



Below are the official 2021 Event Protocols for In-Person events.

Please share with anyone who may be participating in a TCGC event as a performer, teacher, or supporter.

Please remember that we can only provide this opportunity if everyone is on the same page and works toward the same goal.

Groups

Click here for [COVID Keys to a Successful Contest Day](#) reminders about normal procedures for shows!

Responsibility

- Units should follow CDC guidelines as it relates to temperature checks and other safety protocol before arriving at a show site.
 - Do not take the chance of bringing a sick student, staff member or parent/volunteer to a show site.
- Everyone in the Group is required to wear masks while in the building. Performing members may not remove masks while actively warming up or performing.
- Groups are required to comply with all posted signage and directions from Staff, Volunteers, and Boosters working the event.
- All individuals in groups are required to bring their own personal water bottles.
 - Units should be prepared that they may not be able to fill water bottles up on site.
- Groups should disinfect all equipment/props prior to entering the building.
- Groups should **ONLY** bring personal belongings into the building.
 - Personal belongings is defined as anything necessary to perform.
 - Units should not bring into the building extra belongings such as backpacks, blankets, make-up bags, change of clothes, etc.
 - **Whatever you bring in with you will stay with you from entering the building to exiting the gym.**
- Groups should be encouraged to routinely wash their hands or use hand sanitizer while inside the building.



Check-in

- Directors, staff, etc will NOT be able to get wristbands from the check-in table. They must get these from the unit director packet.
 - Directors will not be able to purchase extra floor crew wristbands.
 - Any extra floor crew will need to purchase full price wristbands.
 - Please plan ahead as there are a limited number of wristbands sold per block.
- Upon arrival at the event venue, only the director will check in the group.
- Once the group is checked in, then the director can return to their group.

Group Holding Areas

- Group holding areas will be discontinued until further notice.
- Groups should limit the amount of personal items they bring into a competition.
- **Groups will carry all of their belongings with them through rotation.**

Group Restrooms

- Restrooms for group usage should be maxed at appx 50% usage, blocking stalls and sinks when possible to encourage social distancing.
- If not already marked, mark out 6ft waiting spaces to encourage social distancing.
- Whenever possible, a separate entrance and exit should be utilized in the restroom.
- Disinfect and sanitize high touch areas often.
- Discontinue use of water fountains.

Group Changing Rooms

- Group changing rooms are discontinued until further notice.
- Groups should arrive in competitive attire.
- Groups should limit the amount of personal items they bring into a building.
- All personal belongings must stay on the person while in rotation.

Indoor Timed Warm Up Areas

- When indoors, maximize air circulation however possible.
 - Show Hosts should check to make sure there are no alarms that could go off with doors propped.
 - Units should understand that doors open could change the temperature inside.



- Whenever possible, groups should utilize a separate door for entrance and exit for warm up.
- **Guard - use of shared sound system in warm up is discontinued. Groups must provide their own sound system if they wish to have music in warm up.**

Outdoor warm-ups for Color Guard, Percussion/Winds

- There will be NO indoor general warm-up
- Groups should not intermingle while outside.
- During inclement weather, those groups utilizing outside warm up should seek shelter inside their transportation. There will be no space to gather inside the building.
- Performers should maintain a 6ft social distance as much as possible between each other as they are warming up outside.
- Warm up monitors must wear masks and must stay outside of the warm up area except when providing the time calls. If this is not possible then monitors should stand a minimum of 10ft away from any performers.

Props Storage

- Each group shall designate at least two of their personnel to stay with their props/floors while the group is in warm up.
- Boosters/Volunteers/ Show Staff will not touch the group's props/floors.
- Prop/Floor storage space should be maximized to ensure social distancing is possible.
- Cross traffic should be eliminated wherever possible.
- Props/floors should be disinfected prior to bringing them into the building.

