



Communicable Disease Event Checklist

Prior to accepting a booking, the following checklist needs to be completed by the event organizer and the site administrator. **If any of the items are answered no, the event is not be allowed to run at a School District 8 Site.** This checklist is created to help demonstrate fulfillment of [The Gatherings and Events Covid-19 Order for Interior Health Authority](#).

This checklist may be updated from time to time to bring it in alignment with current Provincial Health Office and Interior Health Orders and Guidelines. Any event will still need to be acceptable under the guidelines at the date of the event or it will not be allowed access to the space. Approval on this checklist does not indicate future approval.

Items to Check Prior to Booking

(✓)

1. The Event Organizer has read The Gatherings and Events Covid-19 Order for Interior Health Authority in its entirety and aware of their requirements under the Order. _____
2. The Event is not a group exercise activity for adults _____
3. The Event does not include dancing (unless it is a dance performance) _____
4. The Event has an Organizer _____
5. The Event will not have more attendance than 50 person or 50% of the operating capacity of the place (gyms will have a posted fire capacity). _____
6. The Event Organizer has a plan to control attendance _____
7. No food/drink will be given other than prepackaged items _____
8. The Event Organizer will have hand sanitizer available to all participants _____
9. A washroom is made available to The Event Organizer _____
10. The Event Organizer will have enough staff to ensure people remain seated (where appropriate) and do not congregate _____
11. If the event will have more than 50 individuals, and is not a program for children or youth, The Event Organizer will require proof of vaccination. _____

Signature of Site Administrator

Signature of Event Organizer

Site Administrator (Name)

Event Organizer (Name)

Date

Date