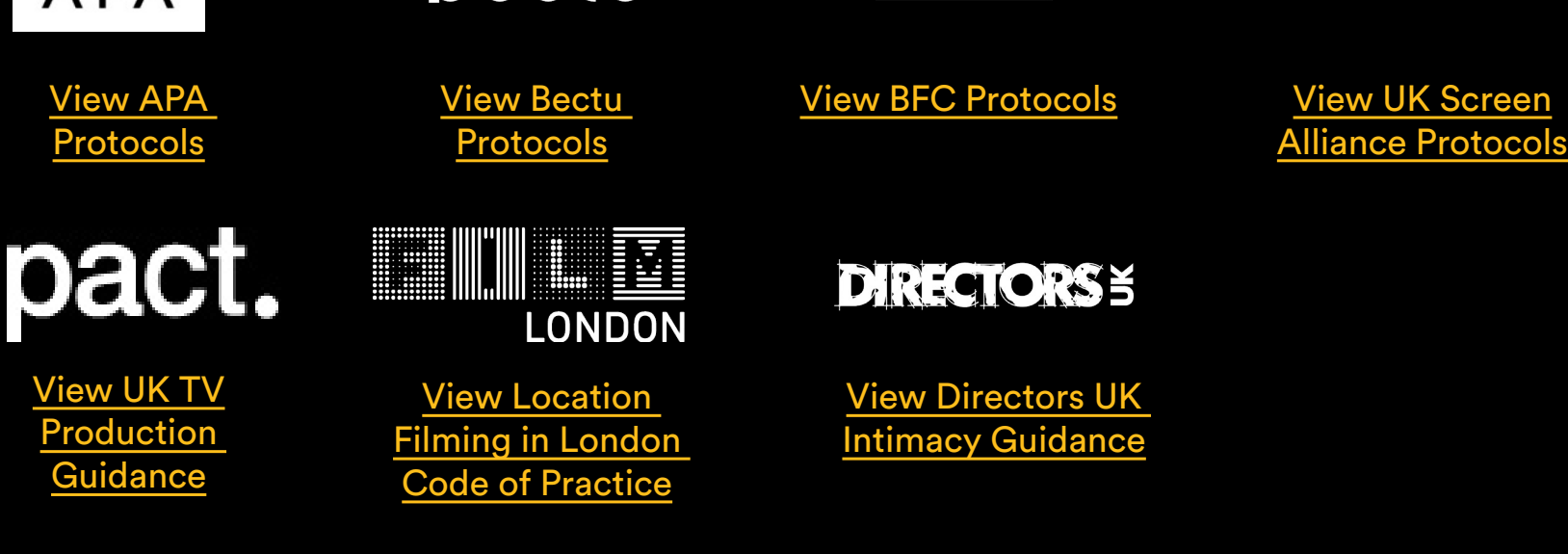


LS PRODUCTIONS COVID-19 PROTOCOLS

Updated on: 13th April 2022 - 2.15pm

Protocols informed from the following accredited film bodies -



QUESTIONS ?

If there are any elements of production in the current climate that you are unsure of or isn't answered in the document, please don't hesitate to get in touch:

hello@lsproductions.com

01. TRAVEL

Flights in and out of the UK

- International travel is no longer illegal but border control measures remain in place.
- You should follow any COVID-19 rules and guidance from:
 - your travel provider: airline, ferry, coach or train company.
 - the transport venue: airport, port, coach or railway station.

Train Travel

- Train services have resumed across the UK.
- Some regional train services continue to operate on reduced timetables. See [National Rail updates](#) for the latest.
- Face masks must be worn on public transport in Scotland and Wales. In England, it's recommended but not mandatory.

Travel Quarantine

- If you are fully vaccinated, you do not need to take or provide a negative COVID-19 test before entering the UK or after you arrive, and do not need to quarantine. However, all travellers must fill out a Locator Form within 48 hours. You must bring this confirmation with you as this will be requested upon arrival.
- If you are not fully vaccinated, you must take a COVID-19 test in the 2 days before travelling to the UK. You must also book and pay for a Covid-19 test to be taken upon arrival in the UK, before the end of day 2. Day 0 is the day you arrive.
- You must fill out a Locator Form within 48 hours of travelling. You must bring the confirmation with you as this will be requested upon arrival. You must enter the PCR Reference number into your Passenger Locator Form. You do not need to quarantine, however if your arrival Covid-19 Test is positive or unclear, you must self-isolate. You can stop self-isolating on day 6 if you have negative lateral flow tests on days 5 and 6 of your quarantine period. However, the tests must be done at least 24 hours apart, both tests should be negative and only if you do not have a high temperature.

