

COVID-19 Guidelines for Wisconsin FFA In-Person FFA Leadership Conferences and Events

The purpose of this document is to provide information to agricultural education instructors/FFA advisors as they prepare for in-person FFA events. The information and considerations within this document are based on a review of available guidance from multiple reputable sources. Participants in Wisconsin FFA in-person events will be required to closely follow the COVID-19 spread prevention rules and guidelines.

1. All participants will need to wear a face mask that completely covers their nose and mouth. The only exception will be to eat lunch, otherwise participants are required to be masked before and after lunch is consumed.
2. Each participant will have their temperature checked via contactless thermometers upon arriving at the conference and before being allowed to participate. A member that has a temperature of 100.4 degrees or above, will not be allowed to attend event.
3. If any registered participant has symptoms of fever, fatigue, difficulty in breathing, or dry cough or exhibiting any other symptoms relating to COVID-19 or any signs of illness, **they are not allowed to attend the conference.**

Agricultural Education Instructors/FFA Advisors are to:

Ensure that participants with a positive COVID test (even if no symptoms) do not participate in events until:

- At least 10 days have passed since positive test; AND
- No fever (fever is temp of 100.4°F or more) without the use of fever-reducing medicine for at least 24 hours; AND
- COVID symptoms (for example, cough, shortness of breath, etc.) have improved

Ensure that participants with probable COVID (symptoms of COVID but not tested), not be allowed to participate in any event until:

- At least 10 days have passed since onset of symptoms; AND
- No fever (fever is temp of 100.4°F or more) without the use of fever-reducing medicine for at least 24 hours; AND
- COVID symptoms (for example, cough, shortness of breath, etc.) have improved.

If a student tests negative, along with no fever without the use of fever-reducing medicine for the past 24 hours, they may be allowed to attend the event with a hard copy of the negative test.

4. Participants with high-risk conditions or household/close contacts with high-risk conditions may want to avoid and/or adjust participation to reduce risk of transmission.

5. Each participant will be listed on an attendance roster. In the case of a positive COVID case reported following the event (within 14 days following the event), agricultural education instructors/FFA advisors will be notified immediately in order to notify participants.
6. Participants will be asked to keep their distance from other participants at all times during the conference. Chairs would be set with 6 feet of space between each, and close contact interaction will be limited throughout the day during activities.
7. Participants will be asked to wash hands frequently with soap and water for at least 20 seconds or use hand sanitizers containing at least 60% alcohol. Hand sanitizing stations will be provided in the facility where the event is held.
8. Attendees often exchange handshakes, fist bumps, and high-fives at events. These actions will be discouraged during the event. There will be no skin-to-skin contact between participants, staff or any attendee.
9. If needed, facilitators will rotate rooms instead of participants. During the conference sessions students will be kept in the same room. FFA chapters will be grouped together in the conference room while still maintaining social distance.
10. Participants are asked to not share water or food/snacks. Participants will be asked to bring their own water bottles.
11. Conference participants will receive their own writing utensil and set of conference materials at the conference to be used only by that specific individual and to be taken home with the participant.
12. During meals, participants will be provided with a pre-packaged meal. Participants will receive rolled silverware delivered to table along with all of your plates, napkins and condiments once participants have been seated at the event. Shared condiments have been removed from tables. Single use containers or disposable packets will be provided.
13. Meal set up for tables will be limited to 4 people per table evenly spaced around the table. FFA chapters will be grouped together while still maintaining social distance.

Meeting Space:

14. Conference attendance will be limited in order to meet the required guidelines for room capacities following social distancing guidelines.
15. Tables & chairs in meeting spaces and ballrooms will be spaced appropriately to meet social distancing guidelines. Students will be required to use the same chair throughout the entire conference.
16. The meeting facility staff will be disinfecting and sanitizing all audiovisual equipment, tables, chairs and meeting rooms with hospital grade cleaning equipment.

17. In public spaces, such as lobby areas, we will be practicing social distancing. Signage will be available to aid in spacing. Sanitization Stations will be available throughout the facility.

Event Accountability

*Each participant will be asked to sign an event waiver. See attached document. These waivers must be turned in at the time the Agricultural Education Instructor/FFA Advisors checks in at the onsite registration and before students can participate in the event.

*A tracing sheet shall be kept of all individuals traveling with each individual FFA Chapter to the event verifying that the traveling party has been prescreened that day before departure.

- When departing for the event, FFA advisors must verify that their tracing sheet is accurate. A copy of the tracing sheet must be turned in at the onsite registration before the chapter is allowed to participate.