

Instructions for Meet Organisers Clwyd Mountaineering Club

issue 1, dated 20 April 2021

Any club member may organise a club meet, but must do the following:

1. Read the risk assessment
2. Avoid busy routes, locations and car parks.
3. Select a event well within the participants' abilities.
4. Decide whether to restrict the number of participants to fewer than the legal limit (which will be 30 from 26 April 2021). The organiser should consider the nature of the event, the route to be taken, the size of the parking/meeting location and the size of group they feel comfortable with.
5. Post the meet on the *Meets and Outings* forum on the club website. The posting must include the following:
 - His or her name
 - Date, time and location
 - Nature of activity (e.g. hill walking)
 - Route (e.g. Snowdon via Watkin Path)
 - Maximum number of people (or cars) to attend event. "All welcome" means that the legal limit applies.
 - A statement that all participants must:
 - a. book to attend the meet by posting on the forum thread.
 - b. give name and phone number to the meet organiser on the day.
 - c. read and agree with the COVID self-declaration (anyone booking on the event will be deemed to have made the self-declaration.)
5. Compile a register of names and phone numbers of everyone booking on the meet.
6. At the start of the meet:
 - Compile a meet register of names and phone numbers of participants.
 - Give a short briefing, to include:
 - a. reminder of social distancing and hygiene measures, use of hand sanitizer; avoiding sharing equipment or food and drink.
 - b. asking participants to confirm that they have read and still agree with the self-declaration (it is recommended that a copy is displayed in the window of the organiser's car)
 - c. asking participants to speak with the organiser (or COVID Officer if present) if they feel uncomfortable with the procedures during the meet.
7. On a climbing meet, the welcome briefing should also include:
 - d. avoid sharing of climbing equipment - for novice meets / training ensure that there are sufficient helmets, harnesses, and krabs with belay plates for each person.
 - e. Inform participants of the potential risks associated with touching shared climbing hardware (protection and quickdraws) while on a route and recommend a regime of using hand sanitizer (or anti-bacterial wipes) before and after each route.
 - f. Inform participants of the risks associated with putting gear in the mouth whilst placing gear or clipping ropes.
8. During a meet: if practical, arrange for breaks to be taken in places that allow plenty of space to accommodate social distancing.
9. At the end of the meet:
 - ask participants to contact NHS Wales Test, Trace, Protect should they become symptomatic after the activity, and also inform the COVID Officer.
 - send a copy of the meet register to the COVID Officer and destroy the original register. The register can be photographed (as long as it is all legible) or scanned and e-mailed to the COVID Officer.