY'S REOPENING: AT-A-GLANCE

- **Closure:** Gibney's mandated closure due to COVID-19 began on March 16, 2020.
- **Task Force:** Gibney immediately launched an internal Task Force, led by Managing Director Jenny Thompson and comprised of over 20 staff across 8 departments, to field questions and concerns, plan and revisit plans, navigate implementation obstacles, and assess operational implications due to new health and safety information and government guidance. This task force continues to meet weekly.
- **Planning & Collaboration:** Gibney's plans were assembled by a collaborative team, incorporating guidance from New York City and State, the Centers for Disease Control and Prevention (CDC), and the World Health Organization (WHO) in addition to advice shared by experts in the performing arts, medicine, operations, HVAC, and sanitation.
    - Special thanks are due to ASHRAE (American Society of Heating, Refrigerating and Air-Conditioning Engineers), The Altman Foundation, Erwin & Bielinski, PLLC, Dance/NYC, Dance Studio Alliance, Gibney Director of Operations Elyse Desmond, Donnelly Mechanical, Consultant Bradley Harris, Gibney Center Reopening Coordinator Emily Hoff, Kennedy Berg LLP, Consultant Marion Kolton, Performance & Production Facility Consulting, Yale School of Public Health Epidemiologist Dr. Krystal Pollitt, Tim Tangel Engineering Associates, Gibney's Safety Task Force, Tarn Consulting, Gibney Managing Director Jenny Thompson, and Winston & Strawn LLP, among others for their support of Gibney's planning.
- **Reopening:** Gibney Center reopened its 890 Broadway location on April 5, 2021, and it's 280 Broadway location on May 17, 2021.
- **Inspection:** Gibney successfully passed its New York City Department of Health and Mental Hygiene reopening inspections at both locations: on April 8, 2021, at 890 Broadway May 19, 2021 at 280 Broadway (see Appendix C).
- **Current Status:** Gibney Center remains open and Gibney's COVID-19 Reopening Plan remains an iterative plan, regularly updated in tandem with the progression of COVID-19.
    - **The health and safety of everyone at Gibney Center is top priority.** This Plan, including Gibney's detailed safety measures, is always publicly accessible in hard copy at Gibney Center and digitally on Gibney's Plan Your Visit webpage: https://gibneydance.org/plan-your-visit/.
    - Please familiarize yourself with **Gibney's Code of Conduct** and **Exposure to COVID-19 Disclaimer** prior to arriving at Gibney Center. Gibney expects the full cooperation of its entire community in order to reduce the spread of COVID-19, keep everyone safe, and continue 'making space for dance.' Thank you.

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CODE OF CONDUCT

Gibney is committed to building a respectful and open community. Our aim is to create a space where all members of our community feel welcome and comfortable. As such, negative and inappropriate behaviors are not acceptable at Gibney, including verbal abuse, hate speech, physical assault, disrespect, intimidation, or other forms of misconduct.

Gibney reserves the right to refuse service and/or to restrict access to any visitor whose presence or participation at Gibney jeopardizes the welcoming and inclusive culture the organization is working to establish, or detracts from the safety, welfare, and wellbeing of other patrons or staff.

Gibney seeks to create an equitable, inclusive, and diverse community representative of the core values of our organization. Any forms of discrimination based on race, ethnicity, gender identity, sexual orientation, religion, national origin, age, physical or mental disability, or any other grounds are not permitted on the premises. Gibney reserves the right, at its own discretion, to reprogram any Gibney activity and to dismiss any individuals/groups who infringe upon this Code of Conduct.

EXPOSURE TO COVID-19 DISCLAIMER

COVID-19 can exist in any public place where people are present. Gibney has implemented health and safety procedures recommended by the State of New York, The City of New York, the Centers for Disease Control and Prevention (CDC), the World Health Organization (WHO), as well as independent experts. However, Gibney cannot guarantee that an individual will not be exposed to COVID-19 while at Gibney Center.

By visiting Gibney Center, you agree to adhere to its Code of Conduct and voluntarily assume all risks for yourself, understanding that although Gibney is taking many precautions, you may be exposed to or infected by COVID-19 by entering Gibney Center.

GIBNEY'S REOPENING PLAN DISCLAIMER

Gibney acknowledges that this COVID-19 Reopening Plan goes above and beyond New York State and City guidance.

We regard our employees, artists, and visitors' health and safety as our top priority. We also recognize that dance is a higher-risk physical activity, often taking place in close proximity to others and in confined, indoor spaces. We have therefore elected to take additional safety measures at Gibney Center.

We deeply appreciate your partnership and cooperation.

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PEOPLE

GENERAL HEALTH & HYGIENE

Gibney encourages all employees, artists, and visitors to maintain general health and hygiene, including but not limited to the following:

- Get vaccinated and stay up-to-date on booster doses in accordance with CDC Guidelines.
- Monitor your health daily
    - If you are not feeling well, are experiencing any COVID-19 symptoms—even mild ones—or have a fever, please **do not** come to Gibney Center and go get tested.
- Wear a mask
    - Masks are **required** in all common areas of Gibney Center (lobbies, elevators, hallways, bathrooms, dressing rooms, galleries, etc.) and recommended in studio spaces.
    - Masks are also **required** for all audience members attending live performances at Gibney Center.
- Socially distance (six (6) feet or more) from others
- Avoid crowds and poorly ventilated spaces
- Test to prevent spread to others
- Wash your hands often
- Cover coughs and sneezes
- Clean and disinfect

PHYSICAL DISTANCING

Occupancy within Gibney studios and theaters varies depending on the type of use. Generally, rehearsals, classes, workshops, rentals, and performances, events, etc. are permitted at 100% of the maximum occupancy.

Physical (or social) distancing of six (6) feet or more is encouraged at Gibney Center, including in studios, offices, hallways, and common areas.

Gibney has **reduced interpersonal contact**, through methods such as:

- Contactless studio space rental, dance class registration, ticket purchase, Box Office screening, and building sign in, among others;
- Batching activities, where possible; and
- Installing plexiglass barriers in Gibney's offices, Security and Welcome desks, Box Office, and elsewhere.

Special physical distancing considerations for performance and media production:

- Headsets, clear com packs, and handheld and wireless microphones will be assigned to one (1) point person for the duration of the occupants' use of the space for performance or media production.
- The production tech table will be limited to two (2) occupants, spaced six (6) feet apart.
- Social distance of six (6) feet or more is recommended between all non-performing individuals (i.e., crew, photographers, videographers, assistants, etc.) and performing individuals (i.e., the performers, talent, or subjects of the film/photo shoot), unless the core activity requires it.
- Note that advance notice and approval of at least one (1) week is required to independently engage in performance production and/or media production at Gibney Center**.** To request approval, please email safety@gibneydance.org.

MASKS AND FACE COVERINGS

Masks are required in all common areas and recommended in all studios at Gibney Center:

- This assumes that individuals are over the age of two and able to medically tolerate such covering.
- Common areas include: the lobbies, elevators, hallways, bathrooms, dressing rooms, galleries, green rooms, etc. at both 890 & 280 Broadway.
- Acceptable masks and face coverings cover both the nose and mouth. Bandanas, buffs, and gaiters are not acceptable face coverings.
- CDC guidance on masks can be found here: https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html.
- Gibney has masks available on-site.

