

Guidance Sheet

2021 Anzac Day Commemorative Events

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Anzac Day commemorations in 2021

The Queensland Government recognises the importance of commemorating our veterans who sacrificed so much for our nation. Anzac Day commemorations, including marches, parades, dawn services and other remembrance services can take place on 25 April 2021. To protect our community and those who may be vulnerable, all ANZAC Day commemorations should be planned for and undertaken in a COVID Safe way. The guidance provided in this document will assist you in achieving a COVID safe environment for all people participating in ANZAC Day events.

Background

Anzac Day is observed on 25 April each year as a national day of remembrance. It honours the servicemen and women who served and gave their lives in all wars, conflicts and peace keeping operations. Anzac Day commemorative events, such as Dawn Services, street parades and marches attract a lot of people and must be managed to ensure everyone's safety in relation to COVID-19 risks.

Public Health Directions and the COVID Safe Events Framework

Businesses, organisations and community groups wanting to organise or host Anzac Day commemorative events must ensure they comply with the requirements of the Chief Health Officer [Public Health Directions](#) and the [COVID Safe Events Framework](#).

Wherever possible, Anzac Day commemorative events and activities should be held outside. Indoor events pose greater risks of the transmission of COVID-19 due to the crowding of people in confined spaces with reduced ventilation. Due to the nature of Dawn Services, street parade and marches, where activities occur outdoors, less stringent public health measures are required to reduce the risk of transmission of COVID-19. However, organisers of Anzac Day Dawn Services, street parades and marches should consider the vulnerability of the participants and encourage measures to reduce the transmission of COVID-19. See below for information on reducing the risk of COVID-19 at Dawn Services, street parades and marches.

[Queensland Government](#) identifies those at greatest risk as:

- [Aboriginal and Torres Strait Islander peoples and people in remote communities](#)
- [Older people](#)
- [People with chronic conditions](#)
- [People in aged care facilities](#)
- [People with disability](#)

The following is required for events, depending on the expected number of attendees (including staff/volunteers, spectators and attendees):

- Fewer than 500 people (indoors) and 1500 people (outdoors)—can proceed by following the [COVID Safe Event Checklist](#), no further approval needed

- Between 500 people (indoors) / 1500 people (outdoors) and 10,000 people—develop a COVID Safe Event Plan and submit via the [COVID Safe Event Plan Submission Portal](#) for approval by the local Public Health Unit.
- Over 10,000 people—develop a COVID Safe Event Plan and submit via the [COVID Safe Event Plan Submission Portal](#) for approval by the Queensland Chief Health Officer.

COVID Safe Event Plans for events with fewer than 10,000 attendees **must** be submitted **at least 10 business days** prior to the event.

COVID Safe Event Plans for events with more than 10,000 attendees **must** be submitted **at least 20 business days** prior to the event.

What will happen if there is a COVID-19 outbreak in Queensland?

If there is an outbreak of COVID-19 in Queensland (including sustained community transmission) or a new variant of COVID-19 is detected within Queensland, further restrictions may be put in place which may limit gatherings, events and activities statewide, or within local areas or identified communities.

This needs to be factored into the planning of events.

Events or activities operating under approved Industry Plans, Event Checklists or Event Plans may be cancelled at short notice.

Event organisers should stay up to date by checking the website at <https://www.covid19.qld.gov.au/government-actions/covid-safe-events>

If you need more information or have any questions about a Public Health Direction, please call 134 COVID (134 268).

Requirements and tips for organising COVID Safe Events

Wherever possible, Anzac Day commemorative events and activities should be held outside and adhere to the following requirements:

Physical distancing

Physical distancing of at least 1.5 metres must always be maintained unless people are from the same social group (a social group is a group that arrive together or usually interact together)

Tips on how to apply this requirement to an event:

- Use ground markings and signs to identify 1.5 metre distance between people or social groups.
- Use spaced tables and chairs to separate social groups.
- Use announcements or marshals to issue verbal reminders.
- Where possible, set up separate entry and exit points to prevent people being forced close together.
- To limit crowding, consider offering Dawn Services and vigils online.

