

Reopening Protocol for Drive-In Movie Theaters

Recent updates: (Changes are highlighted in yellow)

2/5/21:

- Employees must wear a face covering at all times except when alone in a closed office or while eating/drinking during break time.
- Employee break rooms must have posted occupancy limits and must be reconfigured to enable employees to maintain a 6-foot physical distance during breaks.

This protocol applies to both established and new drive-in movie theater operations. All drive-in movie operations must have sufficient infrastructure, staffing and training to meet all physical distancing, face covering and sanitation requirements. Established facilities with an established workforce, bathrooms and permitted food facilities are more easily able to meet safety requirements. Requirements specific to new drive-in operations being set up in parking lots and other spaces that are not pre-established drive-in movie businesses are listed at the end of this protocol.

Drive-in movie theater operations must be managed by a single employer in charge of the site, who will take responsibility for the ongoing training and screening of all staff, provision of all needed equipment and materials, the monitoring of adherence to all safety measures during any showing and obtaining approvals from local zoning and city officials, if required.

Drive in theaters may project livestreamed content that is filmed elsewhere as long as the filming adhered to the requirements detailed in Appendix J.

Any food service must be from an on-site licensed restaurant, permitted concession stand, or pre-packaged food from a market permitted by Environmental Health. Food may be purchased and picked-up onsite or ordered through third party delivery services and delivered to the customer's vehicle. All food and beverages must be consumed within a customer's vehicle. These food facilities must adhere to all applicable restaurant and/or food service reopening protocols. Attendees may bring their own food. Temporary concession stands and other food facilities (e.g. catered food, food trucks, food carts) are not allowed.

This protocol can also be used for other outdoor live drive-in experiences such as musical concerts and performances as long as there is compliance with the posted protocol for Music, Television and Film production in addition to the guidance noted below.

The County of Los Angeles Department of Public Health is adopting a staged approach, supported by science and public health expertise, to allow certain retail businesses to safely reopen. The requirements below are specific to drive-in movie theaters permitted to reopen under Order of the Health Officer. In addition to the conditions imposed on these businesses by the State Public Health Office, Drive-In Movie businesses must also follow the conditions laid out in this Checklist for Drive-in Movie Theaters and the Restaurant reopening protocols.

Please note: This document may be updated as additional information and resources become available so be sure to check the LA County website <http://www.ph.lacounty.gov/media/Coronavirus/> regularly for any updates to this document.

This checklist covers:

- (1) Workplace policies and practices to protect employee health
- (2) Measures to ensure physical distancing
- (3) Measures to ensure infection control
- (4) Communication with employees and the public
- (5) Measures to ensure equitable access to critical services.

These five key areas must be addressed as your facility develops any reopening protocols.

All businesses covered by this guidance must implement all applicable measures listed below and be prepared to explain why any measure that is not implemented is not applicable to the business.

Business name:

Facility Address:

Date Posted:

NOTE: Throughout this protocol the word “car” is used to denote any car, van, small truck, camper or other vehicle in use for private transportation. Sites may limit the types or sizes of permitted vehicles as needed.