Special mask/face covering considerations for performance and media production:

- Audience members attending live performances at Gibney Center are **required** to wear acceptable masks/face coverings.

MOVEMENT & COMMERCE

Gibney has put **measures to reduce bi-directional foot traffic** in place within all commonly used areas and any areas in which lines are commonly formed or people may congregate (e.g., health screening stations, break rooms, Security and Welcome Desk, Box Office, and locker rooms).

- Please reference Appendix A for diagrams.

Gibney has established **designated pickup and delivery areas**, to limit contact

- 280 Broadway: the first-floor Security desk
- 890 Broadway: freight elevator lobby for large packages and the front office for mail

Gibney has implemented **touchless check-in, ticketing, and payment options in addition to pay ahead options** to minimize the handling of cash, credit cards, tickets, membership cards, and mobile devices, where possible.

PLACES

AIR HANDLING SYSTEMS

Gibney has successfully upgraded and continues to maintain its air handling systems across Gibney Center with the following team of consultants: Donnelly Mechanical, HVAC Consultant Tim Tangel Engineering Associates, ASHRAE (American Society of Heating, Refrigerating and Air-Conditioning Engineers), Erwin & Bielinski, PLLC, and Dr. Krystal Pollitt of Yale University.

Air handling at 890 Broadway: Gibney 890 Broadway had an air flow and square footage evaluation conducted by Ronald E. Bielinski, PE, AIA, CI, Principal (Erwin & Bielinski) and completed air conditioner sanitization all prior to reopening. 890 Broadway does not have an HVAC system.

Air handling at 280 Broadway: Gibney 280 Broadway had an air flow and square footage evaluation conducted by Donnelly Mechanical, completed HVAC balancing and sanitization before resuming operations, and installed MERV-13 filters in the HVAC's.

Additionally, **at both locations**, Gibney continues to:

- Maximize fresh air intake
- Open windows to the extent allowable for occupant safety and comfort
- Use portable air purifiers
- Keep ventilation systems running for longer hours, especially for several hours daily before and after occupancy

CLEANING & DISINFECTION

Gibney maintains a **substantial cleaning regimen** seven days a week, including:

- Thorough, professional disinfection and cleaning every night.
- A monthly professional deep clean, including extracting rugs and high dusting.

- Intermittent cleaning of frequently touched surfaces and objects (e.g., doorknobs, handles, elevator buttons, handrails, water fountains, and bathrooms) during hours of operation, by Gibney's operations team, trained using on the CDC's "Cleaning Your Facility" guidance.

Gibney uses a combination of **CDC-approved**, **EPA (Environmental Protection Agency)-approved,** and other cleaning supplies.

- Please reference Appendix B for a full list.

Gibney's operations team and professional cleaners **regularly clean and disinfect all equipment** (including dance floors) at Gibney Center.

- Cleaning and disinfection supplies are also available to the public in studios, locker rooms, offices, etc.
- Visitors are encouraged to bring their own equipment (e.g., mats, towels), where possible.

Gibney regularly **cleans and disinfects all restrooms** and increases the frequency of cleaning depending on frequency of use.

Gibney encourages all employees to **clean and disinfect shared workstations** (e.g., Welcome desks, offices, conference rooms, etc.) before and after use, further providing cleaning supplies.

Gibney cleans and disinfects areas visited by someone with a confirmed case of COVID-19, using the **CDC's Cleaning Your Facility guidance.**

Hand sanitizer is available to employees, artists, and visitors throughout Gibney Center at convenient locations (e.g., entrances, exits, and other convenient locations).

Signage is placed near hand sanitizer stations and hand washing stations encouraging proper use.

Special cleaning and disinfection considerations for performance and media production:

- Visiting artists and their teams are encouraged to:
    - Regularly clean and disinfect media production equipment and tools (e.g., cases, cameras, eyepieces, lenses, monitors and touchscreens, dollies, etc.) using registered disinfectants;
    - Clean and disinfect all props, costumes, and set materials between each use and use sealed containers for storage between use; and
    - Collect and launder (or otherwise clean and disinfect) costumes between each use or supply cast members with laundry bags to securely store used costumes between cleanings.
- Note that advance notice and approval of at least one (1) week is required to independently engage in performance production and/or media production at Gibney Center**.** To request approval, please email safety@gibneydance.org.

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PROCESSES

PHASED REOPENING

Gibney reopened with a phased-in approach to allow time for learning and course-correcting prior to resuming all activity at Gibney Center.

- People were considered first, including Gibney's employees, artists, and visitors.
- Consideration was then given to Gibney's four core business units—Rentals, Training, the Company, and Performance—both individually and collectively, regarding COVID-19's impact on them and all people involved.
- To mitigate risk, it was determined that Gibney would reopen in this order: **Company, Rentals, Training, and then Performance**.
- Gibney continues adjust activity as needed to sustainably promote safety for all employees, artists, and visitors.

COMMUNICATIONS

Gibney has implemented a multifaceted communications plan that includes guidance, updates, resources, signage, and a webpage to keep employees, artists, and visitors consistently informed with timely safety information.

- Gibney's **Plan Your Visit webpage** is the go-to for the most up to date information on Gibney Center's reopening policies, procedures, and safety measures: https://gibneydance.org/plan-your-visit/.
- Various constituents (e.g., Gibney Company, employees, teachers, renters, visiting artists, general visitors, etc.) further receive **tailored email communication in advance** of onsite engagements with safety instructions and reminders.
- **On-site**, Gibney's staff are equipped to clarify and answer questions around all policies and procedures and **ample signage, space markers, and directional indicators** are present.
- Ad hoc questions or concerns about Gibney's COVID-19 Reopening Plan or safety in general are also welcome by emailing **safety@gibneydance.org**.

ENTRY REQUIREMENTS: VACCINATION, SIGN IN APP, HEALTH SCREENING

AS OF NOVEMBER 15, 2022, GIBNEY CENTER NO LONGER REQUIRES PROOF OF VACCINATION OR A DAILY HEALTH SCREENING FOR VISITORS.

A SIGN IN APP ACCOUNT IS STILL REQUIRED TO ENTER GIBNEY CENTER.

- **FOR FIRST TIME VISITORS, YOU WILL BE PROMPTED TO SIGN-IN AND CREATE AND ACCOUNT BY ENTERING YOUR FULL NAME AND EMAIL INTO THE SYSTEM.**

- **FOR THOSE WHO HAVE ACTIVE ACCOUNTS, YOU WILL SIMPLY SIGN-IN UPON ARRIVAL BY USING:**
  - **THE SIGN IN APP COMPANION ON YOUR MOBILE DEVICE,**
  - **YOUR MOBILE DEVICE TO SCAN THE QR CODE POSTED ON SIGNAGE IN THE LOBBY, OR**
  - **THE IPAD AVAILABLE AT THE SECURITY DESK.**

**** THIS POLICY IS SUBJECT TO CHANGE AND THE POLICY DETAILED BELOW IN ITALICS COULD BE REINSTATED BASED ON PUBLIC HEALTH GUIDANCE OR GOVERNMENT MANDATES.**

Gibney requires proof of full vaccination, a Sign In App account, and a completed daily health questionnaire to enter Gibney Center (including 890 and 280 Broadway).

