

1 COVID-19 Safety Officer:

1.0 The name of the Society shall be **DCU Coffee Society**.

2 Check in / Registration Process:

2.0 Do not attend if feeling unwell or if you answer yes to any of the screening questions on the DCU Coffee Society Return-to-Activity Questionnaire.

2.1 All members (attendees) must ensure the society has their up to date contact details.

2.2 Sanitiser station at check in area.

2.3 No mingling/social interaction in check in area.

2.4 Attendees to go immediately to the meeting area post check in.

2.5 Educational information available on website and must read pre attendance.

3 Facilities and Equipment:

3.0 Members must provide their own cups/equipment and NEVER share them.

3.1 All equipment must be thoroughly sanitised following every session, (Jugs, V60, French press, etc.).

3.2 While using equipment attendees should try to not share equipment with each other unless it has been properly sanitised.

4 Social Distancing and Behaviours:

4.0 Members/Attendees must refrain from handshakes, high fives and other forms of close physical contact.

4.1 Practice good cough/sneeze etiquette and dispose of any used tissue in a responsible manner.

4.2 Avoid touching your face.

4.3 Remain at least 2 meters apart from other members/attendees while at the event.

- 5.2 Attendees should arrive at the event no more than 5 minutes before the beginning of the event or meeting.
- 5.3 Attendees should go directly to the meeting area.
- 5.4 All people must sanitise their hands prior to arriving at the event/meeting.
- 5.5 Ensure all members/attendees follow the current guidelines on the use of public transport and the use of private vehicles.

6 Meetings/Events:

- 6.0 Each in person meeting will only contain the maximum amount of persons allowed in the DCU and Government public health guidelines at the time of the event.
- 6.1 Members/attendees should not mix before, during or after the meeting/event.

7 Post Meeting/Event:

- 7.0 Post meeting/event attendees must leave immediately.
- 7.1 Members/Attendees must report if they subsequently develop COVID post meeting.

8 Actions Around A Suspected Case:

- 8.0 If someone becomes unwell with symptoms such as a cough, fever, difficulty breathing, keep at least 2 meters away from the symptomatic person and also ensure that others remain at least 2 meters away from the symptomatic person at all times.
- 8.1 Club 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.
- 8.2 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 first aid response on 5999) (at least 2m away) and comfort them until the ambulance attends.
- 8.3 Where the person does not require an ambulance and cannot return home independently or without using public transport (while maintaining 2-meter distance), the unwell individual should be directed to the campus designated isolation area (Student Health Centre, Henry Grattan Building, Glasnevin campus) 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.
- 8.4 The club COVID-19 Coordinator should notify management who should subsequently notify the Chief Operations Officer (COO).
- 8.5 The Club 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.

9 Player and Member Responsibilities:

- 9.0 Notice of a proposal to seek an amendment to this Constitution shall be given to the members at least 4 working days prior to the meeting at which such a proposal shall be considered.
- 9.1 A proposal to amend this Constitution must receive the approval of $\frac{2}{3}$ of the members present and entitled to vote at the relevant meeting.
- 9.2 A quorum of the meeting shall be 2 Governing Executive Committee members and 10% of the ordinary membership.