



# Production Attic

## COVID-19 safe filming guidelines

Production Attic are committed to providing a safe working environment for our employees, freelance crew and clients.

On top of adhering to government guidelines and measures in place in any locations where filming is taking place we will:

- Brief each shoot attendee with these guidelines
- Request all crew carry out a COVID self test in advance of the shoot
- Request all client participants also carry out a test in advance of the shoot - self tests can be ordered next day for free from the NHS
- Require each member of crew to sign a declaration form stating that they have no cause to believe that they have COVID-19
- Require all crew will drive themselves separately to each filming location (unless from the same household)
- Require temperature checks before allowing attendees on set
- Stagger call times where possible to keep crew per location to a minimum
- Divide equipment between crew members and unless wearing PPE that kit / kit bag will not be handled by anyone else
- Leave equipment for at least 7 days Between shoots unless sanitised
- Endeavour to use our in house kit where possible
- If we do need to hire in equipment we have a list of trusted suppliers that all follow the necessary COVID-19 protocols.
- Prep and light locations with reduced crew in advance
- Wait to break down kit until everyone else has left the location
- Keep our crew size to a minimum with essential crew only
- Keep filming locations to a minimum and avoid unnecessary travel
- Ensure all cast and crew wash and thoroughly dry hands on arrival and during the day at regular intervals
- Provide Alcohol-based (60% minimum) sanitisers as a part of our kit
- Mark safe distances with tape / signs where appropriate and possible
- Provide PPE for any instance where the team need to break the 2m-distancing guidelines
- Possibly suggest employing a crew member whose sole job is to monitor the above rules throughout the shoot (this is unlikely for small interview crews but may be required for larger crews with multiple cast members / clients present)



# Production Attic COVID-19 declaration

I confirm that I have not been directly exposed to someone who is suspected of having or diagnosed with COVID-19

I confirm that I am not currently exhibiting symptoms of COVID-19 including:

- High Fever
- Difficulty breathing (e.g. unable to finish sentences because of your breathing, short of breath at rest, unable to lie down because of difficulty breathing)
- Cough
- Persistent pain or pressure in chest
- Body aches
- Nasal congestion
- Runny nose
- Sore throat
- Diarrhoea

Name -----

Date -----

Project -----

Signature -----