- *Specifically, submitted vaccination proof leads to the creation of a Sign In App account, which grants access to the daily Health Questionnaire, which is needed for entry to Gibney Center.*
- *A valid ID may also be required upon arrival*
- *Masks are required in all common areas (including lobbies upon arrival) and recommended in all studios at Gibney Center*

*Gibney's **Vaccination Policy** (accessible on the Plan Your Visit webpage) went into effect on Tuesday, September 7, 2021. Under this policy, all individuals entering Gibney Center must:*

- *Be **fully vaccinated** (i.e., two weeks following receiving both doses of a two-dose vaccine or a single dose of a one-dose vaccine) with a COVID-19 vaccine authorized for emergency use by the FDA or WHO, and **provide Gibney with acceptable proof of vaccination,** including a valid ID, at least 72 hours in advance by completing this quick and secure survey (highly recommended) or upon arrival.*
  - *At this time, vaccination verification is only required once, granting access to Gibney Center via the Sign In technology from the time of verification onwards. However, Gibney reserves the right to change its verification process at any time, as new guidance, vaccine mandates, and/or staff capacity warrant.*
- *Gibney further encourages individuals to receive **booster shots** as recommended by health authorities.*
  - *As of January 2, 2022, **booster shots are required** for all Gibney Employees.*
  - *As of February 1, 2022, **booster shots are required** for all Gibney Faculty and Presented Artists.*
- ***Unvaccinated children** are not permitted on-site at this time, except in limited accommodation circumstances, requested least one (1) week in advance. Please email your request to safety@gibneydance.org for approval.*
- *Gibney allows reasonable accommodations related to disability, medical, and religious reasons for both its employees and the public. If you need an accommodation, please submit your request to safety@gibneydance.org at least one (1) week in advance of any planned on-site activity.*

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Sign In App *is the technology Gibney uses for screening and entry at Gibney Center.*

- *Evidence of full vaccination, whether provided in advance or upon arrival, prompts Gibney to create a Sign In App account for the employee, artist, or visitor. If you do not have a Sign In App account, Gibney has not verified your vaccination status and you will therefore not be permitted entry until doing so.*
- *An individual's Sign In App account holds their name and contact information (required for tracing and tracking purposes), vaccination evidence (if provided upon arrival), and access to a health screening for daily completion prior to entry.*
    - *It allows individuals to sign into the building, creating a visitor log of who was on-site when (needed for tracing and tracking purposes).*
    - *Individuals can sign out of the building after leaving, or the Sign In App account will automatically sign everyone out at the end of each day.*
        - *Note that if you don't sign yourself out, you may be assumed to have still been on-site and exposed when/if there is a positive case and Gibney conducts its tracing and tracking.*
- *After an individual's account is created, the individual may access it upon arrival by using:*
    - *The Sign In App Companion on their mobile device (download instructions are emailed after your account is created);*
    - *Their mobile device to scan the QR code posted on signage upon arrival; or*
    - *The iPad available at the security desk.*
- *Note that all personal information will be kept confidential, and only shared as required by New York State contact tracing protocols, in the instance that you test positive or are exposed at Gibney Center.*
- *Audiences are excused from the use of Gibney's Sign In App (but may use it if they already have an account). Upon arrival, Audiences will be directed to a separate line and asked to present evidence of full vaccination, ID, and virtual performance ticket(s) for entry.*

Each day, a ***health screening*** *must be completed on Sign In App with the successfully passed health screening notification displayed to Security in order to gain entry. Any individual who does not pass the health questionnaire will not be permitted entry.*

- *The questionnaire used for screening changes intermittently based on evolving CDC guidance, new information around COVID-19, and to ensure the public is actively reading and responding to each question.*
- *For those submitting vaccination proof for the first time, that proof in addition to a valid ID will also be required for upload as part of the screening, allowing a personal Sign In App account to be created for future use.*
- *Audiences are excused from the health screening. Upon arrival, Audiences will be directed to a separate line and asked to present evidence of full vaccination, ID, and virtual performance ticket(s) for entry.*

EXPOSURE

Gibney will direct any employee or artist who is exposed to someone with COVID-19 to the CDC's Exposure Guidance. As indicated in this guidance, anyone exposed should wear a well-fitting **mask around others for at least 10 days** and get **tested 5 days after** exposure. If any employee or artist develops COVID-19 symptoms, even mild ones, they will be directed to go home if at Gibney Center, and refer to the CDC's Isolation Guidance.

To the extent that Gibney is made aware, any employee or artist who is **exposed to someone with COVID-19 at Gibney Center** will receive a timely email notification of this fact along with direction on the CDC guidance to follow. Gibney will then internally proceed with its Tracing & Tracking procedures as outlined herein.

Gibney employees who are notified that they have come into close contact with a person with COVID-19 outside of Gibney Center are required to **self-report to Gibney** right away and will be instructed to follow the CDC's Exposure Guidance.

Special exposure considerations for performance and media production:

- In the instance that a performing individual (i.e., the performers, talent, or subjects of the film/photo shoot) is exposed by someone, they:
    - Must immediately disclose this to Gibney.
    - Must reference the CDC's Exposure Guidance and independently seek testing as advised.
    - Will not be permitted to remove their mask for the core activity (performance, shoot, etc.) for 10 days following their exposure, per CDC guidance, unless they can a supply a negative rapid test taken between four (4) and one (1) hours in advance of the core activity each day and are clearly displaying no symptoms of any kind, even mild ones.
        - If they test negative, they may proceed with the core activity (performance, shoot, etc.) and remove their mask only for that finite period of time.
        - If they are symptomatic but test negative, they will be advised to go home and get a PCR test for confirmation. If the core activity (performance, shoot, etc.) can continue in the absence of this individual (e.g., using understudies), it may proceed, otherwise, this may be cause for cancellation.
        - If they test positive, thereby exposing their fellow performing individuals, this might be cause for cancellation.
- Note that advance notice and approval of at least one (1) week is required to independently engage in performance production and/or media production at Gibney Center**.** To request approval, please email safety@gibneydance.org.

EXPERIENCING SYMPTOMS

Any employee or artist experiencing COVID-19 symptoms, even mild ones, must:

- **Stay home** or, if on-site when the symptoms occur, **go home**.
    - For Employees: Gibney has flexible and supportive sick leave policies. Reach out to Human Resources to find out more.
- Please **notify** your Gibney point of contact if you were on-site at Gibney Center:
    - at any point within the 48 hours prior to your symptoms developing
    - at any point within the 48 hours prior to receiving a positive test
    - when your symptoms developed, and/or
    - when your positive test result was received.
- Gibney additionally encourages anyone symptomatic to **get tested** for COVID-19, **isolate** from others, and follow the **CDC's Isolation Guidance**.

Gibney will then internally proceed with its **Tracing & Tracking** procedures as outlined herein.
Special considerations for symptomatic individuals in performance and media production:

- In the instance that a performing individual (i.e., the performers, talent, or subjects of the film/photo shoot) is experiencing COVID-19 symptoms of any kind, they:
    - Must immediately disclose this to Gibney
    - Must immediately go home and get tested
    - Cannot return on-site until supplying a negative PCR test
    - If the core activity (performance, shoot, etc.) can continue in the absence of this individual (e.g., using understudies), it may proceed, otherwise, this might be cause for cancellation.
- Note that advance notice and approval of at least one (1) week is required to independently engage in performance production and/or media production at Gibney Center**.** To request approval, please email safety@gibneydance.org.

