GAME DAY 2.0 IN THE AGE OF COVID-19

By: Kathryn L. Walker, City Attorney, Norman, OK

Since the novel coronavirus known as "COVID-19" first appeared in the United States in early 2020, the typical day to day lives of Americans has changed dramatically, particularly in college towns. Most colleges and universities moved to an online format mid-Spring last semester and sent students home, but according to The Chronicle of Higher Education, of 1210 colleges tracked, 53% are planning for in-person instruction, 32% are proposing a hybrid model combining online and in-person instruction, 10% are planning for all online instruction, and the remainder are still considering their options.[1] As of July 20, 2020, the Center for Disease Control and Prevention reports that 20.4% of all positive cases in the United States have occurred in the 18 – 29 year old age range.[2]

With the potential for in-person instruction comes the expectation that athletic events, in some form, will resume. Football game days have become an economic driver for many college towns and cities, particularly those with Division I football programs. In Norman, Oklahoma, a typical game day is expected to generate over $5.2 million in sales and over 5,000 hotel room nights.[3] So, like many universities, college towns and cities already worried about the COVID-19 impact on their budgets, are hoping for a college football season. Such cities and towns will be required to balance its economic needs with real public health concerns. The purpose of this paper is to identify ways to mitigate public health concern in the game day context. As many universities and conferences have not announced specific plans for game day, there may more information available by the date of the presentation.

The National Collegiate Athletics Association ("NCAA") has thus far not provided any system wide limitations related to the upcoming college football season. After President Trump released federal guidelines for returning to normal activities, the NCAA released a document titled "Core Principles of Resocialization of Collegiate Sport".[4] Essentially, this document followed the federal guidelines for a phased reopening, but the core principles were telling in terms of the likely approach to fall sports by the NCAA:

1. There must not be directives at the national level that preclude resocialization.
2. State and local authorities must have in place a plan for resocialization.
3. There should be a plan in place at the university/college level for resocialization of students.
4. There must be a plan in place at the university/college level for resocialization of student-athletes within athletics.
5. There must be adequate personal protective equipment for athletics health care providers, and there must be sanitizers to manage infection control in all shared athletics space.
6. There must be the ability to assess immunity to COVID-19 at a regional and local level.

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[1] *Here's a List of Colleges' Plan for Reopening in the Fall,* The Chronicle of Higher Education, https://www.chronicle.com/article/Here-s-a-List-of-Colleges-/248626 (last visited July 20, 2020).

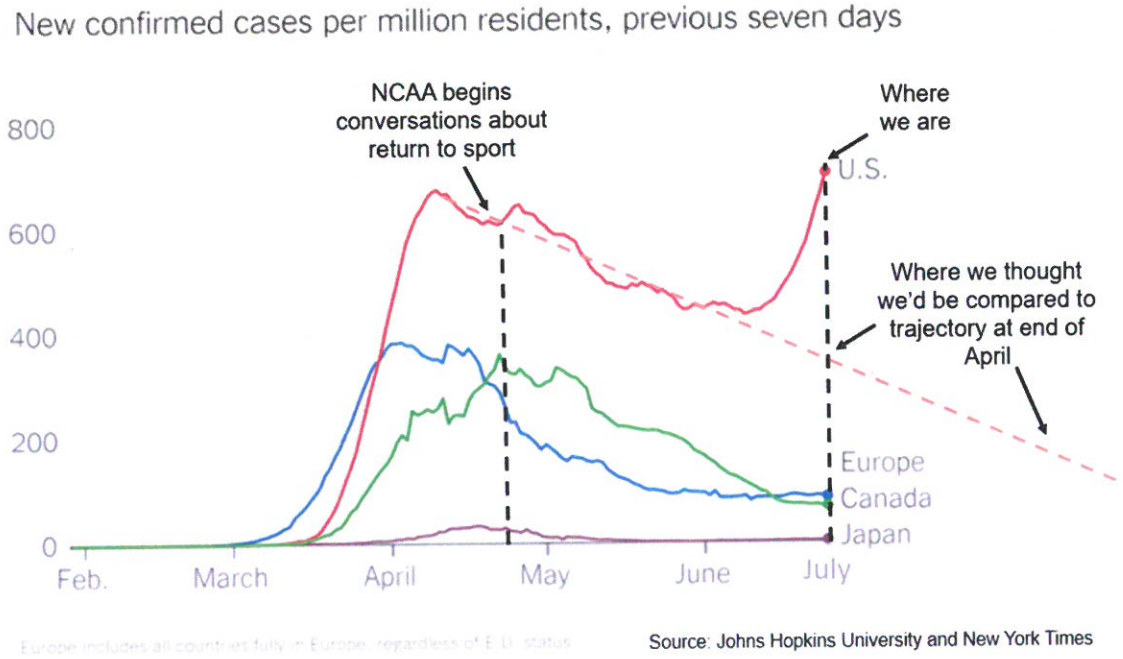
[2] *Demographic Trends of COVID-19 cases and deaths in the US reported to CDC,* Center for Disease Control and Prevention, https://www.cdc.gov/covid-data-tracker/index.html#demographics (last visited July 20, 2020).