Performance Entrance/Exit

- Groups should maintain at least 6ft social distancing as much as possible while congregating outside the performance entrance.
- Groups should exit directly outside after performing.
- Groups are not to congregate directly outside the performance exit.
- One group should completely clear the performance space before another group is allowed into the performance space.
 - **There will be an additional 3 minutes added to each interval time to allow for removal of props/floor, etc at a safe pace.**
- **Floor refolding will occur outside the building if needed.**



Performance Gym

- **The front and back boundaries of the performance floor should now be 10ft from the first row of seating.**
- The T&P judge should stand at least 10ft from the group while they are performing.
- The performance space sanitation will be done by show hosts.

Backside Seating

- Only unit floor crews (individuals/non-performing teams) will be allowed in the backstands during the primary unit's performance.
- Groups should take all belongings with them when exiting the stands.
- Groups must wear a mask while in the stands.
- Groups must practice social distancing while in the stands.
- Groups must follow all posted signage and walk, sit, or stand only in those designated areas.

Finale/Retreat

- There will be no retreats offered until further notice.
- Awards will be digital and announced online.



Spectators

Responsibility

- Wristbands will be sold online for most if not all sites.
 - Link will be on the TCGC website under each event.
 - TCGC is not responsible for selling wristbands. This is the responsibility of the host.
- There will be less seating available, with every show being a little different as far as capacity.
 - A limited number of tickets will be sold per block of performances.
 - A Block is a certain number of performances. Morning (Before lunch break), Afternoon (After lunch break but before dinner break), Evening (After dinner).
 - Percussion/Winds will also have their own wristband color(s).
 - Wristbands will be colored and only good for 1 block of performances.
- Spectators will be required to **wear masks at all times while inside** to protect students, volunteers and staff.
 - Any issues with mask-wearing will delay the contest and could penalize the performing group.
- Spectators that have been in contact with COVID-19 infected people should not attend.
 - Spectators will complete a COVID screening form before being allowed to purchase a ticket.
- Spectators will only be allowed to be in the gym for a predetermined amount of time.
 - Gyms will be emptied for sanitization.
- Spectators should follow CDC guidelines as it relates to temperature checks and other safety protocol before arriving at a show site.
 - Do not take the chance of bringing a sick student, family member or parent/volunteer to a show site.
- Spectators are required to socially distance themselves from others not in their party.
 - Spectators are required to comply with all posted signage and direction from Staff, Volunteers, and Boosters working the event.
- Spectators should limit the amount of personal belongings they bring into the building.



- Spectators are encouraged to routinely wash their hands or use hand sanitizer while inside the building.

Spectator Entrance/Exit (Performance Gym)

- Spectators should not be allowed to congregate at the entrance to the performance gym so that they can practice social distancing. Marks on the floor can help.
- Spectators should be aware to exit the gym space while avoiding crowds.
- Spectators leaving the space should be allowed to completely leave the performance gym before the next round of spectators should be allowed into the gym.
- Only those volunteers/boosters monitoring wristbands should be allowed to open the doors. Door handles should be disinfected periodically through the day.

Spectator Seating

- Spectators must sit 6ft away from those not in their party.
- Spectators must wear a mask while in the stands.
- Spectators must follow all posted signage and walk, sit, or stand only in those designated areas.
- Spectators should take all belongings with them when exiting the stands.
- TCGC may provide spectators individual wipes for seats or spray disinfectant on stands during breaks.

Spectator Parking

- Signage should be displayed prominently to encourage social distancing even when parking vehicles.
- Social distancing controls should be utilized in pedestrian areas.



TCGC

Judge

- Judges are required to wear masks while inside the building.
- Judges will rotate out of the gym so they are not in the gym all day.
- Judges are expected to comply with all posted signage and lead by example.
- Judges are responsible for their own electronics including tablets and headsets.
- Judges should use proper social distancing when not judging, including transportation to/from the event.
- Judges are encouraged to routinely wash their hands or use hand sanitizer while inside the building.
- Judges will receive a sanitation package provided by the circuit to hold during the day.

Judge Area/ Seating

- Judges should have a clear space of 10ft minimum around them.
 - The center section of bleachers should be marked off from spectators.
- No judge runners
- TCGC will provide Judges access to disinfecting wipes and hand sanitizer to wipe the hard surfaces around them and their electronics during extended breaks.
- If an issue arises and a tabulator needs to make an adjustment, the tabulator should wear a mask and gloves while assisting the judge with their equipment. Tabulator should try not to touch any of the judge electronics.