TESTING

Gibney upholds the New York State Department of Health's guidance on testing and recognizes it as an essential part of reducing the spread of COVID-19. In particular, **Gibney requires that any employee, artist, or visitor (vaccinated or not) experiencing COVID-19 symptoms—even mild ones—stay home and further encourages them to get tested.**

- There are many local health care providers, pharmacies, and government facilities, including mobile and pop-up testing sites, offering testing—often free, that can be found by using resources including, but not limited to:
    - Text "COVID TEST" to 855-48.
    - Use the NYC Department of Health Testing Website
    - Enter your address in the NYC COVID-19 Citywide Information Portal or the Castlight COVID-19 Test Site Finder.

- Locate a NYC Health & Hospital Site, NYC DOH Express Site or a LABQ Mobile Testing Site.
- Purchase a self-test.

Special testing considerations for performance and media production:
Gibney encourages any testing independently required by independent groups that are engaging in approved performance or media production activity at Gibney Center.

- Each performing individual should self-monitor their symptoms. In the instance that anyone **experiences COVID-19 symptoms** of any kind, they:
  - Must immediately disclose this to Gibney.
  - Must immediately go home and get tested.
  - Cannot return on-site until supplying a negative PCR test.
  - If the core activity (performance, shoot, etc.) can continue in the absence of this individual (e.g., using understudies), it may proceed, otherwise, this might be cause for cancellation.
- In the instance that a performing individual is **exposed to COVID-19 by someone,** they:
  - Must immediately disclose this to Gibney.
  - Must reference the CDC's Exposure Guidance and independently seek testing as advised.
  - Will not be permitted to remove their mask for the core activity (performance, shoot, etc.) for 10 days following their exposure, per CDC guidance, unless they can a supply a negative rapid test taken between four (4) and one (1) hours in advance of the core activity each day and are clearly displaying no symptoms of any kind, even mild ones.
    - If they test negative, they may proceed with the core activity (performance, shoot, etc.) and remove their mask only for that finite period of time.
    - If they are symptomatic but test negative, they will be advised to go home and get a PCR test for confirmation. If the core activity (performance, shoot, etc.) can continue in the absence of this individual (e.g., using understudies), it may proceed, otherwise, this may be cause for cancellation.
    - If they test positive, thereby exposing their fellow performing individuals, this might be cause for cancellation.
- In the instance that a performing individual **tests positive**, they will be immediately isolated, sent home, and directed to the CDC's Isolation Guidance.
  - All fellow performing individuals will be considered exposed and will be advised to reference the CDC's Exposure Guidance and independently seek testing as advised.
  - The infected individual will be permitted on-site after their 5-day isolation if they submit a negative antigen rapid or PCR test result, or they may return on-site without a test after 10 days.
- Note that advance notice and approval of at least one (1) week is required to independently engage in performance production and/or media production at Gibney Center**.** To request

approval, please email safety@gibneydance.org.

COVID-19 INFECTION

Any employee or artist who tests positive for COVID-19 must:

- **Stay home**, or **go home** if already at Gibney Center
    - For Employees: Gibney has flexible and supportive sick leave policies. Reach out to Human Resources to find out more.
- **Isolate** from others, following the CDC's Isolation Guidance
- **Notify** their Gibney point of contact if they were on-site:
    - at any point within the 48 hours prior to your symptoms developing
    - at any point within the 48 hours prior to receiving a positive test
    - when your symptoms developed, and/or
    - when your positive test result was received.

Gibney will then internally proceed with its **Tracing & Tracking** procedures as outlined herein.

The infected employee or artist may return on-site after completing their full course of isolation, as per the CDC.

- Gibney Employees, Faculty, and Presented Artists who wish to return on-site after their 5-day isolation must submit a negative antigen rapid or PCR test result in order to do so, or they may return on-site without a test after 10 days.
- A testing exemption applies to those who have tested positive for COVID-19, prior to their active infection, within the past 30 days. (Note: If someone continues to test positive within 90 days of a previous infection, Gibney will review these situations on a case-by-case basis).
    - To request the testing exemption, Gibney requires the following documentation via email to safety@gibneydance.org.
        - PCR Test or Antigen Rapid Test result documentation with date of collection for the individual when they first tested positive.
        - The following Information:
            - Full Name:
            - Role within the institution (admin staff, performer, musician, etc.):
            - Date of initial positive test within the past 30 days:
            - Date of the onset of symptoms (if applicable, if no symptoms, please note asymptomatic):
            - Date when symptoms resolved (if applicable):

Special COVID-19 infection considerations for performance and media production:

- In the instance that a performing individual tests positive, they will be immediately isolated, sent home, and directed to the CDC's Isolation Guidance.

    - All fellow performing individuals will be considered exposed and will be advised to reference the CDC's Exposure Guidance and independently seek testing as advised.
    - The infected individual will be permitted on-site after their 5-day isolation if they submit a negative antigen rapid or PCR test result, or they may return on-site without a test after 10 days.
- Note that advance notice and approval of at least one (1) week is required to independently engage in performance production and/or media production at Gibney Center**.** To request approval, please email safety@gibneydance.org.

TRACING & TRACKING

In the instance that an employee or artist on-site at Gibney Center tests positive, to the extent that we are made aware, Gibney will immediately **notify** all close contacts.

- Gibney uses its Sign In App technology to determine those who were on-site and within **close contact** of the infected individual.
    - Gibney uses the CDC definition of close contact.
- Gibney immediately sends out a **"Notification of Positive COVID-19 Case at Gibney Center"** email to all close contacts (bcc'd to protect confidentiality and anonymity), which notifies the individuals of the exact date and time of possible exposure, protects the anonymity of the infected individual, and directs all to CDC guidance for exposure.
- If required by New York State, Gibney will then submit information on the positive case and close contacts for documented contact tracing.

FAQS

AT-A-GLANCE

What is COVID-19?
What is Gibney doing to keep everyone safe?
Do I need to be vaccinated?
Do I need to wear a mask?
Do I need to get tested?
What do I do if I believe I have COVID-19 / am having COVID-19 symptoms?
What do I do if I tested positive for COVID-19 and am having symptoms?
What do I do if I tested positive for COVID-19 but am not having symptoms?
What do I do if I have a known or suspected exposure to someone with COVID-19?
What happens if there is a confirmed case of COVID-19 on-site?
What precautions do I need to take if I am traveling?
Can I meet with others at Gibney Center before or after my class/rental?
Where do I find the most up to date information?
How can I contact you?

WHAT IS COVID-19?

COVID-19 is a respiratory disease caused by SARS-CoV-2, a coronavirus discovered in 2019. The virus spreads mainly from person to person through respiratory droplets produced when an infected person coughs, sneezes, or talks. Some people who are infected may not have symptoms. For people who have symptoms, illness can range from mild to severe. Adults 65 years and older and people of any age with underlying medical conditions are at higher risk for severe illness. People ages 5 years and older should get COVID-19 vaccines to prevent getting and spreading the illness. Everyone ages 12 and older can get a booster shot.

Learn more on the CDC website: https://www.cdc.gov/dotw/covid-19/index.html.

WHAT IS GIBNEY DOING TO KEEP EVERYONE SAFE?

