



Comox Valley Newcomers Alumnae Association

Indoor Events Safety Plan (Updated February 26, 2022)

Subject to changes in Provincial Health Office Orders. Always follow the directions of your event Convener.

This Safety Plan provides guidelines for Indoor Events, such as birthday luncheons, general meetings, and any indoor event that prior to COVID-19 was held in a private home, such as coffee morning, etc. Comox Valley Newcomers Alumnae Association (CVNAA) strives to plan safe events for its members.

Note:

- 1) events may only be held in venues requiring proof of double vaccination (Part 1)
- 2) social time at a venue where proof of vaccination is not required cannot be considered a CVNAA sanctioned event (see Part 2)
- 3) indoor events in private homes (Part 3)

Part 1) Indoor Events Where Proof of Vaccination is Required

CVNAA Indoor Events can be held in venues where the BC Vaccine Card, showing proof of double vaccination is required. These venues include:

- a restaurant with table service
- a food or liquor establishment, including a pub, bar, tasting room with seating, or a private club

Before the Event:

- ensure your BC Vaccine Card shows proof of double vaccination, and take your photo ID
- assess your health risk with the BCCDC [Self-Assessment Tool](#) and do not come if a risk exists
- review the event details on the website Activity Calendar or in the convener's invitation email
- be aware of your own safety risk tolerance:
 - venue staff may not be vaccinated, even when patrons must show their Vaccine Card
 - you may be seated with or near members you have never met
 - ensure you feel comfortable with the event details, location, parking, and amenities

On Event Day:

- follow the directions of the Convener or assigned leader
- do not participate if you do not feel well
- arrive early. Extra time may be needed for Vaccine Card review, to organize seating, etc.
- **Always wear your mask in all indoor public spaces**
- agree to a group photo or other contact tracing method
- a guest may only attend if:
 - the Convener's event plan allows for guests
 - the guest is 19 or older
 - the guest agrees to sign the CVNAA Waiver Agreement
- practice careful social contact:
 - before carpooling, ensure you feel comfortable sharing close quarters
 - when using a public washroom, follow posted guidelines and use at your own risk
 - show respect for boundaries - some are more at ease with social contact than others
- **Proof of Vaccination:**
 - members must come prepared to show their Vaccine Card (2-dose) and photo ID
 - if required, the Convener will perform the check. No record will be kept

Part 2) Where Proof of Vaccination is NOT required:

The Club does not support events at venues where proof of vaccination is not required (places without table service: food court, fast food restaurant, coffee shop). If a group wishes to have social time at this type of venue, the Convener will call the event “ended” and the individuals may proceed at their own risk. Wear your mask in all indoor public spaces when moving around and not consuming food or drink as per PHO.

Please continue to be aware of your own safety risk tolerance:

- unvaccinated people may be present
- venue staff may not be vaccinated
- you may be seated with or near members you have never met

Part 3) Indoor Events/Activities in Private Homes

Events/activities can be held in members’ private homes, with the host and members following basic and respectful guidelines. Crucial to the Club allowing these Indoor Events and to member safety is that all involved in the Event must be **fully vaccinated**. This includes:

- a member attending the event/activity
- a guest of a member (when the Event Plan allows for guests)
- the host of the event/activity
- everyone residing in the private home where the event is held

Conveners will establish safety steps:

- restrict attendance to a safe number of participants based on the event type, room size, available seating, reasonable social distancing, etc.
- decide whether masks are required or optional
- provide hand sanitizer in convenient places and single use drying towels in the washroom (e.g., pop up paper towels)
- sanitize surfaces and washroom facilities
- provide as much ventilation as possible
- communicate the details of the event and the safety steps in the event/activity announcement and include a reminder that attendees must be fully vaccinated

Let’s be safe while we enjoy all the beautiful Comox Valley has to offer!