[3] Source: Destinations International Event Impact Calculator, assuming 100% venue capacity.

[4] *Core Principles of Resocialization of Collegiate Sport,* NCAA Sport Science Institute, https://www.ncaa.org/sport-science-institute/core-principles-resocialization-collegiate-sport (last visited July 20, 2020).

7. There must be access to reliable, rapid diagnostic testing on any individual who is suspected of having COVID-19 symptoms.
8. There must be in place a local surveillance system to identify and isolate new cases, and manage close contacts.
9. There must be clearly identified and transparent risk analyses in place.[5]

The NCAA acknowledged that the economic and other benefits of resocialization and reopening must be balanced with the need to protect the public health at least until there is a vaccine or an effective treatment for COVID-19.[6] On July 16, 2020, the NCAA released additional guidance for developing standards for practice and competition.[7] The NCAA acknowledges a change in conceptual framework compared previous guidance – previous plans relied on and assumed there would be a downward trend in the rate of COVID-19 infection in the United States prior to the resumption of fall sports.[8] As has been well established, positive cases of COVID-19 are trending upward. The NCAA provided the following illustration[9]:



The NCAA is advising universities on risk mitigation, including recommending daily self-health checks, face coverings and physical distancing, where possible, and outdoor training.[10] Complicating their guidance and ability to implement system wide sport limitations is the lack of consistency between risk

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[5] *Id.*
[6] *Resocialization of College Sport: Action Plan Considerations,* NCAA Sport Science Institute, https://www.ncaa.org/sport-science -institute/resocialization-collegiate-sport-action-plan-considerations (last visited July 20, 2020).
[7] *Resocialization of Collegiate Sport: Developing Standards for Practice and Competition,* NCAA Sport Science Institute, http://www.ncaa.org/sport-science-institute/resocialization-collegiate-sport-developing-standards-practice-and-competition, (last viewed July 20, 2020).
[8] *Id.*
[9] *Id.*
[10] *Id.*

mitigation among states.[11] The latest guidance acknowledges that some sports, especially high contact risk sports, may not be practiced safely in some regions of the country.[12] Discontinuation of athletic activities should be considered if local public health and university officials determine new positive cases and high contact risk cases on campus cannot be quarantined, they are unable perform symptomatic, surveillance and pre-competition testing when warranted, campus wide or local community test rates are considered unsafe, inability to perform adequate contact tracing, or inability of hospital infrastructure to accommodate a surge in COVID-19 hospitalizations.[13]

Each conference, and within it, each university, is left to devise its own plan. Some conferences have announced adjustments to their schedules. The Ivy League Conference has implemented campus-wide policies restricting student and staff travel, requirements for social distancing, group gathering limitations, and regulations for campus visitors, thus requiring the cancellation or deferral of fall sports.[14] The Big Ten Conference announced that if the Conference is able to participate in fall sports based on medical advice, then it would include only conference games.[15] The PAC-12 Conference has announced that certain fall sports, including football, would play Conference-only games and delayed the start of mandatory athletic activities until health and safety indicators improve.[16] The ACC has delayed some sports until at least September 1, but it anticipates a decision about the fall athletic season in late July.[17] The SEC, Big 12, Conference USA, AAC, Mountain West, MAC, and Sunbelt Conference have not made any announcements about the fall season as of the date of this writing.

