

Communicable Disease Checklist for Community Use

Prior to the school administrator accepting a booking, the following checklist needs to be completed by the event organizer and the school administrator. All items in the following list must be checked for an event to be permitted. This checklist is created to help demonstrate fulfillment of [The Gatherings and Events Covid-19 Order](#).

This checklist may be updated from time to time. Any event will need to be acceptable under the guidelines at the date of the event. Approval on this checklist does not indicate future approval.

Items to Check Prior to Booking	(Yes/No)
1. The Event has an Organizer.	_____
2. The Event Organizer has read The Gatherings and Events Covid-19 Order in its entirety and aware of their requirements under the Order.	_____
3. The Event is not a gathering of participants in an inside place for the purpose of an adult sports activity, or an exercise, fitness or dance activity or class.	_____
4. If the event is a program for children or youth, the Event Organizer will ensure that all adults who lead, supervise or assist in the program will have received two doses of the vaccine.	_____
5. The Event will not have more attendance than 50 persons.	_____
6. The Event Organizer has a plan to control attendance.	_____
7. The Event Organizer will have enough staff to ensure people remain seated (where appropriate) and do not congregate.	_____
8. The Event Organizer will have hand sanitizer available to all participants.	_____
9. No food/drink will be given other than prepackaged items.	_____
10. A washroom will be made available to The Event Organizer.	_____
11. The School Administrator has contacted Clerical.Operations@sd8.bc.ca to confirm adequate custodial availability.	_____

This event can only be approved by the school administrator if yes is answered to all questions above.

Signature of School Administrator

Signature of Event Organizer

School Administrator (Name)

Event Organizer (Name)

Date

Date