

COVID-19

YOUR QUESTIONS ANSWERED



CROKE PARK MEETINGS & EVENTS

Can my event go ahead?

- Croke Park Meetings and Events will open from the 29th of June for meetings, conferences and other events.
- Certain restrictions will apply to events including maximum numbers to allow for social distancing. Your event manager will advise on any restrictions that need to be considered for your event.
- If you are unable to host your event in Croke Park due to social distancing, we can arrange to postpone or look at alternatives such as a hybrid event.

How can this work with social distancing?

- Croke Park has put plans in place to allow for adequate social distancing during your event.
- The stadium is following the current social distancing advice of 2 metres between all guests in line with the HSE recommendations. Should the government guidelines change, we will adapt these to our plans.
- We will ensure a clean and safe event space is available for your guests.
- We will ensure reminders are placed around the building using display screens and floor stickers.
- It is **your responsibility** to ensure your guests are aware of the guidelines and follow social distancing rules at all times during the event.

What is Croke Park doing to reduce the spread of COVID-19?

- Before arrival, all event spaces will be fully cleaned and amenities disinfected.
- All soap and hand sanitiser units will be topped up in advance of guest arrivals.
- Dispensers with disinfectant will be installed in clearly visible locations at all entrances and exits.
- All event spaces will be well ventilated.
- Frequent cleaning of commonly used areas, such as washrooms, registration, and catering areas.
- Event organisers setting up will be informed of access times to allow for the completion of the full event space clean. Access to spaces will not be available prior to that time.

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What is Croke Park doing to reduce the spread of COVID-19?

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- Plexiglas screens have been installed at all reception and registration desks.
- Smoking and vaping is prohibited in in the stadium or on stadium grounds.
- Disposable paper towels are now in use in public toilets
- Coat rooms or coat rails will not be available in the stadium. All guests are advised to keep their belongings with them.
- Food & Beverage menus procedures have been updated to allow for physical distancing and mitigate risks of cross contamination. Some of the measures introduced include Compostable Paper Cups, individually packaged snack items, Bento Box style dining options for lunch.
- An Isolation Room is available in the building for guests reporting any symptoms of COVID19.

What can I do in advance of my event?

- Remind guests not to attend the event if they are unwell, have been placed on leave of absence (LOA) or have recent travel history to mainland China, Spain or Italy in the last 14 days. This could be in the form of pre-event reminders, prominent notices at entrances to an event, notices during pre- or onsite registration.
- Maintain a registration list of participants including up to date contact information.
- Consider doing wellness checks at registration with your delegates.
- Avoid shaking hands with suppliers, organisers, event participants, and consider adopting alternative greetings.
- Reassure your guests that you and the venue are taking all the necessary precautions to ensure the safety of guests at the event.

Do I need to change my event plans ?

- Your Event Manager will work through your event logistics and offer recommendations for reducing close contact gatherings.
- Certain arrangements such as set ups and food & beverage service plans may need to be changed to ensure the health and safety of your delegates.
- Your event manager will provide a floor plan for your event. This may differ from your original plan to ensure the space is configured to allow for social distancing.
- Delegates may be required to arrive and depart using alternative entrances to allow for social distancing.
- Access to event spaces will be via escalators for many of your attendees.
- Lifts may be reserved for attendees with special needs.
- Organisers or exhibitors with equipment will be required to use service lifts during off peak periods.

Do I need to provide Personal Protective Equipment to guests?

Disposable gloves

- Disposable gloves are not a substitute for regular handwashing. Our recommendation is to encourage your delegates to practice good handwashing techniques instead.
- We do not provide gloves for guests. Should you wish for delegates to wear gloves, please ensure these are ordered in advance with your supplier.

Face masks

- Wearing a mask is only a preventive measure to reduce the risk of transmission by a person carrying the virus. It is recommended that guests are advised not to travel to the event if they are feeling unwell.
- We do not provide face masks. Should you wish for delegates to wear masks, please ensure these are ordered in advance with your supplier.

How will Food & Beverage service change?