Cities are left with anticipating a variety of game day scenarios with less games and potential impacts to stadium capacity and gatherings. This will have an economic impact on both universities and cities, but it will also impact game day strategies for the cities. Public health is a broad object of the municipal police power; indeed, it is a city's duty to protect and promote public health.[18] Generally, there is little the municipality can do to regulate what occurs on public university property, absent a specific grant of authority.[19] Case law on COVID-19 restrictions is evolving, but the United States Supreme Court has recognized that restrictions on particular social activities during the pandemic is a dynamic and fact-intensive matter that is principally entrusted by the U.S. Constitution to the politically accountable

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[11] *Id.*

[12] *Id.*

[13] *Id.*

[14] *Ivy League Outlines Intercollegiate Athletics Plans; No Competition in Fall Semester,* https://ivyleague.com/news/2020/7/8/general-ivy-league-outlines-intercollegiate-athletics-plans-no-competition-in-fall-semester.aspx (July 8, 2020).

[15] *Big Ten Statement on 2020-21 Fall Season,* https://bigten.org/news/2020/7/9/big-ten-statement-on-2020-21-fall-season.aspx (July 9, 2020).

[16] *Pac-12 CEO Group announces decision to schedule conference-only plat for several Fall sports and to delay move toward mandatory athletics activities,* https://pac-12.com/article/2020/07/10/pac-12-ceo-group-announces-decision-schedule-conference-only-play-several-fall (July 10, 2020).

[17] *Statement from ACC Commissioner John Swofford,* https://theacc.com/news/2020/7/9/general-acc-fall-olympic-sports-to-delay-competition-until-at-least-september-1.aspx; https://theacc.com/news/2020/7/10/general-statement-from-acc-commissioner-john-swofford.aspx (July 10, 2020).

[18] 7 McQuillin Mun. Corp. § 24:221 (3d ed.)

[19] 1 McQuillin Mun. Corp. § 3A:21 (3d ed.)

officials of the States in the name of protecting and guarding the safety and health of the people.[20] When officials undertake to act in areas that are fraught with medical and scientific uncertainties, the latitude of the officials "must be especially broad".[21]

A typical game day involves large crowds, both in the venue and outside, often gathering together for hours in a tailgate setting. The host municipality may close streets adjacent to the university to accommodate these large gatherings. The CDC has issued recommendations for events and gatherings to promote healthy behaviors that reduce spread, maintain healthy environments, and maintain healthy operations.[22] Implementing these recommendations will take the cooperation of both University and city. Based on this guidance, college towns and cities preparing for football game days should consider the following to reduce the risk of spread of COVID-19:

1. Schedule regular meetings with University athletics department staff to ensure consistency and cooperation. Continue these meetings throughout the season to assess the effectiveness of any measures imposed and discuss ways to improve.
2. Install temporary hand sanitizing stations throughout any special event venue outside of the University property where fans tend to gather.
3. Work with the University to create signage and broadcast announcements to promote actions that reduce the spread of COVID-19.
4. If your city hasn't done it already, consider imposing a face covering requirement.
5. Consider imposing limits to social gatherings to avoid overcrowding at tailgates.
6. Impose additional requirements on special event licensees to limit the spread of COVID – 19:
    a. Limit the number of people within the licensed property at any one time
    b. Place physical guides, such as tape, on floors and sidewalks to promote appropriate spacing in areas where lines for food, drinks and merchandise form
    c. Provide for increased sanitation of eating and restroom facilities.
    d. Install physical barriers, such as sneeze guards and partitions, in areas where it is difficult to social distance.
    e. Ensure seating layout is arranged to promote social distancing.
    f. Use touchless payment options if possible.
    g. Designate entrance only and exit only areas.
7. Look for opportunities to be creative to address the areas you can. This could include actively seeking multiple special event venues to help spread out the crowd, airing games at outdoor City facilities with socially distanced reserved tailgating areas to reduce the crowding in and around campus, etc.

Cooperation with the University will be key in your town to pulling off a successful game day in the middle of a pandemic. Although our communities may need game day for our budgets, it is imperative that the City does what it can to make it as safe as possible.

