

Guidance on Face to Face Student Activities for Radio Caley

The Students' Association is getting ready for the start of a new academic year in 2020/21. Full Time Officers and Staff are working hard to give you the best possible experience this year. The health, safety and wellbeing of GCU students and staff will continue to be our highest priority during this Coronavirus (COVID-19) outbreak and as rules around social distancing are eased.

Freshers Week 2020

Freshers Week will be online only this year, we are organising a Virtual Freshers Fair and we will be asking you to organise your own virtual activity to help welcome and socialise with new students. We will shortly be sending out the booking forms for you to book a virtual stall and to book your virtual event, which will be advertised in our Freshers Flyer. We will be sending our Student Handbook and Freshers Week Flyer to every UK based new student through the post.

Face to Face Activities 2020-21

As you will be aware, Scotland is currently in phase 3 of the route map at the moment, and the Scottish Government has indicative dates for when we will be progressing with the easing of restrictions. Our approach is to have a phased return to face to face activities when it is safe to do so following guidance and advice from the Scottish government, our insurance provider and GCU. This is a fluid situation and we envisage that our approach will need to be flexible. Our insurance provides stipulates for online events that “no activities should take place which need close supervision to ensure the safety of members” and that “each individual should be aware that they are responsible for ensuring their home environment is suitable and safe for the activity they are engaging in”. **For the avoidance of doubt there should be no face to face activities organised by Radio Caley until otherwise advised.**

The Station

Due to GCU's restrictions on students and staff being on campus and the current closure of the Students' Association Building, it is unlikely that the use of the Radio Station will take place during Trimester 1. When it is safe to do so and following guidance and advice from the Scottish government, our insurance provider and GCU we will work with the Radio Station Committee to produce a COVID secure risk assessment to allow the use of the radio station again.

Please begin to consider as a committee the ways in which the station could function online and we will work with you to review any licence requirements.

Preparing to Return to Face to Face Activities

For events out with the Radio Station these preventative measures may include pre-meeting sign up for track and trace and you may be asked to have a COVID Coordinator. We strongly encourage all Committee Members to attend the online training session to learn about new procedures and systems, tasks and roles and what to expect in the year ahead. More info will be circulated about training in due course.

Committee Meetings

In line with The Radio Station policy, please continue to hold your regular committee meetings online. The Societies Co-ordinator will attend as usual and take minutes, along with the FTO policy lead. Please inform the Societies Co-ordinator when these are taking place and send joining instructions.

Getaway 2021

In line with GCU's guidance on non-essential travel within the UK, **no plans for the annual January getaway should be made at this stage**. As with everything else, this instruction will continue to be reviewed in line with the guidance and advice provided by the Scottish government, our insurance provider and GCU.

Membership

All Memberships reset on 31st July as normal, however, we have currently suspended memberships on the Students' Association website. Once the membership questions to join Radio Caley have been reviewed, we can make this live.

Current Scottish Government Guidance

www.gov.scot/coronavirus-covid-19/

www.gov.scot/publications/covid-19-framework-decision-making-scotlands-route-map-through-out-crisis-phase-3-update-30th-july-2020/pages/3/

Support and Help

If you have questions or you would like to arrange an online meeting to discuss any of the above please contact: Lora Addison, Societies Co-ordinator,
Studentmedia@GCUStudents.co.uk (Monday - Friday, 9am - 5pm).