

COVID Management Plan

This plan has been written to provide a coherent and complete guide to mitigating risk of transmission or outbreak at the Playground for the New Economy Festival. It is written to protect the health and wellbeing of our staff, vendors, speakers, and the public. Our risk assessments, COVID-secure protocols and testing plan means that we can be aware of a potential outbreak early and take immediate appropriate action to contain it.

This plan aims to aid identification of sources of infection and implement control measures to prevent further spread or recurrence. This plan has been written with reference to guidance for event organisers available on GOV.UK, www.eventsindustryforum.co.uk, and The Purple Guide, and will be shared with Mid Devon SAG and any other local authority upon request.

The plan has six main sections:

1. Event enabling factors
2. Pre-emptive safety measures and protocols
3. Notifications and monitoring
4. Behavioural compliance
5. Scenario planning
6. Communication

Event enabling factors

Stir to Action's Playground for a New Economy Festival is an outdoor conference event with a short programme of live music in the evenings.

Food and drink is available to purchase as takeaway on festival grounds.

Attendees are encouraged to stay on site for the duration of the event, and the majority will camp on-site or stay in bookable on-site residential accommodation.

Event talks and workshops will be held in a large marquee or in the large event barn, both of which have more than 50% of their walls open to the outside to allow for ample ventilation.

The venue grounds provide 4 usable acres of grass, woodland, gardens for attendees to move around and camp.

COVID infection rates in Devon have been very low.

Restrictions in place at time of event are outlined in **Roadmap Step 3**.

Relevant highlights to note:

Events that are able to commence from Step 3 include those where:

- People are likely to congregate in one area for the duration of the event.
- People are likely to enter or leave the venue in large numbers at a similar time

This could include events and activities such as:

- business events such as conferences, trade shows, exhibitions, charity auctions, and private dining events such as charity or gala dinners and awards ceremonies, and corporate hospitality
- live performances

Social contact limits for permitted organised gatherings will be:

- Indoors - rule of 6 or 2 households
- Outdoors - 30 people

Social distancing measures:

Organisers must ensure preventing mixing between groups, enforcing social distancing guidelines and mandating face coverings in indoor or close contact areas where required.

All events recommencing at Step 3 will be subject to the following capacity caps:

- 1,000 people or 50% of a venue's capacity, whichever is lower at indoor events
- 4,000 people or 50% of a site or venue's capacity, whichever is lower at outdoor events

Pre-emptive safety measures and protocols

Lateral flow test recommended for all attendees within 24 hours before arrival.

Tests will also be available on the door and clean space to do testing.

Staff and volunteers will take a lateral flow test within 24 hours before and on day 2 of the event. All results will be registered with the NHS.

We'll ask people living in covid hotspots to follow current government guidance around limiting travel in and out of their area.

People who've tested positive or been in contact with someone who's tested positive in the 2 weeks prior, or is currently feeling unwell, will be asked not to travel and will not be admitted to the event.

We've reduced number of tickets available so that we'll operate at 50% of venue capacity (125 public tickets per day), enabling each person ample space for social distancing.

During event safety measures and protocols

A Festival COVID-Manager has been appointed to deliver this plan.

Temperature checks on the door. Verbal covid checks on the door.

Information about new variant and main symptoms, and what to do if you feel unwell, made available on reception.

Masks & sanitiser on reception. Sanitiser available throughout site.

Stewards will be supplied with PPE and trained to encourage attendees to keep distance, not gather in high footfall areas, ensure people don't gather in groups of more than 30, and that people gather with the people they came with.

This COVID plan will be read by all crew, volunteers, speakers, and available on reception throughout the event.

Appropriate signage and covid-safety reminders will be posted around the site.

Vendors will operate takeaway service. Masks and 2-metre distancing will be required when queuing for ordering.

Separate backstage entrance to the marquee to limit contact between speakers and audiences. Speakers arranged with plenty of distance on stage.

Tables will be arranged and not be moved to encourage social distancing between small groups.

Marquee and event barn will be set up with space between seating to accommodate social distancing. Marquee side panels will not be used, and the large front entrance of the barn will not be covered to allow for increased ventilation.

We'll discourage participants from leaving site once they've arrived to minimise risk to wider community in the following ways:

- Full ticket holders: Only allowed in case of emergency, or if they have arranged off-site accommodation.
- Day ticket holders: Only arrive once and leave once each day
- Food & Drink is available on site. No campfires, cookstoves or BBQs allowed for personal use.

Movement around the site will be free flowing to allow people ample space. For areas where a walkway is required, a one way system will be marked out to minimise pinch points.

Notifications and monitoring

We'll use NHS Track & Trace QR code and ask all guests to check in upon entry.

Stewards and crew will monitor attendees throughout the event and ensure people don't gather in large groups and use masks as appropriate.

Behavioural compliance

Our audience is made up of professionals and practitioners in values-based organisations. All attendees will have been living within the UK and subject to restrictions throughout the course of the pandemic. We will expect and trust people to continue to adhere to social distancing guidelines and covid-safety protocols put in place to ensure the safety of our staff and the public. Our event staff will lead by example and we will ensure we organise the site and give the public plenty of reminders about social distancing and washing hands.

Scenario planning

If there is a sudden upsurge in cases in Devon before the event...

- Event organisers will contact MDDC and/or SAG to advise

If someone feels unwell with coronavirus symptoms during the event...

- Person (and their close contacts) will need to leave the event immediately. They will need to pack up their things on their own and leave immediately or isolate in designated isolation area until they can leave the event
- Refer them to NHS Direct for a PCR test
- Assess risk based on contact the individual has had at the event
- If they test positive, they will be asked to identify the people they have been in close contact with, and report to Track & Trace to support this

If someone gets a notification from Track & Trace that instructs them to self isolate...

- Person (and their close contacts) will need to leave the event immediately and self isolate. They will need to pack up their things on their own and leave immediately or isolate in designated isolation area until they can leave the event
- Refer them to NHS Direct
- Assess risk based on contact the individual has had at the event

If attendees gather in large groups or don't follow other covid-safety measures during the event...

- Stewards or security will ask individuals to disperse or follow relevant covid-safety measures
- Reminder announcement to all attendees to be responsible and follow covid-safety measures
- If it continues to be a problem, individuals will be asked to leave the event, supported by security if necessary

Communication

This COVID Management Plan and the Event COVID Risk Assessment will be available on both festival organisers' websites: www.stirtoaction.com and www.selgarsmill.co.uk

Ticket holders will be informed of ongoing restrictions and the need to follow social distancing and covid-safety protocol of the event.

We will send this information, including testing requirement, upon booking, as well as in reminder communications leading up to the event.

During the event we will have general site rules and information available on reception, which will include social distancing, areas where masks are required, hand washing/sanitising, and what to do if you fall ill or are contacted by Track & Trace during the event. Signs will be posted around the site to remind people about social distancing, hand hygiene, and masks.