



Approved by the National Board: 06.09.2020

Policy for Sessions in the Covid-19 Pandemic

With background to the ongoing Covid-19 pandemic, it is vital that the sessions are adapted to face the unprecedented risks posed on the participants. The National Board of EYP Sweden¹ has conducted a risk assessment in relation to each element of the traditional session programme, and considered which measures may be applicable to mitigate the recognised risks.

EYP Sweden places the health and safety of all its participants in primary focus and will aim to take every necessary and recommendable step in ensuring that participation at EYP Sweden's sessions, taking place while the Covid-19 pandemic poses a threat to society at large, do not jeopardise the health and safety of the participants. This is of utmost importance to the National Committee; and this policy serves to create the framework under which the National Board, Head Organisers/Project Managers and organisers at large are expected to align.

The Policy is subject to potentially being altered at short notice and on a frequent basis depending on updates provided by Folkhälsomyndigheten (Public Health Agency of Sweden) on recommendations; and decisions made by the government in Sweden. Any update to the Policy will be decided upon by the National Board of EYP Sweden and communicated to relevant parties no later than 48 hours after the update has been decided upon and executed in protocol.

Opening Remarks

- EYP Sweden respects and follows under the recommendations of Folkhälsomyndigheten.
- Folkhälsomyndigheten has been consulted in the process of drafting and implementing the Policy for Sessions in the Covid-19 Pandemic.
- Social distancing² is a primary objective to be achieved within the scope of each session while the pandemic continues to affect society.
- Planning and executing sessions in the Covid-19 pandemic will provide for greater challenges to all contributing parties, in order to ensure that the health and safety of the participants is protected.
- International participants (participants not resident in Sweden) are currently not allowed to participate at sessions in EYP Sweden. Participants need to be able to evidence their residence in Sweden, or that they have been in Sweden at least 14 days prior to the start of a session, in order to participate.

¹ The respective Presidents and Head Organiser(s)/Project Manager(s) of the 2020 Regional Sessions of EYP Sweden has also been offered an opportunity to provide input on the Policy before the National Board decided upon its implementation.

² For the purposes of this policy, social distancing implies a distance of at least 2 meters between participants.



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- Folkhälsomyndighetens recommendations will be presented on the backside of each participants' name tag, along with instructions on what each participant should do in case they develop symptoms. The text on the backside of the name tags are presented by the National Board of EYP Sweden at CMOJ Day and the Opening Ceremony.
- Basic hand-hygiene routines³ should be presented at the start of each session (once by the National Board at registration for officials, once again by the National Board at the opening ceremony for delegates, and once again by the chair in each committee), in order to remind the participants of the importance of regularly washing or sanitising their hands in an effective manner.
- Posters⁴ with information on hand-washing are expected to be put up by the organising team at respective venues at a session, and in particular in close proximity to the bathrooms.
- Participants are expected to be free of symptoms at least 48 hours prior to the start of a session, and are duty-bound to take their own personal responsibility in ensuring this.
- The National Board of EYP Sweden is responsible for the implementation of this policy and shall communicate any expectations existing on any other session participant. Therefore, team leaders are to be informed both of the direct expectations on them and the indirect expectations on them, i.e. to in turn inform their team subordinates of their respective expectations.

Session Element Risk- Analysis and Mitigation

It must be observed that the following risk- analysis and mitigation scheme does not provide an exclusive list of risks or mitigation methods. Risks have been identified as particular to the elements and there are therefore some general risks, e.g. lack of social distancing, which remains a risk throughout the session programme although not presented in each “identified risk(s)” section. These more general risks are also attempted to be mitigated through the presented risk mitigation methods, that have been forwarded in relation to the particular risks.

CJMO-Day

Risks Identified:

- Participants (officials) arriving from travels; it is difficult to know whether anyone has contracted Covid-19 during their journey to the session.
- Participants greeting each other.
- Use of the same pens/pencils to sign documents at registration.

³ Basic hand hygiene routines refer to the process of applying hand sanitizer to the hands in the most effective way and guidance on how to wash the hands (with soap and water for at least 20 seconds), as well as highlighting the importance of doing this frequently. Demonstrations of the routines are expected to be based on the following: <https://www.1177.se/liv--halsa/sunda-vanor/sa-har-tvattar-du-handerna/>.

