



Suffolk User Forum
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20th October 2021

SUF AGM - Attendee Covid Code

Despite the lifting of COVID-19 restrictions, those attending and organising events are being asked by the Government to continue to take action to help reduce the risk of transmission. We have undertaken a risk assessment for this year's AGM as required by the official [Working Safely during Covid-19 Government Guidelines](#). To ensure the safety of our SUF community members, attendees, staff, suppliers, and venue staff we need to inform all attendees of our safety measures through this attendee code.

We will ensure all touch point cleaning prior to and after the event and support the COVID safety measures known as 'Hands, Face, Space'. As part of our duty to provide additional safety measures, we would like to ask all attendees to:

- Undertake your own health risk assessment, considering if you wish to travel to and attend such an event (taking into account your own age and any health conditions or vulnerabilities).
- Follow any relevant guidance on travel.
- Check for symptoms of COVID-19 (a high temperature, new and persistent cough, or a loss of/change in sense of taste or smell) before travelling to and attending this event. If you, or anyone you live with, have one or more of these symptoms (even if they are mild) you should not attend, and should follow the guidance on testing and self-isolation.
- Not attend the event if you need to self-isolate, for example because you have been asked to self-isolate by NHS Test and Trace, are required to isolate after travel, or because you are displaying any COVID-19 symptoms.

- Adhere to any relevant COVID-19 safety measures in place at the event, including observing directions given by staff.
- Use the NHS COVID-19 app and scan the SUF AGM event QR code poster to support NHS Test and Trace.
- Maintain the recommended hand hygiene, using the hand sanitiser provided and avoid touching their face or unnecessary surfaces where possible.

We would like to thank all attendees for supporting us with these additional safety measures.

If any AGM attendee has a question or concern please do not hesitate to call the SUF office on 01473 907087.