

Parish/School Festivals and Events Policy

August 30, 2021

This policy is a transitional policy during the re-opening of churches and schools and applies to parish and school festivals, fundraising events and other social events. These guidelines do not apply to Mass, other worship services or religious instruction. The need for this policy will be reviewed periodically and revised as appropriate. Parishes and schools will receive notice of such changes in writing. The transitional policy is summarized here as follows:

1. To the greatest extent possible, plan festivals and events outdoors and encourage use of face masks outdoors and social distancing consistent with county requirements. Festivals and events with indoor activities must require the use of face coverings in all indoor settings.
2. If any aspect of a festival or event is held indoors **and** food or drinks are served, all persons must present vaccination cards or proof of a negative COVID test administered in the previous 72 hours before entering the building. As previously stated, all attendees must wear masks while in the building, except when eating or drinking. If an indoor event with food or drinks involves pre-registration, then all persons registering as attendees must provide proof of vaccination when registering or proof of a negative COVID test taken in the last 72 hours from the day of the event. Parishes and schools must include this proof of vaccination requirement or negative COVID test in promotional announcements as well as on the parish or school website.
3. During the re-opening period, much like restaurants, parishes and schools hosting festivals and other events must comply with the State of California's standards for food services to protect the health and safety of the parish community. These complete guidelines can be found at <https://files.covid19.ca.gov/pdf/guidance-restaurants-bars-wineries--en.pdf>.
4. Food for festivals and events (whether for sale or not) must be prepared by either an outside food service vendor or prepared at the church or school on the day/night of the event.
5. During the COVID pandemic, no potluck or home-prepared food or drinks will be permitted at parish or school festivals or events. Any home-prepared food shall not be consumed on church or school property at festivals or events. There are no exceptions.
6. Food trucks or other food services vehicles shall be permitted only when properly licensed by the county or city in which they operate and after providing the parish or school with evidence of liability insurance meeting the Diocesan insurance requirements.
https://www.oakdiocese.org/documents/2019/10/Certificate_of_Insurance_Required_Verbiage_and_Samples-REV22Oct2018-1.pdf
Evidence of the vendor's liability insurance must be provided by the parish or school to the Diocesan Director of Insurance and Benefits at least five (5) calendar days before the scheduled event. Festivals or other events that do not provide such evidence of liability insurance will be cancelled.

7. All persons preparing or serving food on parish or school property must wear face coverings (covering both mouth and nose) and sanitary gloves (vinyl or nitrile gloves) while preparing or serving food.
8. All persons preparing or serving food at parish or school festivals or events will be required to self-attest in a signed document they have no COVID-19 symptoms. The self-attestation form will contain the illness self-assessment questions.
9. Festivals and events involving food must be well-planned and each parish or school conducting one must assign in advance an employee or volunteer manager to do the following:
 - a. Inform the Diocesan Insurance & Benefits Department of the date and time of the event and whether food will be provided or not.
 - b. Confirm distribution of this written policy to all event workers and volunteers at least ten days before the event, including the self-attestation form.
 - c. Maintain the self-attestation forms at the parish or school.
 - d. Be present at the festival or event, monitor food preparation and serving, and remove anyone from involvement with food preparation or serving unwilling to comply with this policy.
 - e. Ensure county COVID-19 safety rules are followed.
 - f. Sanitize high-touch areas (tables, chairs, booths etc.) throughout the day on event day.
10. Provide sanitizing stations at entry points and throughout the premises. Sanitizing stations must be visible at all times and refilled as necessary.
11. Visible signage will be provided by the Chancery advising all persons assume the risk of COVID-19 when attending the festival or event. ([Notice document](#))
12. Disposable masks should be made available to those individuals who forgot to bring one.
13. Any violations of this policy resulting in monetary fines or penalties imposed by governmental entities will be the sole responsibility of the hosting parish or school.

Any questions or clarifications on this policy should be directed to the Diocesan Insurance & Benefits Department (Kathleen Rabbach at krabbach@oakdiocese.org or Lisa Carlson at lcarlson@oakdiocese.org).