



COVIDSafe Presenter Information

Prior to your arrival, the Glasshouse will require the following documentation for all events in our performance spaces.

- Your COVIDSafe Plan for this event
- Your Risk Assessment for this event

We will ensure that you have received our own COVIDSafe documentation and information, including:

- Glasshouse COVIDSafe Plan for Events & Performances
 - A list of additional requirements or resources to maintain safety of patrons, touring crew and Glasshouse staff.
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For all upcoming events impacted by COVID restrictions, the following additional terms and conditions will apply.

Schedule to Glasshouse Venue Hire Agreement Part A: COVIDSafe Additional Terms and Conditions for Venue Hire

Additional terms for the Hirer of the Venue for the purposes of the Agreed Use

1. The terms in this Schedule to Part A apply to the Venue Hire Agreement for any Activity during the period in which a Human Biosecurity Emergency is declared by the Australian Government.
2. The Hirer:
 - a. must provide the following to the Glasshouse Management no later than two weeks prior to the date of the first performance:
 - i. a COVID safe plan which must include consideration of how to ensure hygiene and safety, physical distancing and staff wellbeing specifically in the context of the Agreed Use; and
 - ii. a risk assessment of the Activity which takes into consideration risk to performers, stage crew and audience, and specifies mitigation measures the Hirer will implement and which the venue should implement. Costs incurred by the Glasshouse to implement specific risk mitigation measures specified by the Hirer will be borne by the Hirer.
 - b. must ensure that all persons they bring to the Venue comply with the Venue's COVID safe plans, conditions of entry and procedures, which will include matters that may have an impact on the running of the Activity, such as:
 - i. playing of recorded announcements within the Venue and
 - ii. changes to Activity start and interval timings and procedures and
 - iii. changes to open times for auditorium doors
 - c. acknowledges that:
 - i. while a declaration of a Human Biosecurity Emergency is in force, there is a likelihood that an Activity may not be able to proceed, for reasons related to that emergency;

- ii. circumstances may require that a decision not to proceed with the Activity may need to be taken at short notice in the interests of public health and safety and
 - iii. that any decision to increase the audience capacity of the Venue lies solely with the Glasshouse and the Glasshouse may decide not to increase capacity even if this is legally permissible.
 - d. accepts the risk of cancellation and will not seek to recover from the Glasshouse any cost or expense where an Activity cannot proceed because of:
 - i. State or Commonwealth public health order or regulation;
 - ii. advice not to proceed from the local police area command or government emergency agency; or
 - iii. a decision of Port Macquarie Hastings Council.
 - e. agrees to refund tickets that are returned because a patron has decided not to attend the Activity because they are complying with the advice of the Glasshouse, Public Health Officials or Glasshouse Conditions of Entry not to attend if they have possible COVID 19 symptoms, have been tested for COVID 19 and are awaiting results or feel unwell.
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