**A. WORKPLACE POLICIES AND PRACTICES TO PROTECT EMPLOYEE HEALTH
(CHECK ALL THAT APPLY TO THE FACILITY)**

- Everyone who can carry out their work duties from home has been directed to do so.
- Vulnerable staff (those above age 65, those with chronic health conditions) are assigned work that can be done from home whenever possible.
- All employees (including paid staff, interns and volunteers; referred to collectively as “employees”) have been told not to come to work if sick, or if they are exposed to a person who has COVID-19. Employees understand to follow DPH guidance for self-isolation and quarantine, if applicable. Workplace leave policies have been reviewed and modified to ensure that employees are not penalized when they stay home due to illness.
- Information on employer or government-sponsored leave benefits the employee may be entitled to receive that would make it financially easier to stay at home. See additional information on government [programs](#) supporting sick leave and worker’s compensation for COVID19, including employee’s sick leave rights under the [Families First Coronavirus Response Act](#) and employee’s rights to workers’ compensation benefits and presumption of the work-relatedness of COVID-19 exposures occurring between March 19 and July 5 pursuant to the Governor’s [Executive Order N-62-20](#).
- Work processes are reconfigured to the extent possible to increase opportunities for employees to work from home.
- Upon being informed that one or more employees test positive for, or has symptoms consistent with COVID-19 (case), the employer has a plan or protocol in place to have the case(s) [isolate themselves at home](#) and require the immediate [self-quarantine](#) of all employees that had a workplace exposure to the case(s). The employer’s plan should consider a protocol for all quarantined workers to have access to or be tested for COVID-19 in order to determine whether there have been additional workplace exposures, which may require additional COVID-19 control measures. See the public health guidance on [responding to COVID-19 in the workplace](#).
- Employee, crew, musician and performer screenings are conducted before they may enter the workspace. Checks must include a check-in concerning cough, shortness of breath, difficulty breathing and fever or chills and if the individual is currently under isolation or quarantine orders. These checks can be done remotely or in person upon the employees’ arrival. A temperature check should also be done at the worksite if feasible.
- In the event that 3 or more cases are identified within the workplace within a span of 14 days, the employer should report this cluster to the Department of Public Health at (888) 397-3993 or (213) 240-7821 **or online at www.redcap.link/covidreport**. If a cluster is identified at a worksite, the Department of Public Health will initiate a cluster response which includes providing infection control guidance and recommendations, technical support and site-specific control measures. A public health case manager will be assigned to the cluster investigation to help guide the facility response.
- Employees who have contact with others are offered, at no cost, an appropriate face covering that covers the nose and mouth. The covering **must** be worn by the employee at all times during the workday when in contact or likely to come into contact with others. Employees who have been instructed by their medical provider that they should not wear a face covering **must** wear a face shield with a drape on the bottom edge, to be in compliance with State directives, as long as their condition permits it. A drape that is form fitting under the chin is preferred. Masks with one-way valves **must** not be used.

- All employees must wear face coverings at all times except when working alone in private offices with closed doors or when eating or drinking. The exception made previously for employees working in cubicles with solid partitions exceeding the height of the employee while standing is overridden
- To ensure that masks are worn consistently and correctly, employees are discouraged from eating or drinking except during their breaks when they are able to safely remove their masks and physically distance from others. At all times when eating or drinking, employees must maintain at least a six-foot distance from others. When eating or drinking, it is preferred to do so outdoors and away from others, if possible. Eating or drinking at a cubicle or workstation is preferred to eating in a breakroom if eating in a cubicle or workstation provides greater distance from and barriers between workers.
- Occupancy is reduced and space between employees is maximized in any room or area used employees for meals and/or breaks. This has been achieved by:
 - Posting a maximum occupancy that is consistent with enabling a distance of at least six feet between individuals in rooms or areas used for breaks; and
 - Staggering break or mealtimes to reduce occupancy in rooms or areas used for meals and breaks; and
 - Placing tables six feet apart and assuring six feet between seats, removing or taping seats to reduce occupancy, placing markings on floors to assure distancing, and arranging seating in a way that minimizes face-to-face contact. Use of partitions is encouraged to further prevent spread but should not be considered a substitute for reducing occupancy and maintaining physical distancing.
- Employees are instructed to wash or replace their face coverings daily.
- All workstations or work areas are separated by at least six feet.
- Ticket booths, food concession areas, employee break rooms, restrooms and other common areas are disinfected hourly, on the following schedule:
 - Ticket booth/s _____
 - Concession area _____
 - Break rooms _____
 - Restrooms _____
 - Other _____
- Breaks are staggered to ensure that six (6) feet between employees can be maintained in break rooms at all times.
- Employees are prohibited from eating or drinking anywhere inside the workplace other than designated break areas.
- Disinfectant and related supplies are available to employees at the following location(s):

- Hand sanitizer effective against COVID-19 is available to all employees at the following location(s):

- Employees are allowed frequent breaks to wash their hands.
- A copy of this protocol has been distributed to each employee.
- Each worker is assigned their own tools, equipment and defined workspace. Sharing held items is minimized or eliminated.
- All policies described in this checklist other than those related to terms of employment are applied to staff of delivery and any other companies who may be on the premises as third parties.