⁴ Posters to be used are the following: <https://www.folkhalsomyndigheten.se/contentassets/f1d77b68013e4cd7bc809a3ef343ee6d/sa-tvattar-du-handerna.pdf>



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Risk Mitigation:

- Hand sanitizer is made available by the organising team for CJMO-Day.
- Access to toilets is provided by the venue for CJMO-Day.
- Organisers prepare seating/standing arrangements, with social distancing measures of 2 meter distance applied, for each participant to sit/stand according to for the duration of the first general meeting.
- Representatives of the National Board of EYP Sweden present the Policy for Sessions in the Covid-19 Pandemic and basic hand-hygiene routines.
- Representatives of the National Board and Members of the Session Leadership make clear to all participants that handshakes, hugs and other unnecessary physical contact is not allowed during a session.
- Participants are asked to bring a pen/pencil to the session in order to sign relevant documents. The organising team provides some extra pens to hand out to participants who have not brought their own, and which they in turn are asked to keep for the duration of the session.

Registration for Delegates

Risks Identified:

- Queues; a challenge for social distancing.
- Participants (delegates and teachers) arriving from travels; difficult to know whether anyone has contracted Covid-19 during their journey to the session.
- The risk of many participants gathering in little space.
- Use of the same pens/pencils to sign documents at registration.

Risk Mitigation:

- Hand sanitizer available at registration.
- Access to toilets is provided by the venue for registration.
- Each school or wildcard delegate individually is given a time slot for registration, in order to ensure that only 1-2 schools are registering at the same time. Late arrival for registration leads to the school/wildcard delegate having to wait outside the registration venue, last in line.
- After registering, each participant is asked to leave the registration venue and either go directly to the opening ceremony or spend time in the city (depending on the schedule of the session and each delegation's allotted time for entering the Opening Ceremony).
- Participants are asked to bring a pen/pencil to the session in order to sign relevant documents. The organising team provides some extra pens to hand out to participants who have not brought their own, and which they in turn are asked to keep for the duration of the session.

Opening Ceremony, General Assembly & Closing Ceremony

Risks Identified:

- Participants sitting close to each other; challenge for social distancing.
- Speakers using the same microphones.
- Guests arriving from travels; difficult to know whether anyone has contracted Covid-19



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during their journey to the session.

- Queues building up upon entering and leaving the opening ceremony venue.
- Water- jugs and glasses for the Session Board and speakers; risk of others having touched the jugs/glasses.

Risk Mitigation:

- Every second seat is to be empty in order to ensure that there is space between each participant. In case there are no physical seat barriers, the organising team is instructed to approximate 2 meter distance between seats and place A4 papers or equivalent to indicate where each participant is expected to be seated.
- Entry and exit from the opening ceremony/general assembly/closing ceremony is to be planned in order to ensure that only a few participants enter/exit at a time. Seating is to be pre-allocated and organisers are expected to direct each group of participants as effectively as possible to their seat.
- No entry or exit during the opening ceremony or closing ceremony will be allowed. Entries and exits are restricted to the breaks for the duration of the General Assembly.
- Hand sanitizer particularly available for the Session Board and speakers, which they are expected to use before and after touching a microphone.
- No microphones are to be used that are attached to the face/head.
- Small bottles of water are to be offered to the Session Board and speakers (exchanged by organisers after each speaker has left the podium). Organisers are to wear plastic gloves.
- Chairs are expected to sit in the front row in order to present themselves and the meeting point for their committee (due to the lack of general teambuilding - see below).
- Representatives of the National Board of EYP Sweden are expected to present the Policy for Sessions in the Covid-19 Pandemic and basic hand-hygiene routines.
- Specific Mitigation Measures for the General Assembly: Organisers are expected to wear plastic gloves and apply sanitizer to the microphones moving between delegates in rounds of open debate, and when otherwise applicable.
- Specific Mitigation Measures for the Closing Ceremony:
 - Participants are not to be invited up to the stage by speakers.
 - The traditional “Imagine” song and gathering in a circle of all participants is currently not allowed.
 - Hand shakes, hugs and other close physical contact is not allowed until (earliest) that the participants has left the session premises.

Committee Teambuilding

Risks Identified:

- Difficult to maintain social distancing.
- Participants are gathered in their groups for a long period of time in a single room.
- Most teambuilding activities involve physical contact or “close-to-physical-contact”.
- Material is sometimes shared between committees.