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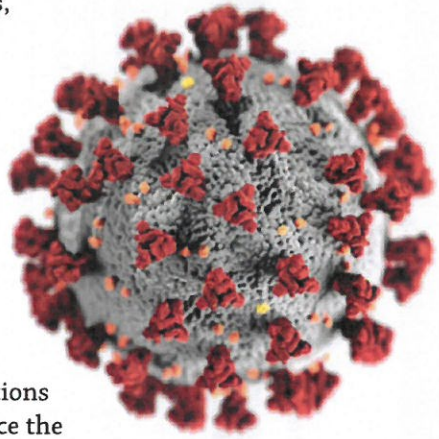
[20] *South Bay United Pentecostal Church v. Newsom,* 140 S. Ct. 1613 (2020), *citing Jacobson v. Massachusetts,* 197 U.S. 11, 38 (1905).

[21] *South Bay* at 1613, *citing Marshall v. U.S.,* 414 U.S. 417 (1974).

[22] *Considerations for Events and Gatherings,* https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/considerations-for-events-gatherings.html (last viewed July 20, 2020).

Events and Gatherings: Readiness and Planning Tool

CDC Readiness and Planning Tool to Prevent the Spread of COVID-19 at Events and Gatherings



As some communities in the United States begin to plan and hold events and gatherings, CDC offers the following readiness and planning tool to share ways event planners and administrators can help protect staff, volunteers, and attendees and slow the spread of COVID-19. This tool aligns with the Considerations for Events and Gatherings and includes the following:

- General Readiness Assessment
- Preparing for If Someone Gets Sick
- Daily/Weekly Readiness Assessment
- End-of-Day Actions and Resources

Event planners and administrators may review and complete the general readiness assessment while working with state and local officials as part of making initial preparations before the event to promote healthy behaviors, environments, and operations that reduce the spread of COVID-19. The daily/weekly readiness assessment may be used to monitor and maintain recommended practices. Planning tools are also included to help event planners and administrators prepare for if someone gets sick, plan after-event actions, and address the specific needs and circumstances of the local community. Implementation should be guided by what is feasible, practical, acceptable, and tailored to the needs and context of each community.

Guiding Principles to Keep in Mind

A gathering refers to a planned or spontaneous event, indoors or outdoors, with a small number of people participating, or a large number of people in attendance. Examples of gatherings, small or large, include a community event, concert, festival, conference, parade, wedding, or sporting event.

- The more people an individual interacts with at a gathering and the longer that interaction lasts, the higher the individual's potential risk of becoming infected with COVID-19 and then spreading COVID-19 to others.
- The higher the level of community transmission in the area where the gathering is held, the higher the risk of COVID-19 spreading at the gathering.
- The size (attendance) of an event or gathering should be determined based on state, local, territorial, or tribal safety laws and regulations.

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 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., a community, town, city, or county).
- **Higher risk:** Medium-sized in-person gatherings that are organized/laid out to allow individuals to remain spaced at least 6 feet apart, some wear cloth face coverings and come from outside the local area (e.g., a community, town, city, or county).
- **Highest risk:** Large in-person gatherings where it is difficult for individuals to remain spaced at least 6 feet apart, do not wear cloth face coverings and travel from outside the local area.

Events and Gatherings: **General Readiness Assessment**

Use the following tool when making initial preparation before the event to promote healthy behaviors, environments, and operations that reduce the spread of COVID-19.

Policies and Procedures

Point Person(s): _____

- ☐ Review relevant local/state regulatory agency policies and orders, such as those related to events, gatherings, and travel.
- ☐ Consult local health officials about recommended COVID-19 testing policies for events and gatherings.
- ☐ Consult with the venue operators about their COVID-19 policies prior to the event.
- ☐ Develop a plan to conduct daily health checks (e.g., temperature screening and/or symptom checking) of staff and attendees.
- ☐ Develop a plan to allow for social distancing before, during, and after the event (e.g., limiting attendance and modifying layouts before the event, providing physical barriers during the event and staggering exit times after the event).
- ☐ Consider limiting event attendance to staff and attendees who live in the local area (e.g., community, city, town, or county) to reduce risk of spreading the virus from areas with higher levels of COVID-19. If attendance is open to staff and guests from other communities, inform attendees in advance so they can make an informed decision whether they will participate.
- ☐ Develop online attendance options in addition to in-person attendance to help reduce the number of attendees at the event.
- ☐ Develop a flexible refund policy.
- ☐ Designate a staff person responsible for responding to all COVID-19 related situations and concerns. Make sure other staff and attendees know how to contact this person.