- Optional—Describe other measures:
-

B. MEASURES TO ENSURE PHYSICAL DISTANCING

- Cashless and touchless transactions systems have been implemented where possible. Reservations and payments can be made in advance online or over the phone.
- Vehicles must be spaced at least six feet apart and no gatherings of persons outside of vehicles are permitted. Parking spaces for viewing at drive-in theaters are limited to either every other spot or reconfigured to ensure adequate distancing between vehicles.
- Each vehicle is limited to occupancy by members of the same household who have already been in close contact with each other. If not utilizing restroom facilities or picking up concessions, patrons must remain in their vehicles. Patrons cannot sit outside of their vehicles, e.g., to view a drive-in movie near their vehicle.
- Entering cars are prohibited from exceeding their maximum occupancy.
- Individuals must remain in or on their vehicles. Convertible cars can lower their tops and viewers may sit on outside portions of their vehicle like the bed of a pick-up truck.
- Staff wearing cloth face coverings are stationed at least six feet apart to direct patrons to open parking spaces.
- Playgrounds for children, picnic areas and areas intended for pre-screening adult recreation are closed. Viewers must not use outdoor seating and must stay in cars. Any outdoor seating that is within 100 feet of the viewing area must be closed one hour before the show time and remain closed until one hour after the show is over.
- Staff wearing cloth face coverings are stationed at entries to concession and restroom areas at least six feet from each other and from the nearest patrons to assure maintenance of 6-foot distancing online and within facilities.
- Food concession operations that are part of a permanent drive-in theater are reconfigured to permit physical distancing.
 - If feasible, electronic pre-ordering and payment with assigned times for pick-up is offered.
 - If patrons are permitted to order and pick-up at the concession stand, they are offered a menu (posted or a single-use handout), to allow for ease of ordering, and items ordered are gathered, packaged and picked up by the customer within 15 minutes of the on-site order. Patrons waiting for items may not congregate at the concession area. They may either wait, while spaced at least 6 feet apart from each other away from the concession area or return to their cars and then come back at a designated time to obtain their order.
 - If patrons need to line up to order or pickup food, tape or other markings identify both a starting place for patrons arriving for pick-up and 6-foot intervals for subsequent patrons who are joining the line.
 - No child under 12 is permitted to visit the concession area or restroom alone.
 - No more than two adults per vehicle are permitted to pick-up food orders. If one adult is picking up an order, they may be accompanied by a child.
 - Concession stands are closed to new orders at least 30 minutes before the end of the screening.
- Restrooms are reconfigured and occupancy is limited so that a 6-foot distance can be maintained between individuals at all times. The 6-foot requirement applies in all cases except for individuals accompanying members of their own household who require assistance (e.g. children or individuals with disabilities).
- If patrons need to line up to enter the restrooms, tape or other markings identify both a starting place for patrons arriving and 6-foot intervals for subsequent patrons who are joining the line.

- Employees have been instructed to maintain at least a 6 feet distance from patrons and from each other in the concession ordering, pickup and payment areas. Employees may momentarily come closer when necessary to accept payment, deliver goods or services, or as otherwise necessary.
- Double features are eliminated, and screening times are limited or staggered to avoid the need for intermissions and prevent overcrowding between shows.
- Ample security and/or staff are assigned to ensure that employees and customers adhere to all requirements.

C. MEASURES FOR INFECTION CONTROL

- HVAC systems in enclosed ticket booths and at concession areas and restroom facilities are in good, working order; to the maximum extent possible, ventilation has been increased. Consider installing portable high-efficiency air cleaners, upgrading the building's air filters to the highest efficiency possible and making other modifications to increase the quantity of outside air and ventilation in offices and other spaces.
 - Paper tickets may be accepted by a staff person who is in a booth, wearing a cloth face covering and disposable gloves and protected by an appropriate barrier. Electronic tickets or receipts may be scanned either by a staff person in a booth protected as above or by a staff person in open air wearing a cloth face covering and disposable gloves.
 - Frequently touched objects and surfaces in restrooms and concession pickup and payment area (e.g., counters, doorknobs or handles, credit card readers) are disinfected on an hourly basis during business hours using EPA approved disinfectants.
 - Workspaces and the entire facility are cleaned at least daily, with restrooms and frequently touched areas/objects cleaned more frequently.
 - Patrons arriving at the establishment are reminded to wear a face covering at all times (except while eating or drinking, if applicable) while in the establishment or on the grounds of the establishment. This applies to all adults and to children 2 years of age and older. Only individuals who have been instructed not to wear a face covering by their medical provider are exempt from wearing one. To support the safety of your employees and other visitors, a face covering should be made available to visitors who arrive without them.
 - Symptom checks are conducted before patrons may enter the facility. Checks must include a check-in concerning cough, shortness of breath, difficulty breathing, fever or chills, and whether the individual is currently under isolation or quarantine orders. These checks can be done in person or through alternative methods such as on-line check in systems or through signage posted at the entrance to the facility stating that visitors with these symptoms should not enter the premises.
 - Patrons arriving at the site with children must ensure that young children do not leave their cars unaccompanied. If a child must go to the restroom or join an adult at the concession area, the accompanying adult must assure that the child stays at their side, does not touch any other person or any item that does not belong to them, and wears a cloth face coverings if age permits.
 - Hand sanitizer, tissues and trash cans are available to patrons at or near the entrance of the restroom and concession areas.
 - All payment portals, pens, and styluses are disinfected after each use by a different person.
 - Optional - Describe other infection control measures:
-

