

Health and Safety - Urban Walking Festival

In preparation for your upcoming walk please review the below advice of how to keep everyone safe and add to it where necessary to create a custom health and safety plan for your walk.

Weather

Weather will impact on the safety of the walk. To manage this evaluate the forecast leading up to the walk and make a final go decision on the day at least 2 hours before the walk is due to start. Have a plan for how you are going to let people know that the walk is going ahead or is cancelled.

- If it is stormy or very wet (heavy rain, high wind) cancel the walk.
- If it is drizzly or a bit damp (light or intermittent rain) you can proceed with caution and with rain gear. Consider the conditions of your planned walk and if there are any very slippery sections have an alternate route ready so you can avoid them.
- If it is sunny and hot make sun-block available to the participants.

Good weather forecast sites include www.metservice.com www.weatherwatch.co.nz and weather.niwa.co.nz/

Terrain

Think about your route. Are you walking on the streets or going off road? Do any of the places you're taking people have unusual entrances or exits, unexpected steps? Are the footpaths well maintained streets or in poor condition?

Most of your route will probably be along every day street conditions that participants will expect to encounter, however if there is anything unexpected or particularly bad make a note of it and signal it to walk participants as you approach it.

Keeping your group together

People walk at different paces. Think about having someone at the tail end of the walk who knows the route to assist the stragglers.

When you stop to talk about a site make sure that the group isn't blocking the footpath and that no one is on the road or likely to step backwards and end up on the road.

Traffic conditions

Where are you crossing the road? Of preference groups should cross roads together and at crossing signals or pedestrian crossings. Hold the front of the group to allow the back to catch up and so that no one is stranded on the wrong side. If you have to cross a road where there are no signals have a designated crossing guard to make sure traffic stops.

Road works

As we all well know, road works can pop up unpredictably and not all work sites have good signage or make provision for pedestrians. Where possible avoid having to walk on the road in traffic. If you need to unexpectedly cross the road due to road works have a designated road safety person to manage traffic.

Food

Some of you are planning to provide food as part of your walks. As we won't know the allergy status of our participants please avoid the most common foods that cause allergic reactions. These are peanuts, tree nuts, fish and shellfish.

Given the rise in gluten intolerance, lactose intolerance, as well as veganism it would be great if on the day you know what is in the food you are providing so participants can make informed decisions about what to eat.

Looking after yourself

Make sure you bring snacks and water for yourself and that you've got the right clothing and shoes for the weather and terrain. Look after your voice and consider warming it up before you start. Pick quiet places to talk and keep your participants close so you don't have to yell.

Children

Make sure that all children on the walk are accompanied by a supervising adult who will take care of their safety.

Unruly people

If someone is being verbally or physically aggressive towards your group during the walk remain calm and avoid confrontation with them. Leave site if necessary and call Police if the situation gets out of control. Never leave any one alone behind to deal with it.

Things to have with you in case

- Emergency water and snacks in case someone ends up in distress
- A first aid kit in case someone is injured on the walk
- Sunblock
- Phone

Accidents and Emergencies

Dealing with emergencies

Make sure you have a charged phone with credit so you can call emergency services. If a building you are in catches fire, follow their evacuation plan. If they don't have an evacuation plan make sure everyone on the walk exits the building and assembles in a safe space well away from the building.

In an emergency ring 111 for police, fire or ambulance.

For minor injuries know where the closest Urgent Care Clinic or White Cross is.

Covid-19

It is important that we keep everyone safe during the current pandemic. Everyone should have a basic Covid-19 safety plan which includes messaging, contact tracing, hygiene equipment and a level change plan. Check the Ministry of Health website in the lead up to your event to keep up to date.

<https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus>

Your plan should include:

Advance messaging: We encourage you to share the Ministry of Health advice as part of your event promotion. This includes:

- Stay home if you are unwell and call Healthline (for free) on 0800 358 5453 or your health care provider if you think you have symptoms of COVID-19.
- Follow basic hygiene measures:
 - Hand hygiene – frequently wash your hands for a minimum of 20 seconds, then dry them thoroughly. If you are unable to access soap and water, use an alcohol-based hand sanitiser containing at least 60% alcohol. If using sanitiser, ensure that you use enough to cover your hands and rub hands together until dry.
 - Cough and sneeze etiquette – sneezing or coughing into the crook of your elbow or covering coughs and sneezes with a tissue, then putting the tissue in a bin and cleaning your hands (as above).
 - Avoiding touching your face – hard surfaces can be contaminated with infectious droplets. Hands can be contaminated after contact with these surfaces. If you need to touch your face, clean your hands first.
 - Cleaning surfaces and frequently touched items – clean high-touch surfaces and items (for example door handles and phones) frequently with an appropriate cleaning solution to reduce transmission of germs in general.
 - Physical distancing – When physical distancing isn't a requirement, you can still play it safe by continuing to keep a distance from people you do not know. Use your judgement. This will help to minimise the spread of COVID-19 if community transmission returns.
- Track your movements using the NZ Covid Tracer app or a diary

Contact Tracing: At all levels have the QR code we provide you with printed out and available. Make sure you also have a manual register available to collect names and contact numbers.

Things to have with you:

- Hand sanitiser
- Wipes for surfaces, shared pens or other equipment between uses
- Courtesy facemasks

What you can do at different levels

Public Events at Alert Level 1

At Alert Level 1, there are no physical distancing requirements or limits on the number of people who can attend social gatherings or events. However, all workplaces and businesses (including event sites) legally must display the government's official QR code, which can be scanned by the COVID-19 Tracer App, for each location.

Public Events at Alert Level 2

Gatherings and event facilities can operate at Alert Level 2 with a 100 person limit within any defined space (indoor or outdoor). You need to assess how many people can safely be together and still maintain 1 metre physical distancing. This could mean the walk needs to have fewer people and modify its route.

Public Events at Alert Level 3

At Alert Level 3 gatherings of any size are cancelled and public venues are closed. Gatherings pose a high risk for transmission of infectious diseases.

We recommend planning a remote option for this level, this could be a set of instructions, an audio guide, a google map route, or another set of projects. We've linked to some cool remote walk ideas here: urbanwalking.nz/levelchange

Under all Alert Levels, all businesses and services are required to display the official NZ COVID Tracer QR code posters in a prominent place at or near the main entrances to each of their premises. We will provide you with a QR code to use.