- Some menu items have been removed to ensure high service standards are maintained and to prevent to the risk of transmission.
- We will be providing additional space for your guests during breaks. This space is to allow guests to socially distance while eating.
- Service styles may vary depending on your menus. This is to allow for guests to easily carry food and move around the space available.
- At the start of your lunch period, all screens will be taken over for 15 minutes to remind delegates to socially distance.
- Stadium staff will not handle coffee keep cups.
- Water glasses will be located at water stations in the foyer instead of in the conference room. We recommend guests use reusable bottles.

How can I ensure the safety of my guests at an event?

- Register all guests on arrival to the stadium to maintain an accurate record of attendees at your event.
- Your registration locations will be advised by your event manager.
- Encourage your guests to stay informed and to stay healthy by following simple things like;
 - ✓ Wash your hands regularly with soap and hot water.
 - ✓ Avoid touching your nose and mouth when your hands are washed.
 - ✓ If a guest is feeling unwell prior to arriving at the stadium they should stay at home and contact their GP.
 - ✓ If a guest becomes unwell at the event, they should report to a member of staff immediately.
 - ✓ Guests should be advised against sharing dishes, cups, drinking glasses or eating utensils with other people attending the event.

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How can I ensure the safety of my guests at an event?

- Extend your break times to allow for movement of guests, service of food and beverages and additional time for sanitisation.
- Make sure you have developed a microphone disinfecting policy between speakers and attendees. Your AV team will advise on this.
- Crowding should be minimised where possible and event organisers should consider using distancing measures to reduce close contact among guests during the event.
- Queue management should be in line with the current social distancing rules as advised by the government.

What can I do to encourage social distancing with guests?

- Consider your event schedule and arrange for staggered arrival and departure times.
- Reduce the number of exhibition stands to avoid congregation. Consider using virtual exhibitions instead.
- Look at your entertainment options; avoid DJs and bands and consider having a stage show instead or alternative entertainment options in line with government guidelines.
- Reduce the volume of materials handed to clients such as brochures, welcome packs and flyers.
- Use all available space provided to encourage delegates to spread out during breaks and lunches.

What information should I share with guests at the start of the event?

- Your Croke Park event manager will provide you with a house keeping presentation video that must be used at the start of your event. This video will outline stadium health and safety procedures and information on social distancing.
- Stadium internal screens will display reminders to social distance.
- All bathrooms will display signage indicating the correct hand washing procedure.

What will happen if someone is sick at my event?

- In the event of a suspected case of COVID19, the Croke Park Floor Manager is to be advised.
- If the individual has their own mode of transport they are asked to go straight home, self isolate and contact their GP.
- Should the guest not have their own transport they will be brought to an Isolation room until alternative arrangements are made. The guest may be asked to contact their GP or the HSE.
- The aim of this room is to reduce the risk of transmission of COVID-19 among other guests attending the event.
- The guest should not enter the event space again.
- The Isolation room is fully sterile and is not is use for any other activities. Access to the room is restricted.

What happens after my event?

Guest Departure

- All guests will be asked to leave the stadium using a combination of escalators and the external stadium ramps subject to event numbers.

Removal of materials

- All packages requiring collection will be moved to Suite 675 (Located on Level 6). It is your responsibility to arrange for all collections within 24 hours.
- All single use materials belonging to you must be removed immediately after the event.

Post Event Clean Up

- The event space will be fully cleaned on departure of all guests.
- To ensure that a full clean can be carried out any items left in the event space will be disposed of immediately.
- All linens will be removed, dry cleaned and replaced.

Where can I get some more information on COVID-19?

Please visit the following sites for updates on the COVID-19 situation in Ireland:

<https://www.hse.ie/eng/services/news/newsfeatures/covid19-updates/>

<https://www.gov.ie/en/campaigns/c36c85-covid-19-coronavirus/>

<https://www.ibec.ie/employer-hub/covid-19>

<https://www2.hse.ie/conditions/coronavirus/face-masks-disposable-gloves.html#gloves>

<https://www.psav.com/what-we-do/industry-advocacy/meetSAFE>

Contact Us

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