

## Filming and Photography within Lee Valley Regional Park

FilmFixer expects productions to protect the public by making sure that any crew and cast are kept separate from the general public using physical barriers and signage where appropriate and relevant.

Productions operating in public places should create an Exclusion Zone to separate their working areas from the public. A Producer should nominate a person responsible for maintaining COVID protection measures in attendance on the shoot.

On walkways where it is not possible to create an Exclusion Zone, there must be sufficient space for the general public to pass the crew safely. Crucially, any plans for diverting the public must not cause issues elsewhere; e.g. on the opposite footway where it may be harder to maintain social distancing than the original route.

Productions must demonstrate (in their Risk Assessment and/or Method Statement “RAMS”) that they have planned for social distancing measures that comply with the current guidelines, and that they understand their responsibilities to their crew, cast and to the public under Health and Safety legislation.

### Applicants for permits must supply the following documents with their FilmApp application:

- A copy of this document signed by a Producer (not Location Manager)
- A copy of the RAMS specifically addressing the mitigation measures taken to reduce COVID-19 related risks
- Public Liability Insurance (£5m+)
- Diagrams of all proposed locations showing how the Exclusion Zone / Social Distancing will operate (where relevant)

**Before the shoot**, productions companies may be requested to present detailed plans which show exactly how they will maintain their Exclusion Zone / Social Distancing plans. **Sufficient lead in time** will be required to process applications. Please get in touch as early as possible.

When requested by the Film Officer, the Locations department must send photographs of the signage and barriers in place to the Film Officer. All must conform to the approved Exclusion Zone / Social Distancing plans as outlined in the Method Statement.

Location(s)	
Producer's name	Production company
COVID Supervisor's name	COVID Supervisor's phone number
Dates on site	Signed (Producer)