

## COVID-19 GUIDELINES FOR EVENTS & GATHERINGS

6/24/20

### Guiding Principles:

- The more people an individual interacts with at a gathering and the longer that interaction lasts (increased risk = within 6 feet for greater than 10 minutes), the higher the potential risk of becoming infected with COVID-19 and COVID-19 spreading.
- The higher the level of community transmission in the area that the gathering is being held, the higher the risk of COVID-19 spreading during a gathering.
- The risk of COVID-19 spreading at events and gatherings increases as follows:
  - **Lowest risk:** Virtual-only activities, events, and gatherings.
  - **More risk:** Smaller outdoor and in-person gatherings in which individuals from different households remain spaced at least 6 feet apart, wear cloth face coverings, do not share objects, and come from the same local area (e.g., community, town, city, or county).
  - **Higher risk:** Medium-sized in-person gatherings that are adapted to allow individuals to remain spaced at least 6 feet apart and with attendees coming from outside the local area.
  - **Highest risk:** Large in-person gatherings where it is difficult for individuals to remain spaced at least 6 feet apart and attendees travel from outside the local area.

### Event planners should consider implementing strategies to encourage behaviors that reduce the spread of COVID-19 among staff and attendees:

- **Staying Home When Appropriate**
  - Advise employees and attendees to stay home if they have tested positive for COVID-19, are pending a test result for COVID-19, have had recent contact with an individual with COVID-19, or are exhibiting any symptoms of COVID-19 including: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea.
  - Consider developing flexible refund policies for attendees for events that involve a participation fee.
- **Physical Layouts of Event or Gathering**
  - Limit attendance or seating capacity to allow for social distancing, or host smaller events in larger rooms.
  - Block off rows or sections of seating in order to space people at least 6 feet apart.
  - Consider limiting the number of people who occupy the restroom at one time to allow for social distancing.
  - Do not allow lines or crowds to form without maintaining a distance of at least 6 feet from other people. It may be helpful to post signs or markers to help attendees maintain the appropriate social distance of at least 6 feet.
  - Use multiple entrances and exits and discourage crowded waiting areas.
  - Prioritize outdoor activities where social distancing can be maintained as much as possible.
- **Cloth Face Coverings**
  - Cloth face coverings are meant to protect other people in case the wearer is unknowingly infected but does not have symptoms. They are most essential in times when physical distancing is difficult (e.g., when moving within a crowd or audience). They are also strongly encouraged in settings where individuals might raise their voice (e.g., shouting, chanting, singing, etc.)
  - Require the use of cloth face coverings among staff; educate staff on proper use, removal, care of face coverings.
  - Encourage attendees ahead of the event to bring and use cloth face coverings at the event.

- **Hand Hygiene and Respiratory Etiquette**
  - Require frequent employee handwashing (e.g., before, during, and after taking tickets; after touching garbage) with soap and water for at least 20 seconds and increase monitoring to ensure adherence. If soap and water are not readily available, employees can use hand sanitizer that contains at least 60% alcohol and rub their hands until dry.
  - Encourage staff and attendees to cover the mouth and nose with a tissue when coughing and sneezing. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.
  - Provide adequate supplies to support healthy hygiene. Supplies include soap, water, hand sanitizer containing at least 60 percent alcohol, paper towels, tissues, disinfectant wipes, cloth face coverings (as feasible), and no-touch trash cans.
  - Attendees often exchange handshakes, fist bumps, and high-fives at meetings and sporting events. Display signs (physical and/or electronic) that discourage these actions during the event.
  
- **Cleaning and Disinfection**
  - Clean and disinfect frequently touched surfaces within the venue at least daily or between uses as much as possible—for example, door handles, sink handles, drinking fountains, grab bars, hand railings, and cash registers. Clean and disinfect shared objects between uses—for example, payment terminals, tables, countertops, bars, and condiment holders.
  - Consider closing areas such as drinking fountains that cannot be adequately cleaned and disinfected.
  - Clean and disinfect restrooms daily or more often, if possible, with EPA-approved disinfectants against COVID-19. A list of recommended, EPA registered disinfectants to use can be found here: <https://www.epa.gov/coronavirus/guidance-cleaning-and-disinfecting-public-spaces-workplaces-businesses-schools-and-homes>.
  
- **Food Service**
  - If the event includes food service, contact Eastern Idaho Public Health (EIPH) at 208-532-5382 to ensure proper food licensing and food safety guidelines are followed.
  - Use touchless payment options as much as possible, if available.
  - Use disposable food service items including utensils and dishes.
  
- **Communication**
  - Post signs in highly visible locations (e.g., at entrances, in restrooms) that promote everyday protective measures and describe how to stop the spread of germs.
  - Broadcast regular announcements on reducing the spread of COVID-19 on public address systems.
  - Communicate with attendees via advertising/marketing, text, email, social media, etc. about your health and safety expectations during the event and gathering.
  - Formulate a plan for alerting attendees in the event of a possible COVID-19 exposure at the gathering.

Full guidance for events and gatherings can be found here:

<https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/considerations-for-events-gatherings.html>.

**If you need further assistance or have questions, please contact  
Eastern Idaho Public Health at (208) 522-0310 or toll free at (855) 533-3160.**