



STUDENT GROUP EVENTS POLICY 2020 (COVID-19)

Officer Champions	President (Sports & Engagement) President (Development)
Staff Champions	Opportunities Manager Head of Engagement
Approval bodies and date passed	Board of Trustees, 4th September 2020
To be reviewed by	September 2021, or as Government or University guidance changes

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1. Introduction

- a. Welcome events usually take place at the start of the academic year and are a traditional way of socially welcoming new members into a sports club or society.
- b. Welcome events can involve elements where new members are invited, or even expected, to perform a task or tasks as a means of gaining credibility or status in that club or society.
- c. However, there have also been instances where welcome events have involved significant volumes of alcohol, other dangerous or inappropriate activity, and coercive and controlling behaviour that constitutes an abuse of power and jeopardises the wellbeing of students.
- d. The Coronavirus (COVID-19) pandemic has introduced new legal requirements regarding social distancing, contact between households, and hygiene that must be adhered to at all times. These requirements must apply to all student group events whilst COVID-19 restrictions are in place.

2. Policy Statement

- a. Christ Church Students' Unions ('CCSU' or the 'Union') Mission is to better student life and enrich students' experiences. The Union's Vision is to empower, encourage and embrace every Canterbury Christ Church University student. As such, the Union recognises the importance of ensuring students are made to feel welcomed, included, and supported in their time at Christ Church, especially in their first few weeks. However, it is vital that no activity takes place that could jeopardise the safety and health of any student, or the community.
- b. This Policy has the aim and objective of providing guidance and support to clubs and societies, and elected committees in particular, when welcoming new members in a way that is safe, fun, and in line with the Union's values, as well as legal requirements, University and government guidelines relating to limiting the spread of Coronavirus.

3. Coronavirus Guidelines

- a. Groups are strongly encouraged to host all events virtually due to the restrictions on meeting others from outside your household. Virtual events are not without risk, and

organisers should carefully consider the activities to be undertaken and their impact on students participating from their home. Virtual events require the same risk assessment process as physical events.

- b. Any physical student group events must abide by Section 4 of this Policy, legislation, and government guidelines, the most up to date version of which are available [here](#). Currently (as at 4th September 2020) the following limitations are in place:
 - i. You should not socialise indoors in groups of more than two households unless these events are organised by a company or charity;
 - ii. You should not socialise outdoors in groups of larger than six people from different households; gatherings of more than six people should be from a maximum of two households;
 - iii. You should observe social distancing (2m) from others outside your household at places such as bars, pubs and restaurants;
 - iv. Gatherings of more than 30 people in private homes or gardens are illegal and you may be fined;
 - v. Businesses should not intentionally facilitate gatherings between a greater number of households than is permitted in their local area; and should take steps to ensure customer compliance with the limits on gatherings;
 - vi. Additional limitations may be put in place in the event of a local lockdown or a national increase in restrictions.
- c. Student groups planning any physical student group event involving students from more than two households must:
 - i. Submit a risk assessment to the Students' Union at least one week prior to the event, demonstrating that all the requirements in section b) have been met;
 - ii. ((FOR CONSIDERATION) For events of more than 30), be able to demonstrate that the event has an educational, training or community-building purpose (this must include an activity other than just drinking);
 - iii. Be held in (OPTIONS FOR CONSIDERATION)
 - 1. EITHER an approved, COVID-safe venue;
 - 2. OR in The Lounge ONLY?.
- d. Student groups planning a virtual event must submit a checklist to the Union one week in advance, and may be required to submit a risk assessment.
- e. Failure to comply with Coronavirus guidelines puts your members at risk, as well as people in the University and local communities who might interact with your members. As adults and members of the Union, University, and local community, limiting the spread of Coronavirus is everybody's responsibility. The Union takes breaches of these guidelines extremely seriously and may take action under the procedures established in the Bye-Laws, which include the ultimate option to disband your club or society, as well as referring individuals to the University disciplinary procedures. You may also be at risk of fines or police action.

4. General Guidelines

- a. All welcome events will have to abide to the following:
 - i. Any planned event must be brought to the attention of the Union at least 10 days in advance using a Welcome Event Submission form;
 - ii. A risk assessment (created by a trained individual) must be completed by each student group involved to ascertain the safety and appropriateness of the planned event; this will then be assessed by the Opportunities Manager, the President (Sports & Engagement) and/or President (Development);
 - iii. All planned virtual events must include a link for a Union representative to drop into the event at any time.
 - iv. The risk assessment for all physical events must be approved by the Head of Engagement & Deputy CEO or nominee. It will be the responsibility of committee members and The Lounge to ensure that social distancing is followed at all times.
 - v. At all times a responsible person or persons (from within the club or society) will oversee the event. This person will be sober at all times, be responsible for any person participating, ensure all members participating return home safely and ensure that these regulations are adhered to at all times. For Sports Clubs this will usually be the Wellbeing Officer, and for Societies this will usually be the Inclusion Officer;
 - vi. All individuals should be made aware that the welcome event is not compulsory, that they have the right not to participate, and if they decide not to participate this will have no negative bearing upon their position or status within the sports club or society; and
 - vii. No peer pressure, coercion, or bullying should be applied to any member at any time.

5. Monitoring

- a. The Union may check planned student group events for compliance with the indicated activity, both virtual and physical.
- b. The Union will operate an anonymous reporting function to enable students, staff, and members of the public to inform the Union anonymously of any concerns around Welcome Events.

6. Breach of Policy

- a. All members have a shared responsibility to uphold this Policy, in letter and spirit, but particular onus is placed upon social secretaries and committees. Non-adherence of this Policy must be brought to the attention of the President (Sports & Engagement), President (Development), or the Opportunities Manager.
- b. Allegations of non-compliance of this Policy against individuals, as well as those against whole clubs or societies, will be dealt with through the Members Code of Conduct contained in the Bye-Laws of Christ Church Students' Union and/or the University's Student Procedures Framework.