Risk Mitigation:

- Hand sanitizer is available in each committee room and participants are encouraged/reminded frequently by the “team leader” (e.g. chair in committee room) to apply it to their hands.



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- Chair is expected to present the Policy for Sessions in the Covid-19 Pandemic and basic hand-hygiene routines.
- Each committee has been allocated access to particular toilets, which they are limited to using (whenever applicable).
- Teambuilding activities involving significant physical contact, and that would be considered negligent and irresponsible to lead in the current circumstances, are currently not allowed. The Session President of each session is responsible for controlling and approving each chairs' committee teambuilding plan before the session. Examples of disallowed teambuilding activities are, but not limited to:
 - Passing the orange
 - Human knot
 - Blindfolded games
 - Coin game
- The Session President of each session is encouraged by the National Board of EYP Sweden to identify new teambuilding activities in which social distancing can be promoted.
- Chairs of the Sessions should be encouraged by the Session President to identify and lead activities outdoors, to the furthest extent possible.

Committee Work

Risks Identified:

- Difficult to maintain social distancing
- Participants are gathered in their groups for a long period of time in a single room.
- Most teambuilding activities involve physical contact or "close-to-physical-contact".
- Material is sometimes shared between committees.

Risk Mitigation:

- Hand sanitizer is available in each committee room and participants are encouraged/reminded frequently by the "team leader" (e.g. chair in committee room) to apply it to their hands.
- Chairs are to be informed before the session by the Session President of the importance of spreading out the participants in the room to the highest possible extent (e.g. keeping extra wide circles). This may include advice on moving around furniture within each committee room to allow for maximisation of accessible space. Representatives of the National Board are expected to inspect each committee room's social distancing measures at least three (3) times a day; in the morning, after lunch and in the afternoon.
- Jury Members are to be allocated a seat by each respective Chair which they are expected to use when visiting the committee room. The seat is expected to be in close proximity to the door to the committee room, for efficient entry/exit.
- Each committee has been allocated access to particular toilets.
- Material is not to be shared between committees, under any circumstances.
- To the furthest extent possible, post-its and papers should be divided by chairs to the delegates for individual usage.
- Organisers are to wear plastic gloves when delivering material to the committees.

EuroConcert

Risks Identified:



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- Participants sitting close to each other; challenge for social distancing.
- Speakers using the same microphones.
- Guests arriving from travels; difficult to know whether anyone has contracted Covid-19 during their journey to the session.
- Queues building up upon entering and leaving the opening ceremony venue.
- Water- jugs and glasses for the Session Board and speakers; risk of others having touched the jugs/glasses.

Risk Mitigation:

- Hand sanitizer available at entry and exit.
- Every second seat is to be empty in order to ensure that there is space between each participant. In case there are no physical seat barriers, the organising team is instructed to approximate 2 meter distance between seats and place A4 papers or equivalent to indicate where each participant is expected to be seated.
- Entry and exit from the EuroConcert is to be planned in detail in order to ensure that only a few participants enter/exit at a time. Seating is to be pre-allocated and organisers are expected to direct each group of participants as effectively as possible to their seat.
- No entry or exit during the EuroConcert will be allowed.
- Hand sanitizer particularly available for the Session Board and speakers, which they are expected to use before and after touching a microphone.
- No microphones are to be used that are attached to the face/head.
- In case participants share instruments in performances at the EuroConcert, each participant must apply hand sanitizer to their hands before and after using the instrument. Participants are not allowed to share wind instruments.

Evening Activities

Risks Identified:

- Risk of close proximity between a large group of the participants, depending on the character of the activity.
- Challenge in identifying the evening activities that will be used at the time of this risk analysis.

Risk Mitigation:

- Hand sanitizer available at entry and exit.
- Project Coordinator of EYP Sweden is duty-bound to discuss and approve ideas for evening activities with the Head Organiser(s)/Project Manager(s) of each session, no later than 2 months before the start of the session. Reciprocal arrangements apply for the Operations Coordinator in relation to the National Sessions.
- Evening activities gathering all participants in small areas with risk of physical contact are currently not allowed.

Jury Interviews (only applicable to National Sessions)

Risks Identified:

- Jury Members are exposed to extra risk by meeting all delegates.
- Traditionally, there is no particular room that is used for jury interviews. Usually, this leads to smaller rooms being used for the purpose; challenging social distancing.



