

COVID-19 Event Guidance

This guidance is based on the existing North Yorkshire Public Health Events Guidance available at <https://www.northyorks.gov.uk/guidance-events> and is focused specifically at event organisers who are holding events after 23rd December 2021. This guidance has been strengthened in light of the increased risk posed by the Omicron variant and in line with national policy changes.

If you require further support with any of the information contained, please get in contact with your District or Borough council who sent this information to you.

This guidance is provided in accordance with regulations and national guidance that is in place at the time of writing and may change. The event organiser must remain alert to changes in legislation and guidance. Event organisers should have contingencies in place to make necessary changes or be prepared to cancel the event in accordance with changes and conditions imposed locally and nationally.

From Friday 10 December, face coverings became compulsory in most public indoor venues. As an event organiser, you must read the guidance and apply the wearing of face coverings to your event. Most indoor events will now be in scope of these regulations.

From Wednesday 15 December, the coronavirus (COVID-19) rules on entering certain venues and events changed. To enter certain venues and events in England people must be able to prove one of the following:

- they are vaccinated with 2 doses of an approved vaccine (or one of the single-dose Janssen vaccine) – this is being kept under review as boosters are rolled out
- they have taken a PCR or rapid lateral flow test within the last 48 hours – tests should be taken as late as possible before attending the event, ideally immediately before the event
- they are exempt on the basis of a medical exemption or clinical trial participation

As a business or event organiser, you must read the guidance in full, and determine whether you are legally in or out of scope of this [guidance](#), and implement your plans accordingly.

You **must** review and complete a COVID-19 risk assessment. This should be updated regularly and be based on the current COVID-19 picture both nationally and locally. You should consider the infection rates in the area you are holding the event and the rates in the target audience age group. This risk assessment should be shared with your local authority for review at their request. You should, based on the outcome of your risk assessment, implement measures to reduce the risk posed by COVID-19 examples of which are included below.

1. Check if you are legally required to implement COVID-19 passes by checking the guidance available at <https://www.gov.uk/guidance/carrying-out-mandatory-covid-19-status-checks-at-your-venue-or-event>. If you are not in scope we strongly advise you to undertake checks as if you were.
2. Communicate to all attendees, potential attendees, staff and other visitors **before** and **during** your event to include:
 - a. Set text that **must** be communicated and shared –
 - i. People going to events must take a lateral flow test at home before attending and in many circumstances, checking your COVID-19 status is now mandatory. You may be asked to prove this test result and we recommend that these tests are taken as close

- to the event as possible. For more information on how to provide your COVID-19 status please see; <https://www.gov.uk/guidance/nhs-covid-pass>
- ii. Anyone with a positive test result must stay at home, and household members should follow [national guidance for close contacts](#)
 - iii. Face coverings must be worn indoors and in crowded spaces.
 - iv. Keep a respectful social distance between yourselves and people who are not in your group
 - v. Do not travel to the event if you are feeling unwell. If you start to feel unwell whilst at an event you should leave the site immediately
 - vi. Follow all COVID-19 measures in place at events including regular hand hygiene
- b. When holding an event you should set the rules and expectations for attendees. You should outline clearly the expectations and code of conduct expected for staff and visitors at the time of ticket purchase and regularly before and during the event.
3. Highly visible signage and communications should be displayed throughout the event to include, Hands, Face, Space, Ventilate and other key messages.
- a. Visible hand sanitising stations should be located throughout the event, at all entrance and exit points and any 'high touch point' areas.
 - b. A supply of face coverings should be made available for attendees whom arrive without face coverings. Face coverings should be worn by **all** staff at the event to give a positive message to attendees to encourage wearing. Face coverings should also be worn by **all** attendees indoors, this is particularly important where events are being held in settings in scope of Face Covering regulations. This should include outside spaces where distancing cannot be maintained or crowding is possible or likely. Read the guidance on wearing face coverings carefully as most indoor venues are now in scope of this legislation. You must also communicate clearly via signage or verbal communication about the requirement for face coverings to be worn. You should ask those who refuse to wear face coverings but are not exempt from wearing them to leave the premises.
 - c. To access communication assets please visit - <https://coronavirusresources.phe.gov.uk/covid19-response/resources/>
4. Close prolonged contact of groups should be avoided and reduced where possible. This includes areas such as queues, bars, indoor attractions etc. and groups should be given the choice of sharing with others or offered alternative arrangements.
- a. Implement a booking system for the event itself or main attractions with time slots to prevent overcrowding and queueing. Ask people to return at a quieter time or indicate 'how long' it will be until the next available space to give attendees the opportunity to move to a quieter area and return.
 - b. Consider the impact of close contact and mixing of people in spaces with reduced ventilation or at increased risk of crowding and ask people to respect each other through distancing and face coverings as appropriate. Ensure sufficient staff are available to keep groups separated. Ensure that staff are challenging those who are not wearing face coverings as requested where an exemption does not apply.
 - c. Implement stringent cleaning regimes. Use approved cleaning products and consult the [cleaning in non-healthcare settings](#) guidance.
 - d. Ventilate spaces during and between groups. Keep windows and doors open, move activities outside, and monitor Co2 levels where this is possible.
5. Consider high-risk transmission activities including singing and chanting and consider how these risks can be minimised. You will need more mitigation in place if your event has many of these

activities.

