

TRP COVID-19 Filming Guidance Document

These guidelines are the minimum that will be expected from production companies when shooting on location at The Royal Parks. These guidelines are in line with those published by Film London, which are available here in full

<http://core.filmlondon.org.uk/library/documents/COVID-19GuidanceforLocationFilming.pdf>.

It will be expected that your submitted Risk Assessments/Method Statements reflect and implement the below guidelines.

Filming in The Royal Parks requires:

- 1.1. Sufficient planning time will be scheduled to allow for additional COVID 19 measures needed on Location and the additional liaison required between The Royal Parks and the Location Team.
- 1.2. Risk Assessments and Method Statements must include full assessment of COVID 19 specific risks associated with the production's proposed activity and be presented at the early stages of the application process.
- 1.3. When on location, all cast, crew and third-party contractors related to the shoot must be aware of their own responsibilities regarding the implementation of the Risk Assessment.
- 1.4. The avoidance of any last-minute changes to the shoot that cause an alteration of the risks associated with the agreed Risk Assessment and Method Statement.
- 1.5. Cast and crew to be over 2 metres away from other people (public, residents, businesses etc).
- 1.6. Crew to work 2 metres apart from each other.
- 1.7. In extenuating circumstances solely with the written approval of The Royal Parks, where crew cannot work 2 metres apart within their Working Area, sufficient mitigating actions must be taken, including but not limited to:
 - Minimising time spent in contact
 - Using fixed teams and partnering up for close-up work
 - Increasing hand and surface washing
 - Wearing a face covering

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/5-steps-to-working-safely>
- 1.8. Rigorous cast, crew and equipment sanitisation protocols including cleaning, handwashing and hygiene procedures will be implemented. The positioning of

sanitation facilities on location will be discussed within the early planning stages of the application.

- 1.9. Reducing numbers of people in groups reduces the risk of spread of COVID 19. Therefore, numbers of cast and crew present at any location must always be kept to an absolute minimum. No more than 10 people onsite (Please discuss your requirements for a larger crew size, if required, directly with the filming team).
- 1.10. Display COVID 19 specific signage around Working Area – this will be found on the Royal Parks Filming page to download and print before arriving onsite. Where possible, display signage on cones and tape to highlight COVID 19 Safety precautions and the request for public to keep 2 metres away.
- 1.11. Productions to expect that facilitating public exercise will take priority over filming, creating more restrictions than normal.
- 1.12. Additional separate Working Areas for non-essential crew and / or SA's to be agreed prior and physically defined accordingly. Multiple Working Areas to be monitored to avoid exceeding maximum capacity of each.
- 1.13. Free flowing public thoroughfare of over 2 metres must be maintained. Additional barriers, appropriate removable markings or stewards actively indicating 2 metre distance from the Working Area to the public.
- 1.14. No piece of kit from any department will be positioned outside the Working Area(s), including sanitisation and refuse facilities.
- 1.15. No cast, crew or contractors will linger outside the Working Area(s).
- 1.16. All cast including Supporting Artists to remain within the Working Area between takes, keeping 2 metres apart from each other.
- 1.17. Cast positions during takes will vary according to the needs of the scene and must be risk assessed accordingly. Cast positioning must not reduce public thoroughfare.

Please sign below to acknowledge that you have read, understood and agree to abide by the provisions in this document.

Signed: Date:.....