

4-H BC COVID-19 Safe In-Person Activity Planning Checklist

Following the province-wide restrictions announced by the BC Provincial Health Officer on January 8, 2021 beginning January 15th in-person 4-H activities can resume at the club, district, and regional levels as long as provincial health guidelines can be met. When planning 4-H events **please complete the following checklist to make sure you are considering all the relevant safety requirements and submit to mail@bc4h.bc.ca at least 1 week prior to your activity:**

Name of Club: _____

Date of Activity: _____

Location of Activity: _____

Description of Activity: _____

Name of Leader in Charge of Activity: _____

Email of Leader in Charge of Activity: _____

Planning Your Activity	Y	N
The group size will be less than 50 and restricted to only 4-H leaders and members	Y	N
The event will be held at a location other than a private residence	Y	N
The venue can safely accommodate the number of participants while allowing them to maintain physical distancing (6ft between participants)	Y	N
The venue has adequate washroom and hand washing facilities to ensure participants practice good hygiene (frequent hand washing with soap and water and use of hand sanitizers)	Y	N
The activity can be safely delivered while allowing participants to maintain physical distancing (6ft between participants)	Y	N
The activity will be low touch, with members using their own materials and supplies as often as possible, limiting use of shared materials and supplies	Y	N
Face masks will be worn in all indoor public spaces (allowable exemptions apply)	Y	N
There will be no communal or buffet style meals (alternatives such as individual pre-packaged meals are acceptable)	Y	N
The event does not include overnight accommodation	Y	N
Participants have completed the 4-H Canada COVID 19 waiver form	Y	N

Delivering Your Activity (Day of)	Y	N
Leaders have assessed themselves before the activity for symptoms of common cold, influenza, or COVID-19 and stayed home if they are ill	Y	N
Parents and caregivers have assessed their child before the activity for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease and stayed home if they are ill	Y	N
Upon arrival 4-H leaders ask parents and caregivers to confirm that the child does not have symptoms of common cold, influenza, COVID-19, or other respiratory disease	Y	N
Upon arrival first and last names and telephone numbers, or email address, of every participant who attends will be collected	Y	N
Frequently touched surfaces such as doorknobs, countertops, bathrooms and other surfaces are cleaned and disinfected	Y	N
Members or families who are not comfortable participating in-person will not be penalized; reasonable accommodations are made to continue including members virtually in 4-H activities as needed	Y	N

If you answered no to any of the questions above your in-person 4-H activity is not ready and approved to proceed.

Please make necessary adjustments to your plan or contact the 4-H BC Office (mail@bc4h.bc.ca) for assistance.

References:

- BC's Province-wide Restrictions - <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support>
- BC COVID-19 Go-Forward Management Strategy - https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/bc_covid-19_go-forward_management_strategy_web.pdf
- Public Health Order: Gatherings and Events – <https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19-pho-order-gatherings-events.pdf>
- Public Health Order: Mask Mandate Order - https://www.bclaws.gov.bc.ca/civix/document/id/mo/mo/m0425_2020