

## UNE COVID Safe Event Management Framework

Event Bookings involving members of the community							
Event/Gathering type	COVID Safe Conditions of Hire and COVID Safe Guidelines for Visitors apply for all events						
	Learning, Meeting Venues		Multipurpose Venues (includes Entertainment Facility)				
	<25 people	> 25 people	Lazenby Hall	A1	W40 LT 1	Lewis LT	Wright Centre
<b>Non-interactive events</b> Meetings Conferences/ Workshops Campus Tours Museum visits Lectures with external participants	No spacing restrictions COVID-19 guidelines for visitors	1 person/2 sqm					
<b>Non-interactive events</b> Concerts/Plays/ Musicals* Ceremonies* Conferences/Seminars		Fixed seating and ticketed 100% fixed seating capacity	856	278	272	200	200
<b>Interactive events</b> Weddings & Receptions* Formals & Dances* Funerals & Wakes*	No spacing restrictions	Non-fixed seating; 1 person/2 sqm 1 person/2 sqm	278	102	132	85	175
<b>Interactive events</b> Conferences with interactive physical activities Science Camps/School visits Orientation Week events Open days College Functions Outdoor gatherings (200 – 10000)*	No spacing restrictions	Non-fixed seating; 1 person/2 sqm; Risk Assessment ( <a href="#">Events Example</a> )/SOP required 1 person/2 sqm	278	102	132	85	175

\* COVID-19 Safety Plans may be required for your event – please check [Public Health Advice](#) and submit the required documentation with your booking  
[Public Health Orders](#) must be followed at the time of the event and can change at short notice.