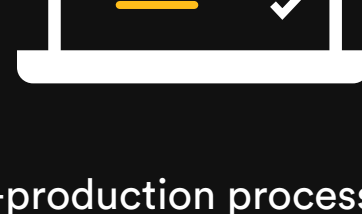
*Fully vaccinated means that you have had your final dose of an approved vaccine at least 14 whole days before the date you arrive.

02. LOCATION INFO

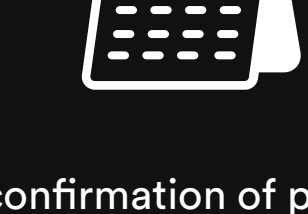
UK OVERVIEW

- Able to travel within each country and between countries. Self-drive advised or single unit vehicles / large enough vehicles to ensure social distancing.
- Studio shoots possible. Each studio will have their own COVID-19 policies. Follow UK Government guidelines on physical distancing and use of PPE in the workplace as a minimum standard. Adhere to physical distancing (2m apart) wherever possible - placing markers across sites to indicate the 2m distance will help crew to remember this.
- Where 2m is not viable, 1m with risk mitigation is acceptable. Mitigating actions include:
 - Use of masks and/or PPE.
 - Further increasing the frequency of hand washing and surface cleaning.
 - Keeping the activity time involved as short as possible.
 - Using screens or barriers to separate people from each other.
 - Using back-to-back or side-to-side working (rather than face-to-face) whenever possible.
 - Reducing the number of people each person has contact with by using 'fixed teams or partnering' (so each person works with only a few others).
- Location shoots possible (interior and exterior). Important to allow teams to work in sub groups - for example - art department to dress, then lighting team to go in after and pre-light - cleaning in between and overnight and shooting in locations large enough to allow for social distancing to be adhered to. Fogging to be utilised pre and post shoot where necessary. Providing PPE for people who need to be in close contact (HMU for example).
- Public spaces open. Council lead times vary per shoot and per region.
- Suppliers open.
- Great regional crew available.
- Advised locations are a reasonable travel distance from the crew hubs (London, Manchester, Liverpool, Edinburgh, Glasgow). Alternative options can be explored if required (private accommodation, Airbnbs, motorhomes etc.).
- Agency/client travel to location can be organised by a private car service upon request.

03. PRE-PRODUCTION PROTOCOLS



All pre-production processes to be managed remotely where possible.



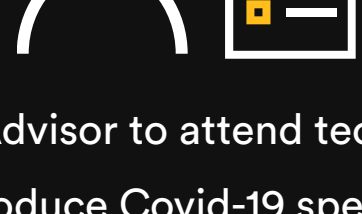
Early confirmation of projects encouraged to allow additional prep time to adhere to Covid-19 protocols.



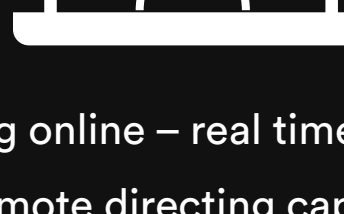
Bespoke location link curated from our database - over 8000 UK wide locations.



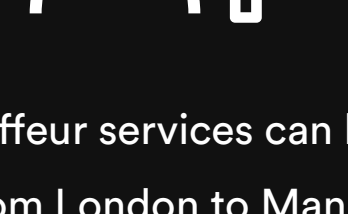
Location scouting, VFX mapping and virtual site visits possible for remote recce.



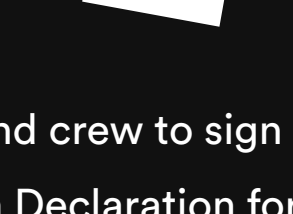
H&S Advisor to attend tech recce and produce Covid-19 specific risk assessment.



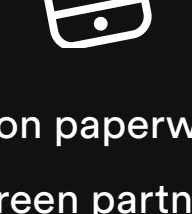
Casting online - real time uploads and remote directing capabilities.



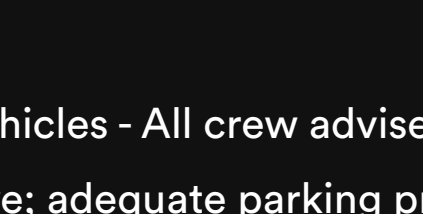
Chauffeur services can be arranged from London to Manchester / Scotland if required.



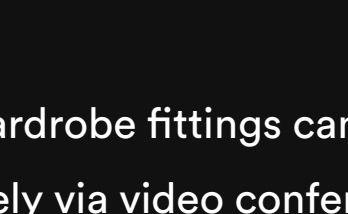
All cast and crew to sign and return the Health Declaration form as listed in Appendix 1 of the APA Covid-19 Shooting Guidelines before being confirmed.