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- Jury interviews usually constitute a stressful aspect in the session schedule which may lead to routines being relaxed and social distancing suffering as a result.

Risk Mitigation:

- Physical jury interviews with delegates may take place if social distancing measures are respected and delegate transfers are pre-organised.
 - Hand sanitizer available at entry and exit to the potentially physical jury interview.
- Digital jury interviews with delegates are encouraged to the Head of Jury by the National Board of EYP Sweden.

Media Projects

Risks Identified:

- Physical contact between participants in the duration of exercising the projects
- Media Team Members are exposed to extra risk by meeting many participants and potentially moving around considerably
- Potential use of shared microphones for recording purposes
- Potential use of material that many participants come into contact with.
- Difficulty in identifying media projects that will be made, at the time of this risk analysis

Risk Mitigation:

- Media Teams are duty-bound to avoid projects which imply physical contact between participants.
- Media Teams are duty-bound to sanitize any surfaces, e.g. on material and microphones, that a plural number of participants come into contact with in the course of participating in a media project.
- Hand sanitizer should be provided to participants partaking in media projects.
- In the course of recording audio, the interviewing media team members are duty-bound to maintain social distancing to participants.

Resolution Typing

Risks Identified:

- A session element which traditionally takes place in a small room gathering all of the chairs team.
- Food and snacks are traditionally shared between members of the chairs team.
- Material and computers are sometimes shared between members of the chairs team.

Risk Mitigation:

- Hand sanitizer available in the rooms applied for resolution typing.
- Session Presidents are duty-bound to allocate seats to chairs and vice-presidents, ensuring social distancing between the individuals.
- If possible, the chairs team is to divide up into several rooms in order to avoid all team members gathering in the same room.
- Material and computers are not to be shared in between members of the chairs team in the course of resolution typing.



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- Food and snacks are to be individually divided up by the organising team and allocated to each members of the chairs team, before the start of resolution typing.

Transfers of Participants

Risks Identified:

- Many or all of the participants moving from one place to another in a short period of time, potentially involving mass gatherings and physical contact.
- Potential queues; an eventual challenge for social distancing.
- Contact with the public; proximity to a larger number of people not limited to the session participants, and thus a potentially elevated risk for contracting the virus.

Risk Mitigation:

- Transfers take place committee by committee and each group in the officials team separately (excluding the organising team), in order to allow for distance between the participants.
- Head Organisers/Project Manager(s) are expected to seek opportunities to avoid as many transfers as possible, in their booking of venues.
- No public transport may be used for the purposes of transfers of participants.
- Hand sanitizer available at exit of the venue that the participants are transferred from, and at entry of the venue transferred to.

Accommodation

Risks Identified:

- Participants sleeping and living in close physical proximity to each other.
- Difficult for a member of the officials team or National Board of EYP Sweden to ensure that social distancing recommendations are respected and followed, when participants are in their accommodation and during the night.
- If accommodation is provided at schools, many participants traditionally share a small space to sleep in.

Risk Mitigation:

- Hand sanitizer available in each accommodation room.
- Room allocations will be made in such a way that committees/delegations and groups in the officials team are separated from each other, to the furthest extent possible taking logistical pre-constraints into account.
- Participants are not allowed to sleep in double-beds.
- In case accommodation is provided at schools, space for placement of sleeping mattress is to be pre-allocated for each participant.
- Participants are allowed to and given the option to sleep at home for the course of a session. When possible, taking into account the totalled geographical locations of the participating schools, the session should not offer general accommodation to delegates. At sessions where accommodation is not generally provided, it should still be provided to those delegates which could not reasonably sleep at home, taking geographical distance into account.

