

# Society & Club Events Guidelines

## Overview

The Union has reviewed all Club & Society activity and has drafted the below guidelines. Please ensure you read the guidelines relevant to the event you are hosting and ensure any guidance is adhered to.

It is your responsibility to make sure you are hosting a safe event. This is a live document, so as the situation develops the document will be updated, so please check in before hosting an event to ensure the guidance you are following is up to date.

Any events run that contravene the guidelines, are the liability of the individuals – Societies/Clubs cannot use Society/Club funds if the event is not an official student group event.

## Balls

As balls require us to sign contracts and commit societies to making large future payments, we cannot authorise balls under a Society or Club umbrella. Venues will insist on committing societies to pay for a minimum number of attendees, regardless of whether an event goes ahead, or a Society/Club can sell any tickets.

Venues are currently limited by the rule of six in any case.

In this climate, we cannot in confidence, have any assurances large events will go ahead, so therefore will not approve Society/Club balls until further notice. We will not entertain the planning of balls until the situation is resolved.

## International Tours

Due to the complications of international travel at this time, and the constantly changing countries on the no-fly list & quarantine list, we cannot authorise Society/Club international tours.

We had a large number of societies and clubs affected in March, who subsequently either faced issues coming back to the UK, or suffered financial hardship from not receiving refunds for the various flight, accommodation or other bookings they had made.

If you wish to travel abroad, please note you can do so as a group of individuals, but you would not be able to do so under a Society/Club umbrella until further notice.

We still advise if you do travel abroad as a group of individuals, please take out adequate travel insurance.

## Domestic Trips/Tours

In a similar vein to International tours, Domestic trips and tours will also not be permitted for the foreseeable future. The rule of six has meant it is not possible to socialise indoors or outdoors in groups larger than six. With the constantly changing regional lockdowns, many hotels, cottages and venues have to cancel bookings in their respective areas.

Like international tours, if you do decide to travel for a trip/tour, it would be as a group of individuals and not under your club/society umbrella, meaning no payments can be made via your SU accounts.

## External Speakers & External Visitors

All external speakers or visiting companies should be held virtually. The University will not permit physical guests or speakers onto campus until further notice.

**Attendance on campus will be limited, so any non-essential visitors or speakers will not be permitted.**

### Conferences

**As a consequence of no external speakers on campus and other considerations, all Conferences, Summits and other similar events must be held virtually.**

**Societies and Clubs will need to plan to hold Conferences online.**

### General Events & Socials

**The Union advises that meetings/socials should only be held if absolutely necessary, and should be held as on-line meetings, even if some or all of the participants are on campus. If it is possible to hold your event online, you should.**

**Owing to the rule of six, only small socials will be permitted, with no more than six members meeting at any one time. If you need to host a small meeting/social face-to-face, then please visit the "Covid Event Guidelines – Good Practice" document.**

**If you are hosting a social, you need to follow guidance of wherever it is you are booking.**

### Performance

**Rehearsals for performance societies are able to take place provided enough precaution is taken. You can find industry guidelines here: <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts#arts-4-1>.**

**University guidelines for social distancing of 2m must be followed, along with the face covering policy. We understand that some instruments that this is not feasible, so other provisions must be in place to ensure the safety of you and your members.**

**Due to the rule of six, rehearsals/lessons will have to be limited in size to six people. This includes teachers/instructors – again, if the rehearsals/lessons can be held online they should.**

### Adoptions

**We have been comfortable in the past with Societies/Clubs running adoption events so this is not us trying to end them, but it's just not the appropriate time to be carrying out such a hands-on event as adoptions. Therefore, there will be no adoptions permitted in Term One and we will reassess in Term Two based on the ever-changing Covid-19 situation.**

**We ask you all to adhere to this because the university could take disciplinary action against any club or society participating in anti-social and anti-Covid behavior, and running adoptions in Term One is not worth the bad publicity or punishment that would come with it, not to mention the lives put at risk. Hope you all understand and aren't too disappointed – not cancelled, just postponed!**

### Sports Hub

**If you're planning on hosting an event @ sports Hub & sports pitches at Warwick Sport, please contact [sportsales@warwick.ac.uk](mailto:sportsales@warwick.ac.uk)**