

FCCLA 2021 National Fall Conference/Capitol Leadership Safety and Health Preparedness Plan

FCCLA is preparing the 2021 National Fall Conference (NFC) and Capitol Leadership in-person experience so that all attendees on site remain safe, healthy, and comfortable throughout the event. We are monitoring the COVID-19 status and are in constant contact with the Hyatt Regency Washington team and local authorities. Please visit the [Centers for Disease Control and Prevention](#) for recommendations on how to protect yourself against COVID-19. You can also review the current health and safety protocols for Washington, D.C. [here](#), as well as, the Hyatt's commitment to care and cleanliness found [here](#).

FCCLA is committed to the health and safety of all attendees while on site for the 2021 National Fall Conference and Capitol Leadership. All attendees (advisers, state staff, students, guests, vendors, etc) will be required to complete the FCCLA COVID Safety Agreement and Waiver Form that will be due upon arrival at the FCCLA Registration Desk before admittance into the conference and conference name badge distribution.

The safety and health of all those attending in-person is our top priority. This plan is a living document that will continue to evolve as the venue and local protocols change:

1. Room Reservations:

- All guests staying in rooms within the FCCLA hotel block must register for the conference. Guests that are not registered for the conference are not permitted to be housed in the FCCLA room block.
- Every attendee must be listed on the room roster for all necessary health checks and contact tracing.
- All attendees must stay in the FCCLA contracted hotel(s) in order to attend any portion of the in-person conference.

2. Name badges must be worn at all times. A conference name badge is necessary to be permitted into the conference area. Name badges will be picked up at the registration desk at pre-registered appointment times.

3. Masks:

- All attendees will be required to observe the mask rules established by the venue and local authorities at the time of the event.
- If masks are required, attendees must wear a non-vented properly fitted face mask (covers both mouth and nose) throughout all sessions and in public areas.
- Gator style masks and bandannas/scarves are not acceptable face coverings.

4. Hand sanitizer:

- Hand sanitizer stations will be positioned throughout the meeting space.
- Personal-sized hand sanitizers are recommended to carry with you at all times.

5. Social Distancing:

- All attendees will be required to observe the social distancing rules established by the venue and local authorities at the time of the event.
- All room sets will be based on the social distancing requirements at the time of the event.
- Follow the signage and floor decals set forth to reinforce social distancing throughout the conference including room and hallway directional signs, entrance/exit signs, line spacing, and other safety reminders.

6. Before You Arrive:

- If you are experiencing any of the following symptoms or come in contact with anyone with a confirmed COVID positive test within 6 days prior to arriving on site, please stay at home.
 - Fever (temperature over 100.4 F)
 - Loss of taste or smell
 - Dry cough
 - Congestion or runny nose
 - Sore throat
 - Shortness of breath or difficulty in breathing
 - Nausea or vomiting or diarrhea
- Sign and accept the FCCLA COVID Safety Agreement and Waiver Form found on the National FCCLA website. This form will be required before receiving name badge and registration materials.
- Ensure you and the attendees you are responsible for are listed on your housing reservations.
- Pack your face masks and personal hand sanitizer.

7. During the Conference:

- Do your own daily health assessment before arriving on site at the conference area.
- If required at the time of the meeting, wear face masks at all times while in the conference area, meeting rooms, and public space.
- Follow all signs for hallway directions, entrance/exits, and line spacing.
- If required, stay socially distant from one another in the conference area, meeting rooms, and public spaces.
- Wash your hands often and cover your cough or sneeze.
- Feeling sick unexpectedly? Do not come to the conference area and seek medical attention to get a COVID-19 test. You will be required to quarantine in your room until a negative test result is provided. If sharing a room, all roommates will also be required to quarantine in the room and secure a negative COVID-19 test before being admitted back into the conference activities.

Any attendee who does not follow the guidelines set forth above will be required to return their name badge and leave the conference immediately at their own expense.

NOTE: These policies and protocols are subject to change and all registered attendees will be required to follow protocols as they are finalized before or during the conference.

For any questions or concerns, feel free to reach out to meetings@fclclainc.org.