Occupant density

Events must comply with the occupant density requirement of no more than one person per 2 square metres, or, up to 100% of seated venue capacity provided patrons are in ticketed and allocated seating.

Tips on how to apply this requirement to an event:

- Before the event, determine the total number of people allowed on site at any given time (including staff and volunteers), in line with occupant density requirements.
- An example of how to determine occupant density of one person per 2 square metres can be found in the [Industry Framework for COVID Safe Events](#).
- Ticketed and allocated seating operating at 100% capacity means fixed seating where a patron:
 - is given a record of their assigned seat number by way of a ticket; and
 - remains in their assigned seat to the extent possible while they are present at the venue or event.

Contact information at indoor Anzac Day events

Where an Anzac Day commemorative event takes place in a retail food service, such as an RSL, or an entertainment venue, such a pub, contact information must be collected electronically. The contact information must be retained for a minimum of 30 days to a maximum of 56 days and include full name, phone number, email address, the date and the time of arrival. Where possible the time of exit should also be recorded.

Tips on how to apply this requirement to an event:

- Collecting and keeping contact information electronically may include using a QR code or another electronic method of recording information

- If the contact information cannot be collected electronically due to unexpected circumstances, collect contact information by another method (for example, a paper-based form) and transfer to an electronic system within 24 hours of collecting the information.

Contact information at outdoor Anzac Day events

- The organiser only needs to collect contact tracing information from participants and invited guests as participants may be within a vulnerable population. Thus, contact tracing processes are encouraged for outdoor gatherings, marches, etc.
- The event organiser must ensure that there are processes put in place to collect contact information for event staff/volunteers and people directly involved in the event. Where there are multiple groups represented in the march or parade, the organiser can delegate responsibility to the individual groups to collect the contact tracing information for their group.
- While preferable contact tracing information does not need to be collected electronically.
- Event organisers are not expected to collect contact information for spectators from the general public who attend Dawn Services, street parade or marches.

Cleaning and hygiene

Regular and thorough cleaning is of utmost importance in preventing the transmission of COVID-19.

Tips on how to apply this requirement to an event:

- Make sure that frequently touched areas and surfaces (for example tables, door handles and push plates) are cleaned at least hourly with detergent or disinfectant.
- Make sure that objects that may be handled by multiple people, such as microphones, lecterns and the kip used in Two-up, are cleaned between each person's use.
- Handwash facilities, including clean running water, liquid soap and paper towels, should be available for all staff, volunteers and visitors at the event or activity. If handwashing facilities are not readily available, appropriate alcohol-based hand sanitiser (containing at least 60% ethanol or 70% Isopropyl) is required.

Food and drink

The provision or sale of food and drink is to be undertaken in a way that reduces the number of people handling the food, drinks or utensils before it is served. Self-serve buffets, self-serve drink stations and grazing/share plates are not permitted. This requirement extends to organisations providing Anzac Day services.

Tips on how to apply this requirement to an event:

- Events that include the provision or sale of food and drink should set up separate areas for ordering, payment and collection – in addition to separate entry and exit points wherever possible.
- Non-disposable crockery/cutlery/glassware is permitted only when cleared after each course and washed using a commercial grade dishwasher or glasswasher.
- If snacks are offered, consider if they can be individually wrapped.

Recommendations for Anzac Day Dawn Services, street parades and marches

Anzac Day commemoration events should align with the [COVID Safe Events Framework](#) and the [COVID Safe Future principles](#).

Anzac Day Dawn Services, street parades and marches have the potential to attract many spectators. However, due to the nature of these events, and when occurring outdoors, the risk of transmission of COVID-19 is reduced. Organisers of Anzac Day Dawn Services, street parades and marches should consider the vulnerability of the participants and encourage measures to reduce the transmission of COVID-19.

