

## DCU Tea Society COVID-19 Protocol

- Tea Society will have at least two COVID-19 Officers, who will ensure that the government regulations are implemented at each event.
- We recommend that all society members educate themselves on the latest up to date advice on physical distancing, hand hygiene and respiratory hygiene available at [www.hse.ie/coronavirus/](http://www.hse.ie/coronavirus/)
- We recommend that society members get in contact with any of the COVID-19 Officers if they begin to display symptoms of COVID-19.
- We recommend that society members inform COVID-19 Officers if they are concerned about other members who are present at events who are displaying symptoms of COVID-19.
- We recommend that society members who are deemed vulnerable or in a household with vulnerable people should avoid in-person events for their own safety and the safety of others.

### Control Process Before Events:

- Information on physical distancing and any changes to event regulations will be communicated to members by email before the event.
- We will hold events in environments where physical distancing can be observed.
- Attendance will be taken at each event for contact tracing.
- Members who have displayed any COVID-19 symptoms over the previous 14 days will be encouraged not to attend events.
- Members who are self-isolating or awaiting the results of a COVID-19 test will not be allowed at events.
- Members will be asked to complete a GDPR compliant health screening questionnaire before attending an event. This questionnaire will be distributed to attending members' emails.
- Members will be asked to use hand sanitizer before entering rooms.
- As most members will be drinking tea during our events, a social distance of two metres will be kept between members at all times, and members will wear masks when not eating or drinking.
- One committee member will be selected on a rotational basis at each event to use the kettle to reduce contact. This committee member must disinfect the kettle at the start and end of the event.

### During Event Protocol:

- If a member shows COVID symptoms at an event such as cough, fever, shortness of breath or loss of sense of smell or taste, other members should keep 2 metres away

from the symptomatic person at all times. The Society COVID-19 Coordinator(s) should be contacted.

- The Society COVID-19 Coordinator should initially assess whether the unwell individual can immediately be directed to go home, call their doctor and continue self-isolation at home.
- Where the individual needs or requests an ambulance, isolate the area, call the ambulance advising of suspect COVID-19 case, stay with the patient (or call for DCU First Aid Response on 5999) (at least 2m away) and comfort them until the ambulance attends.
- Where the person does not require an ambulance and cannot return home independently or without using public transport (while maintaining 2 metre distance), the unwell individual should be directed to the campus designated isolation area (see below) and advised to call their doctor, outlining their current symptoms. On route, advice should be given to the unwell individual to cover their mouth and nose with a disposable tissue or surgical mask if available. The following spaces are designated isolation rooms for staff and students: - Glasnevin Campus - Student Health Centre, Henry Grattan Building - St Patrick's Campus - Student Health Centre, Block A - All Hallows Campus - PG08, Purcell House.
- The Society COVID-19 Coordinator should notify management who should subsequently notify the Chief Operations Officer (COO).
- The Society COVID-19 Coordinator should make available to the COO, records kept regarding Direct Contact to identify people who have been in contact with the individual. If COVID-19 positive is confirmed, the HSE may advise direct contacts on any actions or precautions that should be taken.