

Youth Square – Guidance Notes to Hirers (Disease Prevention Measures)

- (1) In view of the latest situation of COVID-19, Youth Square hirer (including a person, company or organisation) of venues and audiences shall follow the disease prevention measures arranged by Youth Square in order to protect the safety of public health. Any persons who may be suffering from a communicable disease based on the 'Terms and Conditions of Hire', Youth Square would prohibit the admission to the Unit.
- (2) Hirer shall obtain a list of participants' information, including name list, health conditions, contact method, travel history of past 14 days and contact history with confirmed COVID-19 case.
- (3) Performers should measure their body temperature during the period of booking every day. For any performers had travelled to or from other countries shall accept testing of COVID-19 and tested negative prior to the performance.
- (4) All users and audiences are required to wear their own masks and have temperature check at the entrances in Youth Square. Any visitors with fever or respiratory symptoms should refrain from using the venue facilities and seek medical assistance immediately. Hirer shall arrange staff at the entrance of venue to provide masks for those event participants and audience in case they do not have a mask.
- (5) All users and audiences are required to actively present their vaccination record or Exemption Certificate and the relevant QR code, including that saved in "LeaveHomeSafe" mobile application or shown on mobile applications such as "iAM Smart" or "eHealth", or the QR code shown on their paper vaccination record before they are allowed to enter Y Theatre, Y Studio, Y Platform and Dance Studio of Youth Square. For any person whose vaccination record (e.g., non-local vaccination record) or Exemption Certificate does not contain a QR code, or any children aged under 12 not accompanied by an adult, Youth Square will use a specified form to collect the personal particulars of the relevant person (name, contact number, date and time of visit) and keep the record for 31 days. Except for exempted persons, anyone who fails to scan the "LeaveHomeSafe" QR code or provide electronic vaccination records or Exemption Certificates will be denied entry. Hirer is required to provide at least two manpower to assist such arrangement.
- (6) Children, elderly or people with disabilities should be assisted by their minders in scanning the venue's QR code of "LeaveHomeSafe" or register their name, contact number and the date and time of the visit. The hirer should assist in handling if they are not accompanied.
- (7) Hirers and audiences are required to actively present their vaccination record or Exemption Certificate and the relevant QR code, including that saved in "LeaveHomeSafe" mobile application or shown on mobile applications such as "iAM Smart" or "eHealth", or the QR code shown on their paper vaccination record again for every entry or re-entry.
- (8) The Hirer shall reserve longer admission time, to ensure all participants can complete temperature check and related registration before entering the venue.
- (9) If a performer who are unable to wear masks during rehearsal or performance, he/she must take a government-recognised RT-PCR nucleic acid test for COVID-19 and obtain a negative test result within 7 days before their first entry to the performance venues. This measurement also applies to those who are compulsory to take the test. Please notify the venue

at least 7 days prior the booking date. Besides, depending on the number of days of the performance, a performer has to provide an updated negative test result every 14 days. Each Performer who is unable to wear masks need to maintain a distance at least 1.5 meters with others or set partition(s) which could serve as an effective buffer between performers. In case of violation, Youth Square will reserve the right to ban the performers concerned from performing.

- (10) Eating and drinking is prohibited in venues of Youth Square, hirers and audiences are not allowed to eat in the foyer, dressing room, press room, stalls, balcony and backstage.
- (11) All users and audiences should wear their own masks in all situations, including photo taking.
- (12) All users need to observe hand hygiene; wash hands with liquid soap and water or clean hands by rubbing with 70-80% alcohol-based hand rub.
- (13) Only one shower cubicle in each venue will be allowed to use in order to maintain social distancing at all times.
- (14) All users should avoid sharing of items.
- (15) All users should maintain appropriate social distance in hiring units and common areas.
- (16) If any staff, participant or audience does not feeling well during event or performance, hirer must inform Youth Square immediately.
- (17) If any persons (included but not limited to admin staff, technical staff, contractors, performers) tested positive for COVID-19 within 14 days after the event/ performance, hirer must inform Youth Square and The Centre for Health Protection immediately.
- (18) The capacity of Youth Square venue, the total number of seating and related arrangement will be subject to the public health situation and the latest legal requirements to maintain proper social distance.
- (19) Performers and staff of production teams are required to maintain appropriate physical distancing.
- (20) Performers are advised to wear the mask during rehearsals. All other persons except performers on stage must wear their own mask during performance.
- (21) All technical and stage equipment, including microphone, props rack or tables, scenery shall be cleaned after each performance.
- (22) Youth Square shall adjust the above preventive measures and operational arrangements according to the situation of public hygiene and the prevailing regulatory requirement.

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