



COVID-19 Safe Location Filming Procedures

1. Crew & Talent (Actors/Models)

Pre-shoot checks:

- Ensure that all members of the shoot are contactable to discuss health the day before and the morning of shoot.
- Crew and Talent that are in a vulnerable group or who live with those that are should consider their participation.
- If any cast or crew have any of the following symptoms: high temperature, new continuous cough, loss or change to sense of taste or smell, they should get a test as soon as possible & advise the production team. They should not come to the filming location. If they are already there, then they need to alert the production team and go home. Production will follow up on next steps.
- All individuals attending the shoot to declare their travel within the last four weeks. Risk assessment to highlight any potential increased danger of infection.

Shoot day

- Where possible take temperature tests on arrival on set. Follow escalation procedure if anyone has a temperature above **37.8C**
- No one should attend or gain access to the set who is not on the pre-agreed production call sheet.
- Numbers of crew working will be limited and reduced so social distancing can be practised.
- No crew member will be near talent, unless they are part of the Hair, Make Up, Sound, or Wardrobe Departments.
- All those that are permitted to be near talent must be masked.
- All individuals to be conscious of who they have worked with/where they have been in case we need to check post shoot for test and trace compliance.

2. General Shoot COVID-19 Safety Practices



It is important that all activities taking place as part of on-location filming, adhere to government advice on the procedures to follow, in order to reduce the risk of people catching and spreading the disease.

The latest government advice can be found via the following link. All persons on site will be advised of the key findings of this: <https://www.gov.uk/coronavirus>

Social distancing - A 2 metre (6ft) distance between people must ideally be maintained. If that isn't possible then masks must be worn.

Good hygiene procedures - All parties involved must wash their hands or use sanitising gel (at least 70% alcohol) upon arrival as well as regularly throughout the day (before eating and whenever moving or changing the handling of equipment or props) and avoid touching your eyes, nose and mouth with unwashed hands at all times. All shared surfaces will be sanitised regularly.

Travel - crew will drive separately to location and in their own vehicles. If travelling in the same vehicle is unavoidable then face masks must be worn throughout the journey.

If using public transport please follow government advice (see link above). Namely, plan journey to minimise changes, and leave plenty of time, keep 2m where possible and follow procedures put in place. If you can, wear a face covering, and at the end of the journey wash or sanitise your hands as soon as possible.

PPE - will be used by crew, where social distancing cannot be maintained.

Specific safety arrangements for make-up, hair and stylists - Make-up and hair artists will wear masks and visors, and use disposable gowns and towels. A different set of brushes and products will be used per actor/model to ensure no cross contamination. All kit will be sterilised pre and post shoot. If hair dryers are to be used, then ideally this will be outside, but if not then doors and windows should be opened.

Design teams, stylists and actors/models to wear masks and gloves during fittings.

Clothes to be steamed between fittings and steamed in advance of shoot and left in accessible space for actor/model and stylist.

Food & Drink - Crew members are encouraged to bring their own food and drink for additional safety.

Post Filming - All equipment involved in the shoot will be thoroughly cleaned by the person responsible for keeping it post-shoot.

Check in with members of the team a couple of days post-shoot to maintain a conscious awareness of the health and well-being of those involved is good practice but not essential.