TCGC Staff and Event Volunteer Responsibility

- Upon arrival Staff and Volunteers are required to do a temperature check.
- Staff/Volunteers are required to wear a mask at all times.
- Staff/Volunteers are expected to comply with all posted signage and lead by example.
- Staff/Volunteers should be encouraged to social distance when not interacting with groups. This includes any transportation to/from the event.
- Staff/ Volunteers should be scheduled to work individually but in cases where multiple people are needed, they should form a “work team” in which people would routinely work together but not interact with other work teams.



Announcer/Sound Area

- The announcer/sound table must be at least 10ft away from the performance floor.
- Consider having plastic protective dividers.
- Color Guard - the group representative should stand at least 6ft away from the table during the performance.
- Announcers should sanitize microphones before use.
- Audio equipment should be disinfected before they are brought into the building.
- Audio equipment should be disinfected before it is removed after the event.



Host

The host is contractually obligated to uphold other responsibilities not listed below.

Group Check In (Set Up)

- Check in stations should be set up outside and at a distance of 6ft apart.
 - If check-in cannot be outside, it should be as close to the outside door as possible.
- Wristbands should be pre-counted and pre-packaged. The person counting the wristbands should wear a mask and gloves.
- Plastic protective barriers should be utilized.
- All paperwork and reference information should be digital only.

Indoor Timed Warm Up Areas

- Warm up monitors must wear masks and stay outside of the warm up area except when providing the time calls. If this is not possible, then monitors should stand a minimum of 10ft away from any performers.
- When indoors, maximize air circulation however possible.
 - Show Hosts should check to make sure there are no alarms that could go off with doors propped.
- Whenever possible, groups should utilize a separate door for entrance and exit for warm up.
- Warm up monitors should disinfect any high touch surfaces often.

Judge Room

- Pre-packaged/ individually wrapped meals/products only including food, beverage and cutlery - no buffets, crockpots, or shared meals.
- Set up enough tables to ensure social distancing.
- Hand sanitizer should be available in the room.
- Clean and disinfect the hard surfaces every time the judges leave the room.



Tabulation Room

- Only the tabulator, contest director, and lead judge should be in the tabulation room throughout the day.
- **Eliminate paper scores.**
- Set up enough tables to ensure social distancing.
- Sanitizer available in the room.
- Clean and disinfect the hard surfaces periodically throughout the day.
- Whenever possible, hallways should be one way or should be marked to ensure safe social distancing.

Ticket Sales/ Wristband distribution

- Set up 6ft queuing markings on the floor for those waiting for service.
- If using more than one, ticket sales areas should be set up 6ft apart. Consider plastic protective barriers surrounding them.
- Ticket sellers should wear gloves.
- Encourage cash free transactions by using cash apps/credit card only.
- Clean and disinfect high touch areas frequently.

Concessions

- Consider eliminating indoor food service.
- Pre-packaged products only (no buffets, crockpot or shared meals) including food, beverage, and cutlery.
- Event partners could invite food trucks to park outside and encourage groups/spectators to go outside to eat while encouraging social distancing and outdoor dining.
- Reduce indoor seating areas capacity per the CDC (or state mandated) guidelines.
- The person taking money should not handle food or drink items.
- Clean and disinfect high touch areas often.

Restrooms

- Restrooms for group usage should be maxed at 50% usage, blocking stalls and sinks when possible to encourage social distancing.
- If not already marked, mark out 6ft waiting spaces to encourage social distancing.
- Disinfect between rushes.
- Clean/Disinfect high touch points constantly.



Vendor Space

- Consider eliminating on-site vendor space sales - utilize online sales only.
- Do not allow people to touch the merchandise
- Encourage cash free transactions/use cash apps/credit card only.

Bus/ Truck Parking

- Signage should be displayed prominently to encourage social distancing even when parking vehicles.
- Boosters/Volunteers working the bus/truck lot should strive to keep groups separated as they are parking buses and trucks, especially in those areas where outdoor warm up is utilized.