- a. Encourage people to remain facing in the same direction when singing or shouting, for example in a choir or pantomime, and reduce the amount of audience participation where possible. Wherever possible, avoid people facing each other during these activities. Consider alternative ways of encouraging audience and fan participation as an example.
6. Promote testing and request that attendees (aged 5+) and staff undertake a lateral flow test before attending. If you are in scope of the mandatory regulations you should check your attendees COVID-19 status by following the guidance available at <https://www.gov.uk/guidance/carrying-out-mandatory-covid-19-status-checks-at-your-venue-or-event> Other venues should also consider checking COVID-19 status, even out of scope of the regulations, and may wish to make it a condition of entry and do random checks. It is good practice to check staff tests.

Regulations:

Health Protection (Coronavirus, Restrictions) (England) (No.3) Regulations 2020 (No. 3 Regulations) ('the regulations') will continue to apply until the end of 24 March 2022. Local authorities are able to, under the above regulation, make directions that respond to a serious and imminent threat to public health. This gives powers to give directions which:

- Restrict access to, or close, individual premises
- Prohibit or restrict certain events (or types of event)
- Restrict access to, or close, public outdoor places (or types of outdoor public places)

As a guide, examples of where your event may be considered to *pose a serious and imminent threat to public health* under the above regulation may include, but are not limited to:

- **Very** high infection rates based on disease prevalence and transmission rates in the area. Or at a regional or national basis, as appropriate.
- Regional and local epidemiological data on case rates, vaccination rates, hospitalisations and deaths because of COVID-19 infections.
- Local information and insight on hospital capacity.
- Outbreaks of Variants of Concern.
- Information or epidemiological data from NHS Test and Trace, the Joint Biosecurity Centre, or the UK Health Security Agency (Public Health England).
- Documents provided by the event organiser, including arrangements for risk mitigations, in light of the latest government guidance, and the following of working safely, and other relevant, guidance.

In addition, consideration may be given to:

- The location of the event
- The risks associated with the event, including anticipated attendance, and the activities
- The likelihood of attendees travelling from regional, national or international locations with greater transmission rates
- The documentation provided by the organiser to mitigate risk

In addition, some premises and events will be covered by The Health Protection (Coronavirus, Restrictions) (Entry to Venues and Events) (England) Regulations 2021 which came into force on 15th December 2021. Local authorities under this regulation may issue fixed penalty notices that has committed an offence under these regulations. Most indoor events will also be covered by The Health Protection (Coronavirus, Wearing of Face Coverings) (England) Regulations 2021.

Rates are currently high. There may be additional restrictions or advice imposed where infection rates are particularly high. Due to the nature of how quickly things may change, changes may be made immediately before or during your event. You must remain engaged with your local authority and keep attendees updated on any changes. You should remain up to date with the local and regional picture whilst planning, before, and during your event. Be aware that should substantial risk be identified the outlined regulations may be applied.

To stay up to date on the local COVID-19 picture check <https://www.northyorks.gov.uk/coronavirus-advice-and-information> and <https://coronavirus.data.gov.uk/details/interactive-map/cases> regularly.

Remember to always check the infection rates in the community where you are holding your event. High infection rates pose a greater risk to the safety of your staff and attendees. Not all of your attendees will be aware of high infection rates, you need to remind them to be cautious and provide the facilities to help them to be safe.

This is your event; you must outline the rules for attendees to follow.

Links to guidance referred throughout and additional supporting information:

- Carrying out mandatory COVID-19 status checks at your venue or event - <https://www.gov.uk/guidance/carrying-out-mandatory-covid-19-status-checks-at-your-venue-or-event>
- Using your NHS COVID Pass for travel abroad and at venues and settings in England COVID-19 Status Regulations - <https://www.gov.uk/guidance/nhs-covid-pass>
- Prove your coronavirus (COVID-19) status to work at venues or events operating COVID-19 status checks - <https://www.gov.uk/guidance/prove-your-coronavirus-covid-19-status-to-work-at-venues-or-events-operating-covid-19-status-checks>
- The Health Protection (Coronavirus, Restrictions) (Entry to Venues and Events) (England) Regulations 2021 - <https://www.legislation.gov.uk/uksi/2021/1416/data.pdf>
- The Health Protection (Coronavirus, Wearing of Face Coverings) (England) Regulations 2021 - <https://www.legislation.gov.uk/uksi/2021/1340/data.pdf>
- Face coverings: when to wear one, exemptions, and how to make your own - <https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>
- COVID-19: cleaning in non-healthcare settings outside the home - <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>
- Working safely during coronavirus (COVID-19), Events and attractions - <https://www.gov.uk/guidance/working-safely-during-covid-19/events-and-attractions>
- Coronavirus local data - <https://www.northyorks.gov.uk/coronavirus-data>
- Coronavirus national data - <https://coronavirus.data.gov.uk/details/interactive-map/cases>
- North Yorkshire events information - <https://www.northyorks.gov.uk/guidance-events>

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