

## AUSTRIAN ALPINE CLUB (UK)

### COVID-19 ADVICE FOR UK EVENTS - FOR LEADERS/ORGANISERS

**These guidelines will be sent to all voluntary leaders and organisers who will then forward the 'advice for participants' to all participants applying for an event. The purpose of this notice is to provide general advice regarding safety measures in relation to the corona virus pandemic according to government guidelines to help suppress the spread of the virus in England, Wales, Scotland and Northern Ireland. There may also be local restrictions and advice can change at short notice.**

1. No leader should feel pressured into leading an event. They should consider their own vulnerability and that of their families. If they advertise an event, they should be free to cancel at any point up to the time of the start for any reason.
2. For AAC(UK) events group size must be within applicable government or devolved authority guidelines at the time of the event, which must be checked before the event takes place. Event coordinators and leaders should consider whether further restrictions might be sensible, given the location and type of route and the prevailing Covid situation. For example, if infection rates are significant in the particular location, or a walk uses narrow paths through busy areas, then a smaller group might be advisable.
3. Events where a booking form is sent to the leader/organiser. The booking form should ask for participants' contact telephone numbers which can be forward to NHS Track and Trace if necessary. Your information and booking sheet should contain our usual disclaimer which the applicants are asked to accept.
4. For all other events participants must pre-register by sending an e-mail to the organiser/leader with name and contact telephone number, both of which can be forwarded to NHS Track and Trace if necessary, and your e-mail address and AAC(UK) membership number.
5. For events under para 3 and 4, the leader should respond with one of two standard emails, which will either:
  - a. Confirm joining instructions, include the Covid-19 statement (see page 2), and ask participants to let the leader know as soon as possible if they are unable to attend after all. For events where a booking form has not been required this e-mail must contain our usual disclaimer which the applicants will be asked to accept in advance of the event.
  - b. Advise the participant that the event is already full and asking them if they wish to go on a waiting list and, unless a place is subsequently confirmed, not to turn up for the event.
  - c. Leaders/ organisers should them compile a master sheet containing all participants' personal details and this can be used to take a roll call at the start of an event.
6. At the start of the meet, the leader must take a roll call to confirm everyone on the list has turned up.
7. Before the event (with exception of day walks), the list of participants and contact details (the master sheet) must be sent to the Office. After the event and in the case of day walks, an updated participant list must be sent to the Office. If the leader or the AAC(UK) Office is notified that someone within the group subsequently tests positive for Covid-19, this information will be supplied to NHS Test and Trace. The leader must destroy this list 3 weeks after an event.
8. When e-mailing members of the group, either send individual e-mails or use bcc, unless you have specifically asked everyone for permission to share their contact details.

## AUSTRIAN ALPINE CLUB (UK)

### COVID-19 ADVICE FOR UK EVENTS - FOR ALL PARTICIPANTS

#### Before the event

1. If you (or someone else from your household) have COVID-19 symptoms you should self-isolate in line with government guidelines. You must not take part in any AAC(UK) activities during this time.
2. If you (or someone you live with) are 'clinically vulnerable' and at higher risk of getting seriously ill from Covid-19, you should take extra care to minimise contact with others from outside your household. Everyone over 70, and those with certain underlying health conditions are considered to be 'clinically vulnerable'. Taking part in an AAC(UK) activity may not be the right decision if it could put you and those around you at higher risk. However, this is your personal decision.
3. Events where a booking form is sent to the leader/organiser. The booking form will now ask for participants' contact telephone numbers which can be forwarded to NHS Track and Trace if necessary.
4. For all other events you must pre-register by sending an e-mail to the organiser/leader with your name and contact telephone number, both of which can be forwarded to NHS Track and Trace if necessary, and your e-mail address, and AAC(UK) membership number.
5. The organiser of the event will then contact you to either:
  - a. Confirm joining instructions, include this Covid-19 statement, and ask participants to let the leader know as soon as possible if they are unable to attend after all. For events where a booking form has not been required this e-mail will contain our usual disclaimer which you will be asked to accept in advance.
  - b. Advise the participant that the event is already full and asking them if they wish to go on a waiting list and, unless a place is subsequently confirmed, not to turn up for the event.

#### During the event

6. Everyone should carry a mask, hand sanitiser and disinfectant wipes.
7. If you are travelling to an event by public transport you must wear a face mask. Car sharing should be according to current government and devolved authority guidelines.
8. The leader will take a roll call at the start of the walk to confirm who is participating. Please bring your AAC(UK) membership card. Please wear a mask when gathering before the start of an event.
9. Maintain a distance of at least 2 metres from other people. Where you are walking along a narrow path, wait for other people walking in the other direction to pass, turn your head away or cover your nose and mouth. Where social distance cannot be maintained then masks should be worn.
10. Because mountain bikers travel faster, they should maintain a distance of 2 metres when going uphill but much larger distances when on the level or going downhill; keep 2 metres apart when passing other people.

#### After the event

- 12 (If anyone attending the event subsequently tests positive for Covid-19 within 14 days of the event,
  - a) they should notify the leader and the AAC(UK) Office, and
  - b) the contact information for all attendees will be supplied to NHS Test and Trace.This information will be destroyed by the leader/organiser 3 weeks after an event.)

**We hope that you enjoy your AAC(UK) event and, by following these common sense rules, reduce the risk of spreading the virus or becoming ill yourself.**