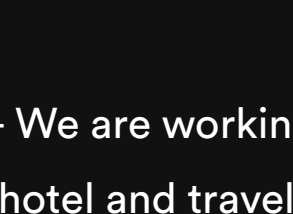
Production paperwork - LS as proud Adgreen partner has always championed paperless workflows. All documents to be downloaded to personal devices.



Vehicles - All crew advised to self-drive; adequate parking provided by production. Unit vehicles including unit vans will be sanitised before and after production interactions. Drivers will adhere to and be supervised according to safety protocols.



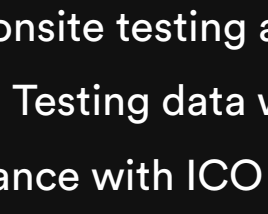
Wardrobe fittings can be done remotely via video conferencing or in-person if required ensuring wardrobe is supervised from a safe distance, wear PPE equipment (as outlined in APA guidelines) and wardrobe sanitation prior and after fitting is adhered to.



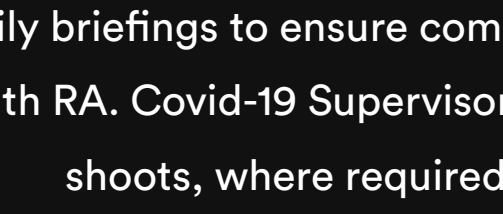
Hotels - We are working closely with our hotel and travel suppliers to ensure that all accommodation options presented to our clients observe highest hygiene measures. Shoot and stay options private locations can also be presented depending on location.

04. ON SET PROTOCOLS

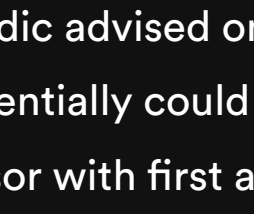
4.A General Info



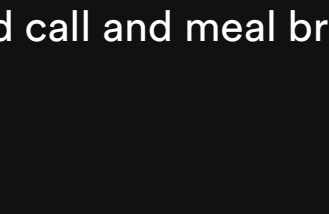
Rapid onsite testing available, if required. Testing data will be stored in accordance with ICO guidance and GDPR.



Daily briefings to ensure compliance with RA. Covid-19 Supervisor on all shoots, where required.



Unit medic advised on set at all times (potentially could be Covid-19 Supervisor with first aid training depending on crew size).



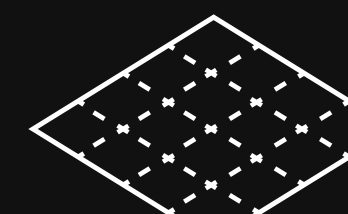
Staggered call and meal break times.



Temperature checks on arrival. Symptom-checking data recorded in compliance with GDPR.



Wash hands upon arrival and at regular intervals throughout the day. Alcohol-based sanitisers will be provided.



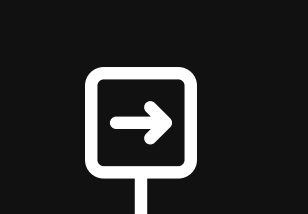
Space markers and colour coded prep and work areas where possible.



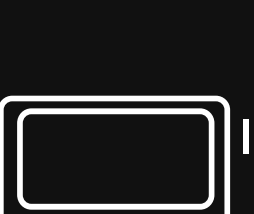
Colour coded sub work teams.



Interaction between department kept to minimum.



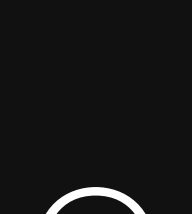
Floor markings and one-way systems to be implemented where possible.



Remote-monitoring technology to reduce number of people present and increasing video monitors to avoid clusters of people on set.



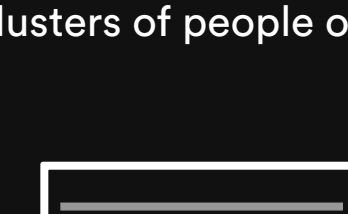
Remote video playback.



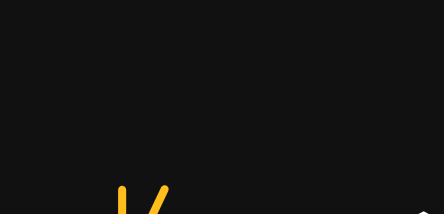
PPE equipment to be provided to all crew. Crew can bring their own, production will be able to supply also.



