



Checklist for attending events during the present Covid restrictions.

Note: Government guidance on altering restrictions and infection control may alter during this current emergency. Be prepared to alter the controls of this assessment as needs be.

Wales is still at Amber Threat Level. That Amber Level means that the Covid 19 virus is still at large within our local community, all be it at a low level. As it has been found across the United Kingdom the main vector for passing on the virus is in group gatherings.

Please look at the restriction laid out in this checklist before attending any event. All the list restriction should have been put in place by the organisers prior to the event.

If the answer to any of the below is NO, it will be recommended that the Mayor/Deputy Mayor does not to attend the event.

<i>It is advised by the Town Council's Health & Safety Officer that you the organisers complete the information below to gain assurance that all of the restrictions are being planned with an aim to be fully compliant with Welsh Government Covid 19 restriction.</i>	Yes	No
Events should be limited to 30 person's max attending and should be ticket only. Those tickets should be advanced bookings. That is assuming that social distancing can be planned effectively within confines of the clubhouse. Social distancing is set at 2m.		
Is this event held	Indoor	Outdoor
Drinks ordering must be table service no one should going to a bar to get drinks.		
Clear routes to toilets and exits must be planned within social distancing restrictions.		
Organisers undertake a health questionnaire within 24 hours of the event.		
Organisers should collect test and trace data from all attending.		



Organisers should undertake temperature assessment of those attending excluding those who test above 38c should not be allowed access.		
There should be a communication of expectations (written) passed to those attending, prior to the event and poster/signage displays at the event.		
Social distancing should be observed. In Wales that is 2m unless you are sitting with family members. Bubbles cannot be reassigned to suit different occasions,		
Enhanced ingress and egress planning		
Planning for those high risk or vulnerable persons attending.		
Hygiene stations in the event area and leading to the event area.		
Enhance PPE for all workers		
Enhanced cleaning of the event area after the event.		

Please return to admin@abergele-towncouncil.co.uk as soon as possible for your invite to be considered.