

# MANDATORY COVID-19 VACCINATION POLICY

## CITADEL + COMPAGNIE

As of September 22 2021, Citadel + Compagnie has implemented a mandatory COVID-19 vaccination policy for all persons entering The Citadel: Ross Centre for Dance. This policy follows the [announcement](#) by the Government of Ontario that all non-essential businesses, including theatres, concert halls, fitness facilities, and event venues will require proof of double vaccination. Going forward, and until further notice, patrons, artists, renters, and class participants attending any activities at The Citadel: Ross Centre for Dance will be required to provide proof of vaccination. The health and safety of our staff, performers and patrons is our highest priority.

### HOW IT WORKS

When buying tickets for events at The Citadel: Ross Centre for Dance, patrons will be required to review the terms of the COVID-19 Vaccination Policy before being able to complete the order. At this time, regulations require patrons to show their second-dose vaccine receipt along with a valid photo I.D. card. Audience members should be prepared to show this upon arrival at the building. Renters will be asked to provide proof of vaccination in advance for all participants attending a rental booking.

After Oct 22, 2021, all employees (existing and new, fulltime, and part-time), volunteers, contractors & limited term personnel/artists, audiences, renters, and 3rd parties, must provide proof of vaccination by Ontario's QR code and verification app or a paper or digital receipt of vaccination with a form of government-issued identification.

The COVID-19 Vaccination Policy will be implemented as an open-ended one. In other words, changes or reversals can be made to the policy, informed by updates relating to infection rates, transmission data, variant developments, and local, provincial and federal regulations.

### DEFINITION AND PROOF OF VACCINATION

“Fully vaccinated” means having received the full series of a COVID-19 vaccine or combination of COVID-19 vaccines approved by WHO (e.g. two doses of a two-dose vaccine series, or one dose of a single dose vaccine series); and having received the



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final dose of the COVID-19 vaccine at least 14 days prior to attending any activity at The Citadel. To maintain ongoing vaccinated status, everyone entering the premises must also receive each dose/booster that may be required or recommended by Public Health Canada.

## SCOPE

This mandatory COVID-19 Vaccination Policy applies to any individual working, attending, or visiting the Citadel: Ross Centre for Dance, located at 304 Parliament Street, Toronto.

When Citadel + Compagnie is in rehearsal or performing at any other venues, this Mandatory Vaccination Policy will be in effect for any individual employed or engaged by C+C and, if applicable, any additional vaccination or COVID-19 safety policies held by the venue.

## HOW DO I GET PROOF OF VACCINATION?

Paper and electronic records from your clinic or pharmacy that shows your name and date of vaccination will be accepted.

Records can also be printed or accessed through the Government of Ontario's Provincial Portal found [here](#).

Additionally, if you have access to the Toronto Public Library, any branch will print and laminate your vaccination form. More information about their program can be found [here](#).



## WHAT IF I AM EXEMPT FROM GETTING VACCINATED?

Any patron needing an exemption due to a medical condition or disability will need to complete the attached form below and bring the signed form to the Citadel.

For medical exemptions, the patron will need to supply a written medical certificate from a physician or nurse practitioner advising with an independent and objective opinion

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that the person should not get the COVID-19 vaccination due to a medical contraindication. The medical certificate must also set out the effective time period for the medical exemption.

The patron requiring reasonable accommodation will also need to provide proof of a negative COVID test (molecular, PCR) that was administered by an official testing center to the event. The test must be taken no more than 72 hours prior to entry. Rapid test results will not be accepted for entry.

### **WHAT ABOUT THOSE UNDER THE AGE OF 12?**

As the vaccine has not been approved for use on children and youth under the age of 12, when coming to a performance, event, or class that is under 2 hours, people under the age of 12 will need to complete a COVID-19 self-assessment screening form and be asymptomatic. For all other situations, the need for PCR testing will be assessed on a case-by-case basis.

### **WILL I STILL HAVE TO WEAR A MASK?**

Yes, masks will still be required inside our building. We will continue to follow Public Health guidance in this regard.

### **I HAVE NO INTENTION OF GETTING VACCINATED. WHAT HAPPENS NOW?**

Our vaccination policy was created with the safety of all our community members in mind. Until further notice, you will not be permitted inside the Citadel: Ross Centre for Dance. If you require an exemption due to a medical condition or disability please see above.

### **HOW CAN I GET VACCINATED?**

To find a vaccination site near you, please [click here!](#) We look forward to seeing you at the theatre!