Facilities and Supplies

Point Person(s): _____

- ☐ Obtain supplies including:
  - ☐ soap
  - ☐ water for hand hygiene
  - ☐ hand sanitizer (at least 60% alcohol)
  - ☐ paper towels
  - ☐ tissues
  - ☐ cleaning supplies
  - ☐ EPA approved disinfection supplies
  - ☐ cloth face coverings
  - ☐ no-touch/foot pedal trash cans
  - ☐ no-touch soap/hand sanitizer dispensers
  - ☐ gloves
  - ☐ disposable food service items
  - ☐ other: _____
- ☐ Develop a schedule for increased routine cleaning and disinfection.
- ☐ Close shared spaces (e.g., a lounge); otherwise develop a plan for staggered use of these spaces and cleaning and disinfecting.
- ☐ Develop a plan for the safe and correct use and storage of cleaners and disinfectants, including storing products away from children.

Education and Training

Point Person(s): _____

- ☐ Create a plan for educating staff and attendees to ensure they know that they should not come to the event if they become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with symptoms or someone suspected or confirmed to have COVID-19. Make sure they know that if they get sick at the event, they should notify event administrators (e.g., the designated COVID-19 point of contact) right away.
- ☐ Develop protocols to educate staff on flexible work and leave policies that encourage sick staff members to stay at home without fear of job loss or other consequences.
- ☐ Create a plan for educating staff and attendees about who should wear cloth face coverings, and communicate the importance of wearing them to both staff and attendees. Cloth face coverings should **not** be placed on.
  - children younger than 2 years old
  - anyone who has trouble breathing or is unconscious
  - anyone who is incapacitated or otherwise unable to remove the cover without help
- ☐ Create information on proper use, removal, and washing of cloth face coverings and distribute to staff members.
- ☐ Create and implement training to be delivered to staff on all COVID-19 safety protocols:
  - Conduct training virtually or maintain social distancing during training
- ☐ Other: _____

Events and Gatherings: **General Readiness Assessment**

(continued from previous page)

Policies and Procedures

- ☐ Develop policies that encourage sick staff members to stay at home without fear of job loss or other consequences. Protect their privacy, particularly for those with underlying medical conditions and at higher risk for severe illness).
  - ☐ Develop options for staff at higher risk for severe illness (e.g., telework or virtual learning opportunities).
  - ☐ Develop flexible sick leave policies and practices.
  - ☐ Develop options for flexible worksites (e.g., telework) and flexible work hours (e.g., staggered shifts).
  - ☐ Develop a plan to monitor absenteeism of staff, cross-train staff, and create a roster of trained back-up staff.
- ☐ Develop a transportation and parking plan to limit contact between attendees (e.g., staggered arrival and ride share drop-off times or locations).
- ☐ Develop a plan for if someone gets sick or shows symptoms of COVID-19 while at the event or venue. (See *Preparing for If Someone Gets Sick*).
- ☐ Develop a plan to safely serve food, beverages, and merchandise, if applicable. Refer to CDC's COVID-19 considerations for restaurants and bars for guidance.
- ☐ Other: _____

Facilities and Supplies

- ☐ Make sure ventilation systems operate properly. If using fans, make sure they do not blow from one person onto another, and increase circulation of outdoor air as much as possible (e.g., opening windows and doors).
- ☐ Make sure water systems and features are safe to use after a prolonged facility shutdown.
- ☐ Develop a plan to use touchless payment options .
- ☐ Develop a plan to use multiple entrances and exits to discourage crowding in waiting areas.
- ☐ Develop a plan to change seating layout or availability of seating, or block off rows or sections so that attendees can stay at least 6 feet apart.
- ☐ Create and install physical barriers, such as sneeze guards and partitions, in areas where it is difficult for individuals to remain at least 6 feet apart.
- ☐ Create physical guides, such as tape on floors and signs on walls, to promote social distancing.
- ☐ Develop a plan to eliminate lines or queues if possible or encourage people to stay at least 6 feet apart by providing signs or other visual cues such as tape or chalk marks in congregation areas such as entrances, exits, and restrooms if a 6-foot distance between attendees is hard to ensure.
- ☐ Develop a plan to reconfigure parking lots, limit congregation points and ensure proper separation (e.g., closing every other space).
- ☐ Purchase adequate supplies to minimize sharing of materials, or limit use to one per family or group of individuals at a time, and clean and disinfect between use.
- ☐ Ensure organizations that share the venue facilities such as food vendors are aware of and follow all safety protocols.
- ☐ Other: _____