We're doing a lot to keep everyone—including employees, artists, and visitors—safe while at Gibney Center. Some safety measures include:

- Sign In App accounts are still required for entry (needed for contact tracing and fire safety)
- Required masks in common areas and for audiences; recommended masks in studios
- Masks available
- Suggested social distancing whenever possible
- Upgraded MERV-13 HVAC filters

- Interventions made to increase fresh air flow and improve air quality
- Hand sanitizer and hand washing stations available
- Multiple, daily cleaning and disinfection rounds, as per CDC guidance
- Adjusted class and rental times to limit the number of people during check-in
- Trained staff in COVID-19 management, customer service, and de-escalation
- Flexible and supportive sick leave policies for staff
- Safety Task Force assessing Gibney's safety measures on a weekly basis
- Signage with helpful reminders, resources, policies, and protocols
- Regular internal and external communications with timely updates
- Consistent home for updated information: https://gibneydance.org/plan-your-visit/

Want to know more? Please visit Gibney's COVID-19 Reopening Plan above.

DO I NEED TO BE VACCINATED?

As of November 15, 2022, Gibney Center **no longer requires proof of vaccination for visitors**. This policy is subject to change based on public health guidance or government mandates.

Nonetheless, Gibney encourages all who are eligible to maintain up-to-date vaccination status in accordance with CDC Guidelines.

DO I NEED TO WEAR A MASK?

Masks are required in all common areas and recommended in all studios at Gibney Center:

- This assumes that individuals are over the age of two and able to medically tolerate such covering.
- Common areas include: the lobbies, elevators, hallways, bathrooms, dressing rooms, galleries, green rooms, etc. at both 890 & 280 Broadway.
- Acceptable masks and face coverings cover both the nose and mouth. Bandanas, buffs, and gaiters are not acceptable face coverings.
- CDC guidance on masks can be found here: https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html.
- Gibney has masks available on-site.

Special mask/face covering considerations for performance and media production:

- Audience members attending live performances at Gibney Center are **required** to wear acceptable masks/face coverings.

Want to know more? Please visit Gibney's COVID-19 Reopening Plan above.

DO I NEED TO GET TESTED?

Testing is not required for employees, visitors, and/or artists to enter Gibney Center, unless specified in direct outreach from your Gibney point person as related to a specific activity.

However, **if you do not feel well or are experiencing any COVID-19 related symptoms, please stay home (or go home, if already at Gibney Center) and get tested.**

Testing is free to all eligible New Yorkers. For the most current information on testing, visit the New York State COVID-19 Testing website.

To find a local testing site, some (but not all!) options are as follows:

- Text "COVID TEST" to 855-48.
- Enter your address in the NYC COVID-19 Citywide Information Portal or the Castlight COVID-19 Test Site Finder.
- Locate a NYC Health & Hospital Site, NYC Health Department COVID Express Site or a LABQ Mobile Testing Site.
- Purchase a self-test.

Want to know more? Please visit Gibney's COVID-19 Reopening Plan above.

WHAT DO I DO IF I BELIEVE I HAVE COVID-19 / AM HAVING COVID-19 SYMPTOMS?

- **Stay home** if you are experiencing COVID-19 symptoms and/or have a fever of over 100.4 degrees or, if you are on-site when the symptoms occur, you will be asked to **go home**.
    - For Staff: Remember that Gibney has flexible and supportive sick leave policies! Reach out to Human Resources to find out more.
- Please **notify** your Gibney point of contact if you were on-site:
    - at any point within the 48 hours prior to your symptoms developing
    - at any point within the 48 hours prior to receiving a positive test
    - when your symptoms developed, and/or
    - when your positive test result was received.
- We encourage you to **get tested** for COVID-19, **isolate** from others, and follow **CDC Isolation Guidance**.
- Gibney staff will implement its tracing and tracking procedures.
    - Please know that your anonymity will be preserved, and any personal or medical information shared will be kept confidential, and only shared as required by New York State contact tracing protocols.
- You may return on-site after completing your full course of isolation.
    - **If you are a Gibney Employee, Faculty, or Presented Artist**, you are required to submit a negative antigen rapid or PCR test in order to return after a 5-day isolation period, or you may return on-site without a test after 10 days. Please see Gibney's Reopening Plan for details around testing exemptions.

WHAT DO I DO IF I TESTED POSITIVE FOR COVID-19 AND AM HAVING SYMPTOMS?

- First and foremost, we hope you **feel better soon!**
- **Stay home** or **go home**.
    - For Staff: Remember that Gibney has flexible and supportive sick leave policies! Reach out to Human Resources to find out more.
- Please **notify** your Gibney point of contact if you were on-site:
    - at any point within the 48 hours prior to your symptoms developing
    - at any point within the 48 hours prior to receiving a positive test
    - when your symptoms developed, and/or
    - when your positive test result was received.
- Gibney staff will encourage you to **isolate** from others, following **CDC Isolation Guidance**.
- Gibney staff will then implement its tracing and tracking procedures.
    - Please know that your anonymity will be preserved, and any personal or medical information shared will be kept confidential, and only shared as required by New York State contact tracing protocols.
- You may return on-site after completing your full course of isolation.
    - **If you are a Gibney Employee, Faculty, or Presented Artist**, you are required to submit a negative antigen rapid or PCR test in order to return after a 5-day isolation period, or you may return on-site without a test after 10 days. Please see Gibney's Reopening Plan for details around testing exemptions.

WHAT DO I DO IF I TESTED POSITIVE FOR COVID-19 BUT AM NOT HAVING SYMPTOMS?

- **Stay home** or **go home**.
    - For Staff: Remember that Gibney has flexible and supportive sick leave policies! Reach out to Human Resources to find out more.
- Please **notify** your Gibney point of contact if you were on-site:
    - at any point within the 48 hours prior to your symptoms developing
    - at any point within the 48 hours prior to receiving a positive test
    - when your symptoms developed, and/or
    - when your positive test result was received.
- Gibney staff will encourage you **isolate** from others, following **CDC Isolation Guidance**.
- Gibney staff will then implement its tracing and tracking procedures.
    - Please know that your anonymity will be preserved, and any personal or medical information shared will be kept confidential, and only shared as required by New York State contact tracing protocols.
- You may return on-site after completing your full course of isolation.
    - **If you are a Gibney Employee, Faculty, or Presented Artist**, you are required to submit a negative antigen rapid or PCR test in order to return after a 5-day isolation period, or you may return on-site without a test after 10 days. Please see Gibney's Reopening Plan for details around testing exemptions.

WHAT DO I DO IF I HAVE A KNOWN OR SUSPECTED EXPOSURE TO SOMEONE WITH COVID-19?

- Please reference CDC Exposure Guidance.
- In addition, you should:
    - Wear a well-fitting **mask around others for 10 days,**
    - Get **tested at least 5 days after your exposure,** and
    - If you develop COVID-19 symptoms, immediately isolate from others and see "What do I do if I believe I have COVID-19 / am having COVID-19 symptoms?"

WHAT HAPPENS IF THERE IS A CONFIRMED CASE OF COVID-19 ON-SITE?