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## **ADDITIONAL NOTES FOR OUR ARTISTS AND STAFF**

Artists and staff must submit their proof of a valid second dose of the vaccine to [production@citadelcie.com](mailto:production@citadelcie.com) before coming to the building. Once you have submitted your proof of vaccination a note will be made in a private document that you have been fully vaccinated. Once this has been documented you will not be required to show your vaccine receipt for future visits. If you would not like your status to be recorded you must bring in your vaccination receipt every time you enter the building.

Any artist/staff member needing an exemption due to a medical condition or disability is required to complete the attached form and hand it in to the appointed C+C staff member along with your negative COVID-19 test results. Please read the COVID-19 Vaccination Exemption Accommodation Form for more information. The exemption form and negative COVID-19 test results will be required every time you enter the theatre. COVID-19 tests must be taken every 72 hours if you will be at the theatre for an extended period of time.

Please note that unless an exemption to this mandate has been stated and confirmed to you or your company, all the above applies.

## **REPORTING AND RECORD KEEPING**

Information about COVID-19 vaccination status and/or negative COVID-19 tests must be submitted to C+C, in accordance with the established process, as such information is reasonably necessary to assess the risk to Individuals. Vaccination records will be maintained documenting COVID-19 vaccination status and/or negative COVID-19 tests in a secure manner and will only be collected, used, or disclosed as may be necessary for legitimate operational purposes, or as directed or requested by governmental authorities.

a. Current Employees: all current full-time or part-time employees, whether working onsite or remotely must provide proof of being fully vaccinated within 30 days of this policy coming in effect. Until an employee's vaccination certification has been submitted and confirmed by Citadel +Compagnie's designated representative, the employee may not enter onto any of the Citadel premises.

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b. New or returning employees and artists: all new or returning full-time, part-time, or contracted employees and collaborators must provide proof of being fully vaccinated prior to their first scheduled day at the Citadel.

c. Contractors and limited-term employment: all new contractors and limited-term employees, including but not limited to freelance, unionized, and non-unionized artists and production/technical personnel, must provide proof of being fully vaccinated before or at the time of contract execution. To be clear: effective October 22, 2021, Citadel + Compagnie will only engage and contract individuals who are fully vaccinated to be present in person.

d. Audiences: All patrons who attend a performance at the Citadel are required to present valid proof that they are fully vaccinated upon entry. If a medical or a disability exemption prevents providing this document, patrons may attend by providing the results of a negative PCR COVID-19 test taken in the last 72 hours. It is understood that children under 12 years of age are ineligible to receive a Covid19 vaccine. If a patron is attending a performance with a child under 12, the patron's proof of vaccination is sufficient for admittance for the child.

e. Renters and 3rd Parties: participants, personnel or patrons of a third-party company renting one of the spaces at the Citadel must present valid proof of full vaccination to [rentals@citadelcie.com](mailto:rentals@citadelcie.com) before entering the Citadel. Admittance onto site will be prohibited without proof of vaccination in advance of a booking.

f. Visitors: At this time, any visitors to the Citadel must be pre-approved for admittance prior to arrival and, if approved, must present valid proof they are fully vaccinated to the designated C+C employee or representative before admittance into our building or office space.



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## COVID-19 Vaccination Exemption Accommodation Form

As of October 22, 2021, all patrons, employees, renters, artists, contractors and collaborators entering the Citadel: Ross Centre for Dance will be required to be fully vaccinated.

Any person who has a medical condition or disability that prevents taking the COVID-19 vaccine and requests accommodation will be required to (1) complete and sign this Form, (2) bring the Form to the event along with a written medical certificate from a physician or nurse practitioner objectively stating that the person is advised to not to get the COVID-19 vaccination due to a medical contraindication (with the certificate stating the effective time period for the medical exemption), and (3) bring evidence of a negative COVID-19 test result (molecular, PCR) that was administered by an official testing centre to the event. Test results must be dated no more than 72 hours prior to entry.

Attendee/Event Information:

Attendee Name: \_\_\_\_\_

Event Attending: \_\_\_\_\_

Event Location: \_\_\_\_\_ Event Date: \_\_\_\_\_

Medical: YES/NO Disability: YES/NO

By signing below, I attest that I am requesting a reasonable accommodation due to a medical condition or disability that prevents me from receiving the COVID-19 vaccine. Further, I understand that I am required to show a written medical certificate from a physician or nurse practitioner advising that I should not get the COVID-19 vaccination. I understand that I am required to provide proof of a negative COVID-19 test (molecular, PCR) within 72 hours of the event. I understand that the Citadel: Ross Centre for Dance will not provide accommodation to the testing requirement, unless stated otherwise. I understand that if I am unable to provide proof of the negative test on the date of the event, I will not be allowed into the event nor eligible for a refund.

Filling out this exemption form also does not guarantee entry to the event, until the conditions above are met.

Attendee:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent or Legal Guardian (if applicable): Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

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