Events and Gatherings: **General Readiness Assessment**

Use the following tool when making initial preparations before the event to promote healthy behaviors, environments, and operations that reduce the spread of COVID-19.

Communication and Messaging

Point Person(s): _____

- ☐ Develop a plan to create and disseminate clear messages (e.g., videos) about behaviors that prevent spread of COVID-19 to staff and attendees before the event:
  - ☐ websites
  - ☐ email
  - ☐ social media accounts
  - ☐ other _____
- ☐ Create and post signs in highly visible locations that promote everyday protective measures such as wearing cloth face coverings and that describe how to stop the spread of germs in:
  - ☐ entrances
  - ☐ dining areas
  - ☐ restrooms
  - ☐ other _____
- ☐ Develop a plan to communicate with partner organizations such as vendors to ensure that they are aware of all of your COVID-19 safety protocols.
- ☐ Develop signs and communication (e.g., videos) in alternative formats (e.g., large print posters, braille, American Sign Language) for people who have limited vision, or are blind, or people who are deaf or hard of hearing.
- ☐ Consider posting signs for the national distress hotline: 1-800-985-5990, text TalkWithUs to 66746; The National Domestic Violence Hotline: 1-800-799-7233, TTY 1-800-787-3224; and The National Suicide Prevention Lifeline: 1-800-273-TALK (8255).
- ☐ Develop regular announcements on reducing the spread of COVID-19 to be broadcast on public address systems.
- ☐ Create a plan for communicating with staff and attendees about whom to contact if they have questions and concerns related to COVID-19.
- ☐ Other: _____

Action Planning—Notes and Next Steps

Point Person(s): _____

Use this space to note any required resources and next steps, or potential barriers and opportunities:

Events and Gatherings: **Preparing for if Someone Gets Sick**

Use the following tool when making initial preparations before the event for if someone gets sick with COVID-19.

Before Someone Gets Sick

Point Person(s): _____

- ☐ Create a plan to educate staff and attendees to ensure they know that they should not come to the event If they become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with symptoms or someone with suspected or confirmed COVID-19. Make sure they know that if they get sick at the event, they should notify event planners (e.g., the designated COVID-19 point of contact) right away.
- ☐ Develop systems to:
  - ☐ Allow staff and attendees to self-report to administrators if they have symptoms of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days.
  - ☐ Notify individuals of closures and restrictions put in place to limit COVID-19 exposure.
- ☐ Develop staff policies for returning to the venue after COVID-19 illness. CDC's criteria to discontinue home isolation and quarantine can inform these policies.
- ☐ Identify and create an isolation room or area to separate anyone who has COVID-19 symptoms or who has tested positive but does not have symptoms.
- ☐ Develop procedures for safely transporting anyone who is sick to their home or to a healthcare facility.
- ☐ Develop a plan to support staff and attendees experiencing trauma or challenges related to COVID-19.
- ☐ Other: _____

When Someone Gets Sick

Point Person(s): _____

- ☐ Immediately separate individual(s) with COVID-19 symptoms from others.
- ☐ Safely transport sick individuals home or to a healthcare facility, depending on how severe their symptoms are.
- ☐ If calling an ambulance or bringing someone to the hospital, try to call first to alert them that the person may have COVID-19.
- ☐ Close off areas used by a sick person and do not use these areas until after cleaning and disinfecting them (for outdoor areas, this includes surfaces or shared objects in the area, if applicable).
- ☐ Advise sick individuals that they should not return to the venue until they have met CDC's criteria to discontinue home isolation.
- ☐ Other: _____