Regular waste collections and covered bins provided for safe disposal of tissues and PPE.



Radios sanitised, bagged and individually labelled for safe distribution



NHS Track and Trace system to be used for all attending the shoot. If notified individual must quarantine for 10 days and notify production immediately.

4.B Hair and Make-up & Wardrobe

- Where social distancing is not possible Wardrobe and/or HMU crew should limit face-to-face positioning where possible, remain within fixed teams, and PPE equipment to be worn including clear visor/goggles and Type II Face Mask.

- HMU teams to follow appropriate barbicide and other disinfecting processes.

- Talent where possible to do own hair and make-up / wear own clothes.

- Individual make-up brushes and wardrobe bags per artist, cleaned at the end of each day.

- Social distanced workstations and changing areas to be set up.

- Disposable gowns and equipment to be used where possible.

- HMU and wardrobe departments to social distance.

4.C Art Department

- Props disinfected and quarantine period to be adhered to.

- Limit handling of key props to prop master and relevant talent.

- If location needs to be dressed art department to have sole access to dress so social distancing measures can be implemented and fully sanitised before next department enters.

- Allow time for additional cleaning and disinfection when they, furniture and other set dressing when they have been handled, leaned against, etc. by other cast or crew members.

- View props during prep if possible and approve from a distance; by photograph, online or at dedicated table.

4.D Technical Equipment

- All suppliers to follow strict hygiene protocol measures and all kit to be sanitised prior to leaving suppliers yard.

- Process to be put in place for safe handling of items such as camera cards.

- Remote monitoring and remote focus to be used where possible.

- Allow sufficient additional time to install and strike equipment safely whilst operating under Covid-19 safer working guidance. This should include sanitizing and wiping down kit after each shoot day.

- 'Drop Kits' can be supplied if required - 'sterile' basic camera/lighting/audio kits delivered to location and utilised by the talent/subject themselves. Kit can be operated remotely over the internet. Available if requested or shoot to take place where lockdown still in place.

4.E Location / Studio

- Studios and locations to be 'deep cleaned' before and after each shoot and frequently cleaned in the day and evening.

- All working, waiting and other communal production areas (e.g. offices, dressing rooms, eating areas, toilets/washrooms, queuing areas) to be deep cleaned daily.

- Unit base to be walking distance to location where possible to avoid unnecessary travel.

- Depending on location and talent numbers additional artist trailers may be required to adhere to 2m physical distancing and no sharing of trailers between talent. Toilets to be cleaned regularly throughout the day.

- Trailers and facility vehicles to be sanitised before use and if / when occupants change. Toilets to be cleaned regularly throughout the day.

4.F Catering & Craft

- Individually pre-packaged food.

- Everyone must wash their hands before entering any catering/dining area.

- Physical distancing (2m) to be maintained during meal breaks for queuing and eating.

- Lunch breaks to be staggered depending on cast and crew numbers.

- Disposable, recyclable plates and cutlery provided.

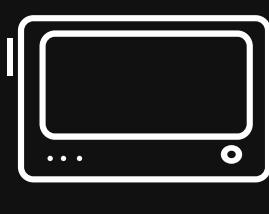
- No unwrapped food or snacks to be left out.

- Catering crew to wear appropriate PPE.

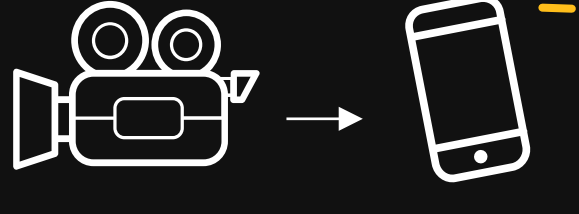
- Water stations to be provided.

- If necessary per diems to be offered to crew bringing their own meals to work.

05. REMOTE STREAMING AND LOCAL / ON THE GROUND SUPPORT



Q-Take playback kit with Stream Module can be provided, enabling various departments to view a live picture via iPad or phone using the Q-Take Monitor app.



Using the Stream Module app the operator can live stream up to 4 cameras with sound, all in sync with one another to max of 16 iOS devices on set or unlimited number of devices via the internet. Especially useful where people are unable to physically attend the shoot and it is very simple to install and use. User end allows basic adjustment - zooming in on an image or adding system frame lines for example. Live stream is uploaded in real-time.



This system can work in conjunction with monitoring cameras and video conferencing software to allow for remote talkback.



If shooting in remote locations where there is no wifi or cellular connection, Satellite trucks can be booked upon request.



Reduces number of items of equipment that need to be brought on to set and shared between departments if people can use their own device.

6.A STREAMING PROCESS