- After being notified by the infected individual, Gibney will immediately **notify** all necessary employees and artists using its Sign In App technology to determine those individuals who potentially had **close contact (as defined by the CDC)** with the infected individual.
    - This notification will occur via email, with recipients bcc'd to protect confidentiality.
    - The notification will alert recipients to the exact time frame and date of possible exposure, while protecting the anonymity of the infected individual, and direct all to follow the CDC's Exposure Guidance.
- On-site, Gibney will clean and disinfect the exposed areas as per CDC guidelines on "Cleaning and Disinfecting Your Facility."
- The infected individual is permitted back after successfully completing the CDC-recommended isolation guidance.

WHAT PRECAUTIONS DO I NEED TO TAKE IF I'M TRAVELING?

Please refer the New York State COVID-19 Travel Advisory, CDC Guidance on U.S. Domestic Travel, and/or CDC Guidance on International Travel.

If you recently traveled prior to arriving at Gibney Center, please monitor your health. If you do not feel well or are experiencing any COVID-19 related symptoms, please **stay home** and **get tested**.

WHERE DO I FIND THE MOST UP TO DATE INFORMATION?

You go-to place for up-to-date information on COVID safety at Gibney is our **Plan Your Visit webpage: https://gibneydance.org/planyourvisit/**, which includes access to Gibney's COVID-19 Reopening Plan.

Digitally: Email communications, confirmations, and social media will reiterate key information in real-time. Gibney Employees are additionally kept apprised through a weekly email from its Safety Task Force.

On-site: Gibney Employees can answer your questions, ample signage is posted, and hard copies of the Reopening Plan are available.

If you have questions that are not answered through the above means, please email safety@gibneydance.org.

HOW CAN I CONTACT YOU?

If you have a question that is not answered here or in Gibney's COVID-19 Reopening Plan, please email safety@gibneydance.org.

If you would like to provide us with feedback around our Reopening Plan, or your experience at our Center, please fill out our Community Feedback Form. This form is also accessible throughout the Center via QR Code links posted in each studio.

890 BROADWAY
FIFTH FLOOR
NEW YORK, NY 10003
TEL: 212 677 8560

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ENTER 53A CHAMBERS
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RESOURCES

GENERAL INFORMATION

- American Medical Association COVID-19 Website
- CDC Coronavirus (COVID-19) Website
- CDC Quarantine & Isolation Guidance
- New York Forward Guidance
- New York State Department of Health (DOH) Novel Coronavirus (COVID-19) Website
- Occupational Safety and Health Administration (OSHA) COVID-19 Website

WORKPLACE GUIDANCE

- CDC Guidance for Businesses and Employers Responding to COVID-19
- OSHA Guidance on Preparing Workplaces for COVID-19

PERSONAL PROTECTIVE EQUIPMENT GUIDANCE

- CDC Guide to Masks
- OSHA Personal Protective Equipment

CLEANING & DISINFECTING GUIDANCE

- CDC Cleaning and Disinfecting Your Facility Guidance
- United States Environmental Protection Agency Disinfectants for COVID-19

SCREENING & TESTING GUIDANCE

- CDC COVID-19 Symptoms
- NYS DOH COVID-19 Testing

DANCE-SPECIFIC RESOURCES

- Dance/USA Informational Papers
- Reopening Dance in NYC (Built by Dance/NYC & Gibney)

PERFORMANCE VENUE GUIDANCE

- Actors Equity COVID-19 Information for Producers
- AGMA/SDC Return to Stage and Performing Arts Playbook
- DGA, IATSE, SAG-AFTRA, Teamsters/Basic Crafts COVID-19 Agreement
- IATSE C.A.R.E.S Resources
- NY Forward Guidance for Various Industries - ARCHIVED
- OSHA COVID Resources
- SAG/AFTRA COVID Safety Guidelines

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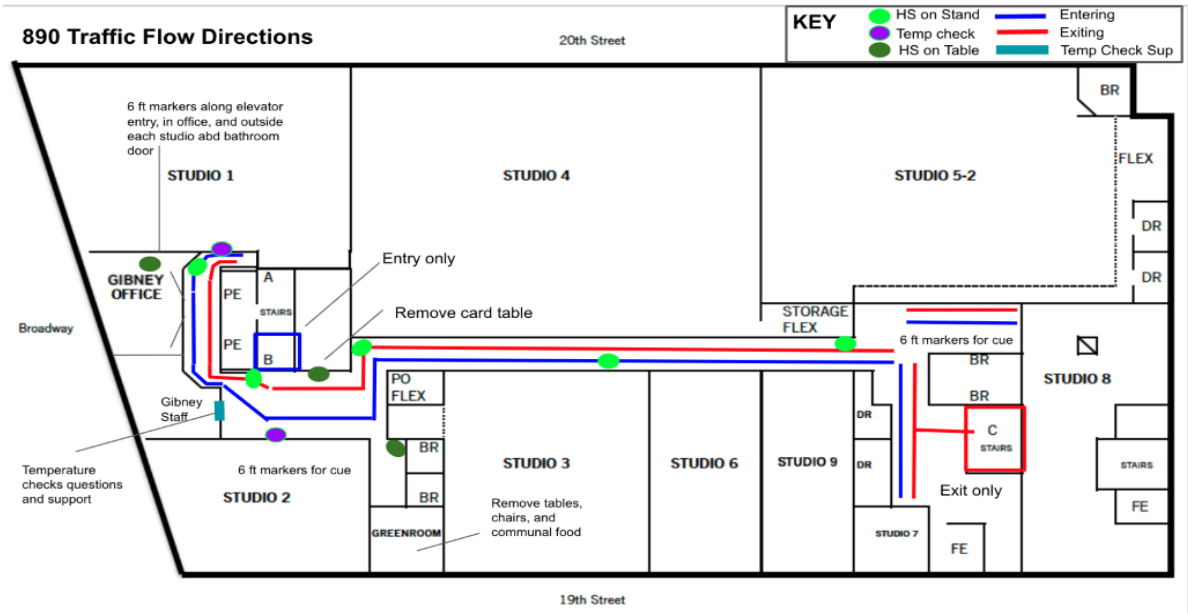
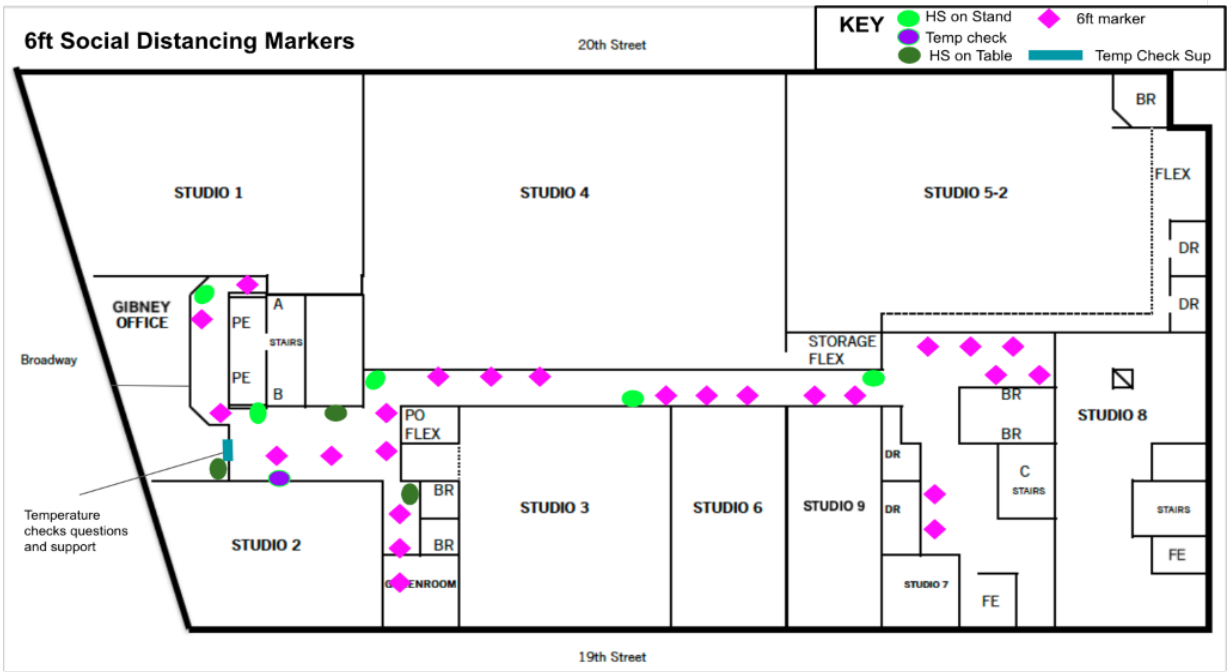
APPENDICES

