



St John

Here for Life

COVID-19 advice for event organisers

12 June 2020

The New Zealand Government and Ministry of Health introduced a range of measures to stop the spread of COVID-19 specific to gatherings and workplaces, however now we are at alert level one there are no specific restrictions placed on gatherings. Whilst the risk of exposure to COVID-19 remains very low at Alert Level 1, mass gatherings still pose a transmission risk should the virus re-emerge. Therefore, the Event Sector have instead developed the Voluntary Code for Events (the COVID Code), which outlines what the sector can do to safely deliver events.

What do I need to be doing?

As a PCBU or Voluntary Association, you will have a duty to ensure, as far as reasonably practicable, the health and safety of anyone connected to your event.

What does this mean for me?

Whilst at Alert Level 1, and as standard practice to meet pre-existing legal obligations, event organisers should develop a Risk Management / Health and Safety Plan that sets out how they will operate the event safely. These plans should now include a section specific to the risk of COVID-19 disease transmission. We recommend reviewing the [COVID Code](#) for guidance and best practice, with further information available via the COVID, Work Safe and Ministry of Business Innovation and Employment's website.

In the event of a return to a higher Alert Level it is likely further restrictions and the requirement for a more detailed COVID-19 Safety Plan would be reintroduced, including an additional layer of assurance of compliance with restrictions from St John.

Risk mitigations steps within the Code include:

- Reminding the public and event workers not to attend if they are feeling unwell.
- Enabling effective contact tracing
- Provide facilities to support good hygiene practice.
- Commitment to regularly reviewing Ministry of Health Guidance.
- Brief your event staff on how to practice good hygiene and making it easy for staff and attendees to practice good hygiene.

It is important that we protect our medical staff, therefore we ask that within your Health and Safety plan that in the setting of identifying an individual who you suspect to have COVID-19, that you pre-warn our Event Medics to the situation before approaching them with a patient, so they can have time to wear appropriate Personal Protection Equipment (PPE).

What are St John and Event Health Services doing?

- Adhering and promoting the principles outlined in the Voluntary Code for Events.
- Our event medics continue to operate under St John issued COVID-19 guidelines and will have access to 24/7 support from our clinical desk and a duty manager.
- If a patient is suspected to have COVID-19 our event medics will manage the process of assessment, treatment and referral.

Please email a copy of your Risk Management/Safety plan to our Event Consultant managing your booking or to eventhealthservices@stjohn.org.nz at least 7 days prior to the event.