

COVID 19 Under the Traffic Light Framework

Rules for use of Kihikihi Town Hall and Pirongia War Memorial Hall

Vaccination Certificates

Council managed halls can only be used by organisations that ensure, so far as reasonably practicable, that each person aged 12 years and 3 months or older, who enters the Hall is **fully vaccinated and can produce a valid COVID-19 vaccination certificate – at all traffic light settings – Green, Orange and Red.**

The Organisation must ensure that each person (including any worker) aged 12 years and 3 months or older who enters the Hall produces their COVID-19 vaccination certificate when requested (on or after entering).

Numbers and Physical Distancing Under the Traffic Light Framework Where all Users are Vaccinated

The Organisation must ensure compliance with the following physical distancing and gathering limits:

| Traffic Light | Events | Social Gatherings | Gyms |
|---------------|--|---|---|
| Green | No Limit | No Limit | No Limit |
| Orange | No Limit 1 meter distancing | No Limit | No Limit |
| Red | Up to 100 people, based on 1 meter distancing seated and separated | Up to 100 people, based on 1 meter distancing | Up to 100 people, based on 1 meter distancing |

Masks

The Organisation must ensure that people aged 12 years and older who enter the Hall wear a face covering wherever possible, except when exercising and playing sports.

Entry Criteria (Facilities and Activities)

The Organisation must ensure no entry to the Hall to persons with any of the following:

- currently exhibiting a fever, or any other common symptoms of CV-19 symptoms.
- knowingly been recently (in the last 14 days) exposed to a person with CV-19.

Contact Tracing

The Organisation must ensure contact tracing protocols are used for all individuals entering the Hall.

QR Codes are available at all entrances.

The organiser of the event must have systems and processes in place to ensure, so far as is reasonably practicable, that each person who enters the premises where the event is held scans the QR code for the event or manually records their entry.

If manually recorded each the organiser must keep relevant information for at least two months in accordance with Ministry of Health guidelines

Manually recorded data collected must include:

- Date and time of visit
- Name
- Phone number and
- Email address

Cleaning

1. Entry process - Hand wash on entry for all group members with soap and water or hand gel is highly recommended. This should ideally take place before the member enters the facility, or as early as possible on their transit through the building.
2. All common touch points are to be cleaned prior to the use of the hall and at the end of the use of the hall as outlined below:
 - Common touch points include all door handles, toilets, basins & taps, any shared equipment e.g.: Table tennis tables and bats, exercise mats etc.
 - All common touch points on equipment, tables, chairs and any other common use equipment within the hall.
3. All cleaning products to be provided by the group, club or society.

Please sign below that you have read, understood and will comply with the COVID 19 Traffic Light Framework rules for use of Waipā District Council Halls.

Organisation/Community Group Name

Member Name

Signature

Date