Notes and Next Steps:

After Someone Gets Sick

Point Person(s): _____

- ☐ In accordance with state and local laws and regulations, notify local health officials, staff, and families of a person with COVID-19 while maintaining the individual's confidentiality in accordance with the Americans with Disabilities Act (ADA).
- ☐ Notify individuals of closures and restrictions put in place due to COVID-19 exposure.
- ☐ Advise those who have had close contact with a person diagnosed with COVID-19 to stay home, self-monitor for symptoms, and follow CDC guidance if symptoms develop.
- ☐ Close off the area and wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible. Make sure of safe and correct use and storage of cleaning and disinfection products, including storing them securely away from children.
- ☐ Other: _____

Events and Gatherings: **Daily/Weekly Readiness Assessment**

Use the following tool the day of and during the event to monitor and maintain healthy behaviors, environments, and operations that reduce the spread of COVID-19.

Policies and Procedures

Point Person(s): _____

- ☐ Maintain regular contact with local health authorities to ensure adherence to their most up-to-date guidance.
- ☐ Ensure an on-duty staff person is assigned to be responsible for responding to COVID-19 concerns.
- ☐ Monitor absenteeism of staff.
- ☐ Ensure the roster of trained back-up staff is updated in case a staff member is sick.
- ☐ Conduct daily health checks (e.g., temperature screening and/or symptom checking) of staff and attendees, if feasible.
- ☐ Ensure staff are using flexible worksites (e.g., telework) and flexible work hours (e.g., staggered shifts) when needed.
- ☐ Ensure staff and attendees have received communication about all safety protocols and COVID-19 related policies.
- ☐ Ensure that attendees have received communication about refund policies if they get sick and cannot attend the event.
- ☐ Ensure that all protocols developed, to limit contact between staff and attendees and ensure that attendees can maintain 6 feet of distance, are implemented.
- ☐ Ensure limited opportunities for both staff and attendees to share objects.
- ☐ Ensure the broadcasting of regular announcements on reducing the spread of COVID-19 on public address systems throughout the event.

Facilities and Supplies

Point Person(s): _____

- ☐ Monitor and restock supplies including:
  - ☐ soap
  - ☐ water for hand hygiene
  - ☐ hand sanitizer (at least 60% alcohol)
  - ☐ paper towels
  - ☐ tissues
  - ☐ cleaning supplies
  - ☐ EPA-approved disinfection supplies
  - ☐ cloth face coverings
  - ☐ no-touch/foot pedal trash cans
  - ☐ no-touch soap/hand sanitizer dispensers
  - ☐ disposable food service items
  - ☐ gloves
  - ☐ other: _____
- ☐ Monitor adherence to the schedule for increased, routine cleaning and disinfection of:
  - ☐ frequently touched surfaces
  - ☐ communal spaces
  - ☐ shared objects
  - ☐ other: _____
- ☐ Monitor availability and use of gloves when removing garbage bags or handling and disposing of trash.

Education and Training

Point Person(s): _____

- ☐ Ensure that staff and attendees have received communication that they should not come to the event if they become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with symptoms or someone with suspected or confirmed COVID-19. Make sure they know that if they get sick at an event, they should notify event administrators (e.g., the designated COVID-19 point of contact).
- ☐ Ensure that staff have reviewed the policies on flexible work and leave that encourage sick staff members to stay at home without fear of job loss or other consequences.
- ☐ Reinforce and monitor handwashing with soap and water for at least 20 seconds or using hand sanitizer containing at least 60% alcohol if soap and water are not readily available.
- ☐ Encourage staff to cover their mouth and nose with a tissue when coughing and sneezing and then wash hands with soap and water for at least 20 seconds.
- ☐ Ensure that communication about the proper use of cloth face coverings is easily seen or heard by staff and attendees. Cloth face coverings should **not** be placed on.
  - children younger than 2 years old
  - anyone who has trouble breathing or is unconscious .
  - anyone who is incapacitated or otherwise unable to remove the cover without help

Events and Gatherings: **Daily/Weekly Readiness Assessment**

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Policies and Procedures

- ☐ Review the most recent local/state regulatory agency policies for updates.
- ☐ Other: _____