Serving of Food (breakfast, lunch, dinner and coffee breaks)



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Risks Identified:

- Potential queues; an eventual challenge for social distancing.
- Many or all of the participants moving from one place to another in a short period of time, potentially involving mass gatherings and physical contact.
- Participants sitting close to each other while eating.
- Participants eating from plates, with cutlery, and drinking from mugs/glasses that other participants have been in contact with or that organisers have washed.
- Food being out in the open air with the risk of many participants coming into contact with it directly, or with the serving cutlery

Risk Mitigation:

- Hand sanitizer available at every meal/coffee break.
- Committees and the different groups in the officials team are allocated time-slots for meals and coffee-breaks, with a maximum of ½ of the participants eating in the same room at the same time.
- Organisers ensure that there are markings (removable) on the floor to indicate appropriate social distance (2 meters) between participants while they are queuing for food.
- Participants should maintain social distancing while eating; if sitting down then one chair should be empty between every two participants.
- Organisers are expected to serve all foods with plastic gloves, and participants are not allowed to come into contact with any of the food containers.
- Food is only to be served on paper plates and eaten with wooden cutlery (disposable). Each participant is expected to bring their own mug to the session which they exclusively drink from.
- Food and snacks should be divided up between participants by the organising team and/or preferably encased.

Prohibited Session Elements

- **General Teambuilding**
- **Eurovillage (with food)**
- **Physical Jury Interviews (at regional sessions)**
- **Session Picture (involving the movement and gathering of all participants in an priorly non-existent setting)**

Covid-19 Symptoms During a Session



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Should a participant develop respiratory symptoms⁵, or other symptoms⁶ which are identifiable with Covid-19, the participant is expected to self-isolate and avoid social contacts. Below follows a few scenarios which serves to guide the National Board of EYP Sweden in giving the appropriate advice, in case a participant develops symptoms during a session.

In every scenario, the National Board of EYP Sweden is to be informed of any participants' symptoms, or worry over potential symptoms, as soon as possible; and advise upon appropriate steps forward. In case a delegate is symptomatic, the National Board of EYP Sweden is responsible for contacting the delegate's teacher (if they are part of a school delegation), who in turn is responsible for the contacting the delegate's legal guardian(s).

Scenario 1: The participant is currently in Opening Ceremony/Committee Teambuilding/Committee Work/Evening Activity/General Assembly/Closing Ceremony when starting to experience respiratory symptoms, or other symptoms which are identifiable with Covid-19. In this scenario, if the participant is a delegate, they are expected to inform the member of the officials team who is closest in distance. The member of the officials team is then in turn expected to call a representative of the National Board of EYP Sweden (who is in attendance at the session) who takes appropriate measures in relation to the specific circumstances. These measures may include asking the delegate to seek isolation and social distance from other participants, and asking them to call 1177 (Vårdguiden) in the pursuit of being advised on subsequent steps. The advice on subsequent steps is then expected to be shared, by the participant, to the National Board of EYP Sweden. If the unwell participant is a member of the officials team, they are expected to directly inform the National Board of EYP Sweden of their symptoms.

Scenario 2: The participant is currently sleeping/waking up at the accommodation provided by the session when starting to experience respiratory symptoms, or other symptoms which are identifiable with Covid-19. In this scenario, the participant is expected to inform the other participants sleeping/waking up in the same room and ask them all to stay in the room for the time being. The participant is then expected to inform the National Board of EYP Sweden of the situation and await further consultation. The participant is then expected to call 1177 (Vårdguiden) for advice on what steps to take, and subsequently share that advice with the National Board of EYP Sweden.

Scenario 3: The participant is currently sleeping/waking up at home (where they are sleeping for the duration of the session as well) when starting to experience respiratory symptoms, or other symptoms which are identifiable with Covid-19. In this scenario, the participant is expected to stay at home and inform the National Board of EYP Sweden that they will not be able to return to the session.

⁵ Respiratory symptoms includes (not exhaustively): cough, difficulties breathing, coryzal and nasal congestion.

⁶ Other symptoms may include (not exhaustively): fever, sore throat, headache, nausea, pain in muscles and/or ligaments; and diarrhea.



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All officials informing the National Board of EYP Sweden of symptoms, either that they have or that a delegate has, should do so via telephone on numbers provided in the beginning of the session. The same rule applies to delegates informing the National Board of EYP Sweden directly. A participant experiencing symptoms, or who has been in close contact with a participant who has experienced symptoms, should not physically go looking for a member of the National Board (or any other participant).

It must be noted that the preceding scenarios and action threads are subject to flexibility and adaptation to the circumstances in each individual case. They merely serve as guidance; and representatives of the National Board of EYP Sweden at each session are expected to advise with the President- or Vice President of EYP Sweden if they are unsure of what steps to apply. In case a participant is experiencing life-threatening symptoms, the expectation is to call the emergency services' number on 112.