To reduce COVID-19 risks to vulnerable participants you may wish to consider the following measures which are designed to assist with planning safe commemoration activities.

Spectators

- To reduce risks for vulnerable populations, consider offering Dawn Services and Vigils online so that vulnerable persons have the option of participating online should they have concerns for their health.
- Collecting contact information can help in the event that Queensland Health need to contact trace. Contact tracing QR codes could be printed, laminated and displayed along the parade/march route.
- Where there is a viewing/ceremony section to the street parade/march, for example, officials/dignitaries gathering, ticketed and allocated seating could be offered. A record of the ticketed and allocated seating should be kept in case Queensland Health needs to undertake contact tracing.
- Hand sanitiser (containing at least 60% ethanol or 70% Isopropyl) could be provided where practical along the route and at any viewing/ceremony area. Spectators could be encouraged to bring their own hand sanitiser where it is not practical for organisers to provide it due to the size of the event.
- Event organisers could encourage vulnerable people to wear masks, especially if they will not be able to physically distance from other people. Event organisers of the street parade or march could encourage mask wearing via pre-event announcements.
- Marshalls, signs and audio over loudspeakers could be used to encourage people to:
 - maintain physical distancing of at least 1.5 metres between family or social groups
 - wear masks if vulnerable or unable to physically distance
 - disperse at the end of the street parade/march in an orderly fashion with physical distancing of at least 1.5 metres.
- There could be pre-event messaging and announcements, that people should not attend the event if they are experiencing COVID-19 symptoms. A list of COVID-19 symptoms can be obtained from the Queensland Health website: <http://conditions.health.qld.gov.au/HealthCondition/condition/14/217/838/novel-coronavirus>

Participants

- Participants could be advised not to attend the street parade/march if they have any COVID-19 symptoms. This is especially important if vulnerable people will be attending.
- Street parade/marching groups, for example, bands, school, scouts/guides, armed forces groups could be separated so they do not interact together.
- To limit risks of vulnerable people potentially being exposed to COVID-19, the street parade/march consider reducing the occupant density to no more than one person per 2 square metres. If the total street parade/march participants will exceed the occupant density, suggest staggering participants' arrival and departure times.
- Provide hand sanitiser in the marshalling area and at end of street parade/march.
- While masks are not mandatory, masters of ceremony, speakers, persons at the cenotaph and persons playing the last post should all be physically distanced by at least 1.5 metres.

Questions and Answers about Anzac Day Commemorative Events

1) Will the organisers of a Dawn Service need to develop a COVID Safe Event Plan?

If the service has fewer than 500 people (inside) or fewer than 1500 people (outside) in attendance then the service can operate under a [COVID Safe Event Checklist](#). The number of attendees includes spectators/observers.

If the event has 500 or more people (inside) or 1500 or more people (outside), event organisers will need to develop a COVID Safe Event Plan for the service. The Plan will need to be submitted via the [COVID Safe Event Plan Submission Portal](#).

COVID Safe Event Plans for events with fewer than 10,000 attendees **must** be submitted **at least 10 business days** prior to the event. COVID Safe Event Plans for events with 10,000 or more attendees **must** be submitted **at least 20 business days** prior to the event.

Guidance on developing a COVID Safe Event Plan can be found in the [Industry Framework for COVID Safe Events](#).

2) Will the organisers of a street parade or march need develop a COVID Safe Event Plan?

If the street parade or march has fewer than 500 people (inside) or fewer than 1500 people (outside) in attendance then the service can operate under a [COVID Safe Event Checklist](#). The number of attendees includes people marching, as well as spectators/observers.

If the event has 500 or more people (inside) or 1500 or more people (outside), the organiser of the street parade or march will need to develop a COVID Safe Event Plan for the street parade or march. The Plan will need to be submitted via the [COVID Safe Event Plan Submission Portal](#).

Note: there is no expectation for event organisers to collect contact information of spectators of a street parade or march.