APPENDIX A: TRAFFIC FLOW & SOCIAL DISTANCING FLOOR PLANS





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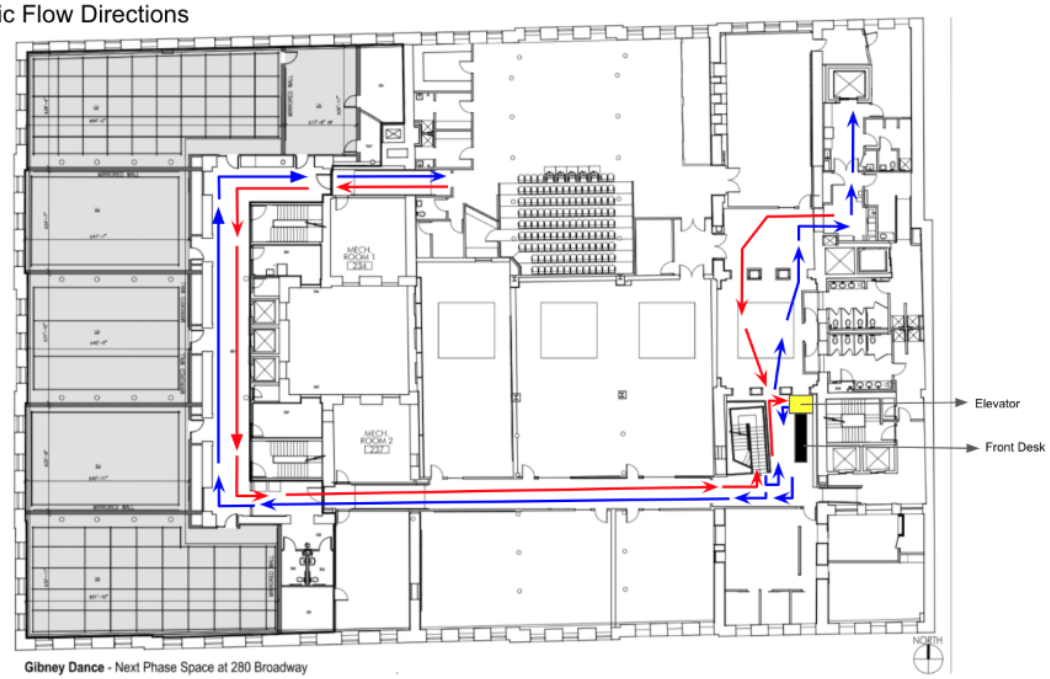
Gibney 280 Traffic Flow Directions

Keynote:

- Entering
- Exiting

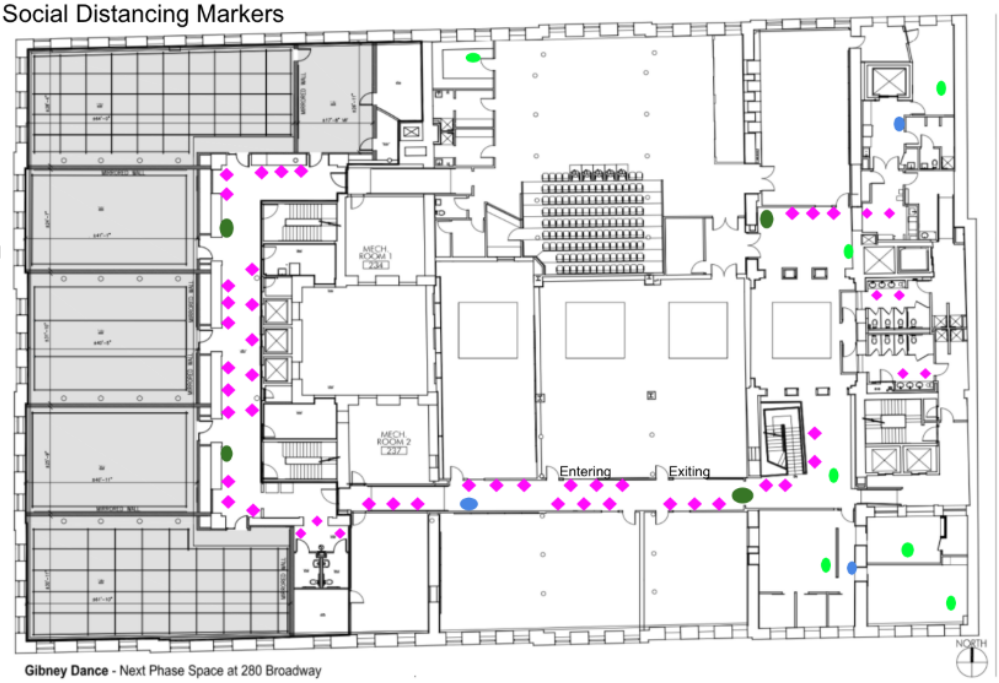


Gibney Dance - Next Phase Space at 280 Broadway

Gibney 280 6ft Social Distancing Markers

Keynote:

- 6ft markers
- HS on stand
- HS on table
- HS wall mounted



Gibney Dance - Next Phase Space at 280 Broadway

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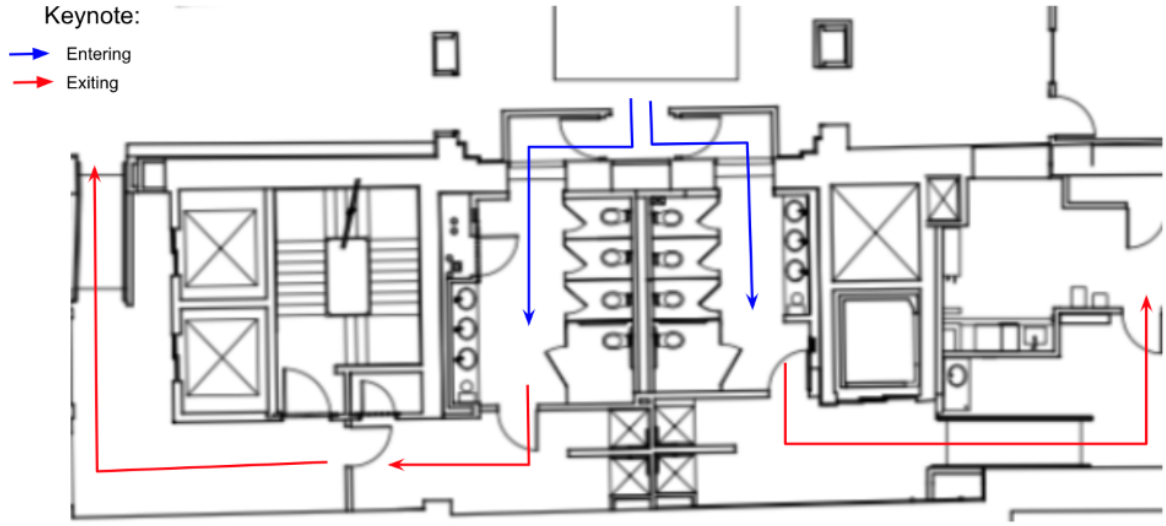
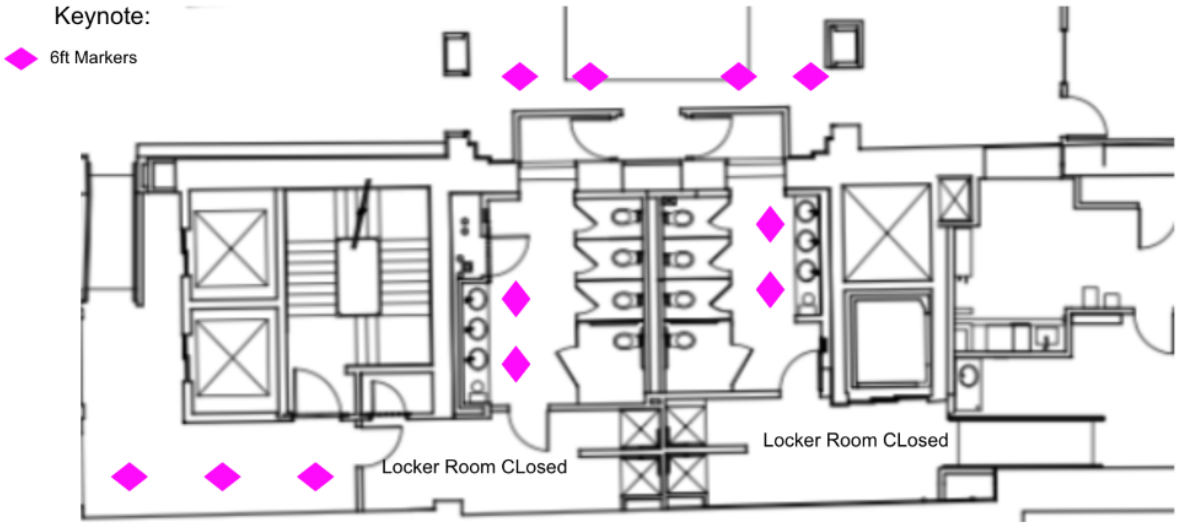
Gibney 280 Communal Bathrooms Traffic Flow Directions



Gibney 280 Communal Bathrooms 6ft Social Distancing Markers



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APPENDIX B: GIBNEY CLEANING PRODUCT MATRIX

Gibney Staff Use	Vendor	SKU	EPA #	CDC Recommended?	
				Yes	No
Clorox Wipes	Supplyworks	CLO15948		☑	☐
409	Supplyworks	CLO03107		☑	☐
Odoban	Supplyworks	CCX911062-G4	66243-2	☐	☑
Rosco Floor Cleaner (blue)	Rosebrand			☐	☑
Rosco Floor Cleaner (yellow)	Rosebrand			☐	☑
Renown Dishwashing Detergent	Supplyworks	REN02765-MS		☑	☐
Windex	Supplyworks	SCJ69650	4822-593	☑	☐
Renown Stain Remover Spray	Supplyworks	880847		☐	☑
Renown Stainless Steel Cleaner	Supplyworks	APP12728		☐	☑
GreenWorks Cleaning Wipes	Amazon	B014P0K2OE		☑	☐
Marley Floor Cleaners:					
Harlequin Daily Cleaner & Disinfectant	Harlequin			☑	☐
Envirox (sanitizer/virucide cleaner)	Envirox		69268-2	☐	☑
QT-TB	Hillyard		1839-83-1658	☑	☐
Oxivir five16	Betty Mills Co.		70627-58	☑	☐
Bona	Bed, Bath, Beyond		91861-2	☑	☐
Denatured alcohol	McMaster-Carr			☑	☐
StageStep: ProClean D Plus	StageStep		1839-95	☑	☐
Cleaning Team Use					
"Orange"	Envirox		69268-2	☐	☑
Critical Care	Envirox		72977-3 -69268	☑	☐
Envirocleanse-A	Envirocleanse		85134-1	☑	☐
Clean and Shine			10324-154-3297	☑	☐
Pro-Link D3			10324-154	☑	☐

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APPENDIX C: NYC DOH & MENTAL HYGIENE INSPECTION CONFIRMATIONS

---------- Forwarded message ---------
From: **donotreply@health.nyc.gov** <donotreply@health.nyc.gov>
Date: Thu, Apr 8, 2021 at 1:23 PM
Subject: Your Gym/Fitness Facility Passed Inspection: 00011660
To: elyse@gibneydance.org <elyse@gibneydance.org>

Hello,

Congratulations. Gina Gibney Dance Inc. at 890 Broadway, 5th Floor, 10003, with ID number (00011660) has passed its New York City Department of Health and Mental Hygiene inspection. Please make sure that you continue to follow all New York State requirements. Failure to do so may result in violations and the closure of your business.

Due to recent increases in COVID-19 transmission in certain neighborhoods, gyms and fitness centers in those neighborhoods must temporarily close. To see if your facility is located in a Red or Orange zone and must close, visit www.nyc.gov/covidzone. Check this map often, as requirements may change. For more information, see here.

Please keep a copy of this email for your records.

Please do not reply to this email, this email inbox is not monitored.

Thank you,

The New York City Department of Health and Mental Hygiene

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---------- Forwarded message ---------
From: **donotreply@health.nyc.gov** <donotreply@health.nyc.gov>
Date: Wed, May 19, 2021 at 12:00 PM
Subject: Your Gym/Fitness Facility Passed Inspection: 00012232
To: elyse@gibneydance.org <elyse@gibneydance.org>

Hello,

Congratulations. Gina Gibney Dance Inc. at 280 Broadway (Entrance at 53 A Chambers St), 2nd Floor, 10007, with ID number (00012232) has passed its New York City Department of Health and Mental Hygiene inspection. Please make sure that you continue to follow all New York State requirements. Failure to do so may result in violations and the closure of your business.

Due to recent increases in COVID-19 transmission in certain neighborhoods, gyms and fitness centers in those neighborhoods must temporarily close. To see if your facility is located in a Red or Orange zone and must close, visit www.nyc.gov/covidzone. Check this map often, as requirements may change. For more information, see here.

Please keep a copy of this email for your records.

Please do not reply to this email, this email inbox is not monitored.

Thank you,

The New York City Department of Health and Mental Hygiene