

# Drachenwald Event and Meeting Guidelines in a post COVID-19 World

August 1, 2020

Countries throughout Europe are once again allowing group meetings and opening borders for travel between countries. This document provides information and recommendations for Drachenwald's SCA groups to use when holding in-person meetings and events.

## Meeting and Event Scheduling

There are no additional restrictions or rules for holding SCA group meetings or events. These activities should continue to be scheduled as per SCA Corpora and Drachenwald rules with local events approved first by a group seneschal. Groups may register meetings and events for publication on the Drachenwald web site by filling out a form here:

<https://drachenwald.sca.org/events/calendar-add/> This also submits the activity automatically to the Dragon's Tale Kingdom newsletter.

## Guidelines for In-person Activities

### General rules for attendees

- A. Do not attend an in-person activity if you are experiencing any of the symptoms of COVID-19.
- B. If you have an underlying condition which increases your risk if you contract COVID-19, you should strongly consider your own health and safety before attending an in-person event.

### General rules for organizers

- C. Activity organizers should consult and follow their own country or region requirements about group meeting restrictions, especially regarding the maximum number of participants. These should be applied to fighter practices, local A&S activities, camping and other in-person events. Organizers should also keep up to date with changes to government policy regarding group gatherings.
- D. Inform attendees in advance of any special requirements for attending an activity. This may include using social distancing, special seating to accommodate social distancing, face covering rules and any food and drink restrictions.
- E. Have as many activities outdoors as possible.

### Other recommendations for organizers

Below are some additional suggestions that meeting and event organizers may wish to follow.

1. Keep sign-in sheets of all participants for an activity.

- a. Sign-in sheets should be kept by the activity organizer or branch seneschal for up to 90 days after the activity as they may be used for contact tracing if needed.
  - b. Sign in sheets should include an attendee's full legal name, SCA name, current phone number or email address.
  - c. Minors should be signed in under their parent's contact information.
  - d. Attendees need to be informed that these sign-in sheets will be kept.
2. For events or meetings longer than 4 hours:
  - a. Post signs at any check in table and around public spaces listing any social distancing, face covering or contact rules.
  - b. Provide hand sanitizer in public areas and kitchens.
  - c. Establish a special team to routinely clean public areas every 2-3 hours, disinfecting objects and surfaces that are touched regularly. This includes bathrooms and toilets.
  - d. Provide paper towels or towel dispensers for hand drying in toilets.

## **Recommendations for martial activities (Including fighter practices)**

Keep in mind that trainings should be conducted in a safe way so the steps you take keep not only you but the whole martial community as healthy as possible.

- If you have symptoms of COVID-19 (coughing, sneezing, runny nose) stay at home
- Avoid using group showers as much as possible
- Change as far as possible from others outdoors or at home first
- Exercises should be done outdoors
- Wash your hands before and after training
- Do not share equipment with each other
- Customize the workouts so that close contact is avoided as much as possible
- Keep up to date with the recommendations and restrictions published for your country or local community. Just because something is not included in the list of things you should not do, does not mean that you should do it.

## **Food and drink handling**

Although it is very unlikely that COVID-19 is transmitted through food or food packaging, as a matter of good hygiene practice anyone handling food must wash their hands frequently with soap and water for at least 20 seconds. This should be done routinely, including:

- Before and after handling food (cooks and servers)
- When moving between different areas of the meeting or event site (i.e. kitchen and dining area)
- After blowing your nose, coughing or sneezing. Coughs and sneezes should be caught in a tissue or the crook of your elbow
- Do not provide group serving utensils. Have food served or have attendees use their own clean utensils to distribute food.

## **Questions?**

If you are unsure of how to hold an event or meeting and wish to discuss how to do this, contact your Regional Seneschal, the Kingdom Seneschal ([seneschal@drachenwald.sca.org](mailto:seneschal@drachenwald.sca.org)) or the head of your local SCA affiliate organization.