D. MEASURES THAT COMMUNICATE TO THE PUBLIC

- Online outlets of the establishment (website, social media, etc.) instruct patrons on how to purchase tickets online and any policies related to proof of purchase at the site.
- Online outlets of the establishment (website, social media, etc.) provide clear information about opening hours, required use of face coverings, policies in regard to preordering, prepayment, pickup and/or delivery of concession items and other issues. A copy of this protocol is posted at all public entrances to the facility.
- Signage visible at the entry to the site and anywhere patrons line up notifies patrons of requirements related to physical distancing and infection control, including:
 - Prohibition of gathering or viewing outside cars;
 - Availability of preordering from concession stand;
 - Required use of cloth face coverings when visiting concession stands or restrooms;
 - Required adult oversight of young children;
 - Respectful compliance with employees' instructions concerning the above.
- An on-screen announcement prior to screening is used to reinforce patron awareness of requirements related to physical distancing and infection control, as above.
- The menu of items available to purchase is readily available to patrons planning to purchase on-site at concession stands.

E. MEASURES THAT ENSURE EQUITABLE ACCESS TO CRITICAL SERVICES

- Services that are critical to the patrons/clients have been prioritized.
- Transactions or services that can be offered remotely have been moved on-line.
- Measures are instituted to assure access to goods and services for patrons who have mobility limitations and/or are at high risk in public spaces.

F. TEMPORARY OR SEMI-PERMANENT SET-UPS IN PARKING LOTS OR OTHER SETTINGS

- Public Health Notification.** Entities wishing to create drive-in movie or drive in live performance operations on locations not normally used for that purpose should submit a written plan to address all safety and health issues to ehmail@ph.lacounty.gov at least 7 days in advance. Environmental Health may also require a walk-through inspection to assess the location and facility.
- Location Size.** The location must be large enough to accommodate the expected number of guests and their vehicles with 6 feet or more of distance between all cars, sufficient space for bathrooms, hand washing stations, film projection areas, and staff resting areas.
- Control of perimeter and attendees.** Develop a plan that identifies a maximum capacity to adhere to public health restrictions with ensuring controlled exists and entrances.
- Food.** Any food service must be from an on-site restaurant or market permitted by Environmental Health. Food may be purchased and picked-up onsite or ordered through third party delivery services and delivered to the customer's vehicle. These food facilities must adhere to all applicable reopening protocols. Attendees may bring their own food. Temporary concession stands, non-permitted concessions or other food facilities (e.g. catered food, food trucks, food carts) are not allowed.
- Bathrooms and Handwashing.** If bathrooms and handwashing stations are not available, or there are not enough of them to meet the needs of the expected attendees, portable bathrooms and handwashing stations must be provided. There must be approximately 1 toilet and 2 handwashing stations per 100 attendees.

G. MUSICAL CONCERTS AND LIVE PERFORMANCES

- All staff, crew, musicians and performers, have been instructed to wear a face covering and maintain at least a six (6) feet distance from each other at all times, except when specific tasks require closer work.
- All contracts, scripts, music sheets, and any other documents that are normally shared are either distributed digitally, or are printed and individually assigned to crew, musicians and performers to avoid sharing.
- Wherever feasible, everyone should use their own equipment (including headsets, microphones, consoles), supplies, etc. If equipment must be shared, it should be sanitized between each use.
- Distance markers must be provided to indicate adequate social distancing. Microphones, consoles, and other equipment must be set up to facilitate social distancing.
- All musicians and singers performing work in which they cannot wear a face covering (e.g. wind and brass instrument players, singers) should strive for a minimum of 8 feet of social distancing during any rehearsal and performance. Alternatively, these individuals should be separated from others and from each other by plexiglass or other barriers.
- Talent must arrive with hair and makeup done if needed.
- All live performances must adhere to the [Appendix J. Music, Film and Television Production](#) Protocol.

Any additional measures not included above should be listed on separate pages, which the business should attach to this document.

You may contact the following person with any questions or comments about this protocol:

Business Contact

Name: _____ **Phone Number:** _____

Date Last Revised: _____