

## GUIDE FOR COVID-19 CONTROLS FOR REMEMBRANCE SERVICES

The COVID-19 pandemic has had a huge impact on events during 2020 and unfortunately that continues; with events and gatherings having to be organised quite differently from previous years, if not outright cancelled, in order to comply with legislation, meet public expectation and most importantly to keep people safe.

The following current legal requirements must be met when organising any event or potential gathering. Please note these legal requirements are subject to change and you are advised to keep up to date with the legislation and guidance changes at gov.uk.

- People must not meet in a group of more than six (unless the group is formed of one household or social bubble). There must not be any social interaction between groups. (*The Health Protection (Coronavirus, Restrictions) (No. 2) (England) (Amendment) (No. 4) Regulations 2020*)
- Groups must maintain adequate social distancing (2 metres or 1 metre plus mitigating factors).
- Even within a group of six or less there must be adequate provisions for those in the group to socially distance themselves if they do not all belong to one household.
- Social distancing between and in groups.
- Face coverings must be worn in most indoor settings including places of worship, community centres, hospitality venues and public transport (*The Health Protection (Coronavirus, Wearing of Face Coverings in a Relevant Place) (England) Regulations 2020 (SI 2020/791), as amended*)
- For a gathering to go ahead the organisers must ensure the gathering is COVID secure and have undertaken a risk assessment to review the controls. *The Management of Health and Safety at Work Regulations 1999*

To help you in meeting the above requirements we recommend the following:

- This year is the year to think differently as to how you can mark the occasion without increasing the risk to the public. You could encourage residents to commemorate by holding two minutes silence on their own doorstep or by taking part in an online service for example, as an alternative to a gathering.
- For any gathering ensure adequate hygiene measures, to include hand washing facilities and/or hand sanitiser, are to be readily available.
- If you are planning to hold a gathering on land that does not belong to you, you must discuss the control measures you plan to put in place with the landowner.
- If an indoor event is taking place look to increase the ventilation as much as possible e.g. by keeping doors and windows open.
- Any gathering needs to be held in an environment that can be controlled. Therefore, a private outdoor space, where admittance can be limited, is preferable. If unable to provide something outdoors, inside a church may be an easier environment to control than a public space where any number of people can gather.
- Parades and informal gatherings where the number of people and the social distancing cannot be tightly controlled are strongly discouraged.
- Keep attendees to any service, wreath laying etc to a small, restricted number.
- Calculate the maximum number of attendees based on the amount of space available. Make sure you allow for adequate social distancing both between groups of no more

than six and also potentially between those within a group if those in the group are not from the same household.

- It is a good idea to allocate seating or standing areas in order to allow for and encourage social distancing.
- People should avoid singing, shouting and raising voices. This is because of an increased risk of transmission from aerosol and droplets.
- Playing of instruments that are blown should be avoided or done far away from other people.
- Think about how best to communicate your plans with the local community to discourage mass gatherings and to outline the controls that will be in place ahead of any event.
- Don't forget communicating with the public and participants who are at any gathering, to remind them of controls such as social distancing and good hygiene practices.
- Encourage the correct wearing of face masks; it is mandatory to be worn inside a premises and still a good idea to wear whilst outside.
- You must ensure that anyone with COVID-19 symptoms, or anyone from their household, does not attend.
- You could ask for community groups etc to provide any poppy arrangements, pictures or other tributes ahead of Remembrance Day, to reduce the number of people present at the memorial or service.
- Operation of a Test and Trace system is mandatory at some types of private premises such as Local Authority owned community halls or a restaurants. If using such a venue you will need to factor this into everybody's arrival time.
- Have a plan in place in case there are last minute changes to restrictions; for example if all forms of gatherings were prohibited who would you need to contact quickly to change any arrangements.
- You must continue to monitor the local Covid 19 situation and check that there is no significant and sustained increase in the local Covid-19 rate in a reasonable timescale ahead of the event and the appropriate geographical area in which the event is scheduled is not on the Government's National Watchlist.

**For relevant government guidance please see:**

Special Religious Services and Gatherings COVID-19 Checklist:

<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-places-of-worship-during-the-pandemic-from-4-july/special-religious-services-and-gatherings-covid-19-checklist>

COVID-19: Guidance for the Safe Use of Places of Worship During the Pandemic:

<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-places-of-worship-during-the-pandemic-from-4-july/covid-19-guidance-for-the-safe-use-of-places-of-worship-during-the-pandemic-from-4-july>