Facilities and Supplies

- ☐ Monitor safe and correct use and storage of cleaners and disinfectants, including storing products securely away from children.
- ☐ Ensure adequate ventilation when cleaners and disinfectants are used to prevent staff and attendees from inhaling toxic fumes.
- ☐ Monitor ventilation systems to determine if they are operating properly.
- ☐ Ensure that touchless payment options are operational.
- ☐ Ensure all physical barriers, such as sneeze guards and partitions, in areas where it is difficult for individuals to remain at least 6 feet apart are installed correctly.
- ☐ Ensure that all physical guides, such as tape on floors and signs on walls, to promote social distancing are easily seen.
- ☐ Ensure that all changes to the venue such as seating layout, entrances and exits are well marked and easy to understand.
- ☐ Ensure the staggered use and cleaning and disinfecting between uses of shared spaces.
- ☐ Ensure the circulation of outdoor air as much as possible throughout the event (e.g., opening windows and doors).
- ☐ Ensure that adequate supplies are available to minimize sharing of high-touch materials and monitor cleaning and disinfecting between use.
- ☐ Other: _____

Education and Training

- ☐ Ensure that information on proper use, removal, and washing of cloth face coverings is available.
- ☐ Ensure that all staff present have been trained on relevant COVID-19 safety protocols.
- ☐ Other: _____

Events and Gatherings: **Daily/Weekly Readiness Assessment**

Use the following tool the day of and during the event to monitor and maintain healthy behaviors, environments, and operations that reduce the spread of COVID-19.

Communication and Messaging

Point Person(s): _____

- ☐ Ensure that signs are placed in highly visible locations that promote everyday protective measures such as wearing cloth face coverings and that describe how to stop the spread of germs at:
  - ☐ entrances
  - ☐ dining areas
  - ☐ restrooms
  - ☐ other _____
- ☐ Continue to provide or update clear messages (e.g., videos) about behaviors that prevent spread of COVID-19 when communicating with staff and families on:
  - ☐ websites
  - ☐ email
  - ☐ social media accounts
  - ☐ other _____
- ☐ Ensure that partner organizations such as vendors have received communication about all COVID-19 safety protocols.
- ☐ Ensure signs and communication (e.g., videos) in alternative formats (e.g., large print posters, braille, American Sign Language) for people who have limited vision or are blind or people who are deaf or hard of hearing are readily available.
- ☐ Make sure all staff and attendees have been informed which staff person is responsible for responding to COVID-19 concerns and how to contact them.
- ☐ Encourage staff to take breaks from watching, reading, or listening to news stories about COVID-19, including social media if they are feeling overwhelmed or distressed throughout the event.
- ☐ Promote healthy eating, exercising, getting sleep, and finding time to unwind among staff to help them cope with stress.
- ☐ Encourage staff to talk with people they trust about their concerns and how they are feeling.
- ☐ Other: _____

Action Planning—Notes and Next Steps

Point Person(s): _____

Use this space to note any required resources and next steps, or potential barriers and opportunities:

Events and Gatherings: **End-of-Day Actions and Other Resources**

Use the following resources to conduct end-of-day actions and address any additional considerations specific to your program or community context.

End-of-Day Actions

Point Person(s): _____

- ☐ Meet with the emergency operations coordinator and/or planning team(s) to discuss and note lessons learned.
- ☐ Determine ways to improve planning and implementation processes if the event will happen again.
- ☐ Inform staff and attendees of any changes made.
- ☐ Update your plans regularly according to the state and local situation and orders.
- ☐ Other: _____

Other Considerations

Point Person(s): _____

Use this space to note any other considerations unique to your program or community context.

Other Resources

Point Person(s): _____

- Latest COVID-19 Information
- Cleaning and Disinfection
- Guidance for Businesses and Employers
- Guidance for Schools and Childcare Centers
- Guidance for Park Administrators
- Shared and Congregate Housing
- COVID-19 Prevention
- Handwashing Information
- Face Coverings
- Social Distancing
- COVID-19 Frequently Asked Questions
- People at Higher Risk
- People with Disabilities
- Coping with Stress
- HIPAA and COVID-19
- CDC communication resources
- Community Mitigation