COVID Safe Event Plans for events with fewer than 10,000 attendees **must** be submitted **at least 10 business days** prior to the event. COVID Safe Event Plans for events with 10,000 or more attendees **must** be submitted **at least 20 business days** prior to the event.

Guidance on developing a COVID Safe Event Plan can be found in the [Industry Framework for COVID Safe Events](#).

3) Is there an existing approved COVID Safe Plan that a Dawn Service or street parade or march can operate under?

No, there are currently no existing approved COVID Safe Plans that a Dawn Service or street parade or march can operate under. These events will need to operate under a [COVID Safe Event Checklist](#) or COVID Safe Event Plan, depending on the number of attendees.

4) Do organisers of Anzac Day events need to record and keep contact information?

Yes, under the [Restrictions on Businesses, Activities and Undertakings Direction](#), organisers of events and activities are required to record contact information for contact tracing purposes and retain these details for a minimum of 30 days to a maximum of 56 days. This contact information must include full name, phone number, email address, the date and the time of arrival. Where possible, the time of exit should also be recorded.

5) Do organisers of Anzac Day events need to record contact information for people observing the service?

No, there is no expectation of organisers of Anzac Day events to collect contact information of people observing the Service.

The event organiser must collect contact information for event staff/volunteers and people directly involved in the event a minimum of 30 days to a maximum of 56 days.

6) Do venues operating under an existing approved COVID Safe Plan (COVID Safe Industry Plan or Site-specific Plan) need to operate under a COVID Safe Event Checklist or develop a COVID Safe Event Plan for Anzac Day events?

If all activities at the Anzac Day commemorative event are within normal business of the venue, and therefore captured by an existing approved plan, the event does not need to operate under a COVID Safe Event Checklist or COVID Safe Event Plan. However, if activities at the Anzac Day commemorative event fall outside the scope of the existing plan, then the event will need to operate under a [COVID Safe Event Checklist](#) or COVID Safe Event Plan.

For example, an RSL hosting an Anzac Day lunch can continue under the [Hotels, Clubs, Pubs and Adult Entertainment Industry Plan](#), as serving lunch is within the normal business of an RSL. If the RSL is hosting extra activities, such two-up games and Anzac Day speeches, the event organiser will need to operate the event under the [COVID Safe Event Checklist](#) or develop a COVID Safe Event Plan.

7) My event starts outdoors but then people will come indoors for food, can all the people from outdoors come indoors?

If the number of people exceeds 500, and the event moves inside, then the whole event will need to be treated as an indoor event and operate under a COVID Safe Event Plan.

8) I've organised an outdoor event for 2000 people, can they all move inside if the weather turns?

If in doubt that the event will remain outside, it should operate as an indoor event. With 2000 people, an indoor event will need to operate under a COVID Safe Event Plan.

9) What will happen to community events and activities if there is a COVID-19 outbreak in Queensland?

If there is an outbreak of COVID-19 in Queensland (including sustained community transmission), or a new variant of COVID-19 is detected within Queensland, further restrictions may be put in place which may limit gatherings, events and activities statewide, or within local areas or identified communities.

Events or activities operating under approved Industry Plans, Event Checklists or Event Plans may be cancelled at short notice.

Event organisers should stay up to date by checking the website at <https://www.covid19.qld.gov.au/government-actions/covid-safe-events>

Further information

More information on COVID Safe Events is available at: <https://www.covid19.qld.gov.au/government-actions/covid-safe-events>

COVID-19 health advice is available on the Queensland Government website, including the current status in Queensland and how to protect yourself and others.

If you need more information or have any questions about a Public Health Direction, please call 134 COVID (134 268).

Visit [Unite against COVID-19](#) for information about the Queensland Government response, including current requirements for social distancing, border closures and business restrictions.

The Department of Health has developed a variety of fact sheets, videos, signage and posters with detailed information to guide businesses and organisations in helping reduce the spread of COVID-19. These can be accessed at <https://www.health.gov.au/resources/collections/coronavirus-covid-19-campaign-resources>.