



CITY OF CLEVELAND
Mayor Frank G. Jackson

Hosting Parades, Festivals and Other Larger Outdoor Events During the COVID-19 Pandemic

Recommendations for Organizers and Event Planners

In order to mitigate the spread of COVID-19 and promote healthy behaviors, the City of Cleveland recommends that organizers of large outdoor events, such as parades, festivals, concerts, etc., follow the recommendations outlined below. Please note, public health guidance cannot anticipate every unique situation. Organizers should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.

In addition to the guidance outlined below, the City of Cleveland advises all event planners and organizers review the Center for Disease Control's [Events and Gatherings Readiness and Planning Tool](#) for comprehensive guidance on how to reduce the spread of COVID-19 during large gatherings and events.

Have questions or interested in a reservation? Contact us at 216-664-2484 and the special events specialevents@city.cleveland.oh.us. Note: The City of Cleveland will process permit requests that have already been submitted and begin processing new requests on Monday, May 10, 2021.

Recommendations for mitigating the spread of COVID-19 during large gatherings and events:

Monitoring/Compliance:

- Review relevant local/state regulatory agency policies and orders, such as those related to events and gatherings (See Ohio Department of Health's Amended Order.

<https://coronavirus.ohio.gov/static/publicorders/amended-directors-order-for-social-distancing-21.pdf>)

- Develop a plan to conduct daily health checks (e.g., temperature screening and/or symptom checking) of vendors, staff, volunteers and participants.
- Event organizers are responsible to ensure measures are established and followed to assist in mitigating the spread of the virus. It is recommended to implement crowd management and control measures at all points in the events. Organizers should designate staff members who will be responsible for ensuring that all vendors, staff, volunteers and patrons adhere to all health and safety guidelines.
- Organizers should collect and maintain contact information for all staff, vendors, volunteers and participants.

Social Distancing:

- Develop a plan to allow for social distancing before, during, and after the event (e.g., limiting attendance and modifying layouts before the event, providing physical barriers during the event and staggering exit times after the event). Where appropriate, install physical barriers; create one-way traffic flow patterns; and place signage, tape or other visual indicators to ensure attendees from different households remain 6 feet apart at all times.
- Provide virtual attendance options to help limit the number of in-person attendees.

Masks/Facial Coverings:

- Require all patrons and employees wear appropriate fitting masks or facial coverings at all times- unless actively eating or drinking. (See Section 2b of the Ohio Department of Health's Amended Order for complete list of mask exemptions. <https://coronavirus.ohio.gov/static/publicorders/amended-directors-order-for-social-distancing-21.pdf>)

Handwashing/Cleaning and Disinfection

- Ensure handwashing stations (where appropriate) are available throughout the event for employees and attendees. Signage should be posted reminding individuals to wash their hands often with soap and water for at least 20 seconds.
- When handwashing stations are not appropriate for the venue, hand sanitizing stations should be made available and located throughout the

event for employees and attendees. Hand sanitizer products should contain at least 60% alcohol.

State of Ohio mandates individuals to wash hands with soap and water for at least 20 seconds, or use hand sanitizer, after coughs or sneezes (into the sleeve or elbow, not hands), and as frequently as possible. Use sanitizer products that meet Centers for Disease Control and Prevention (CDC) guidelines. Guidelines are available on the CDC's COVID-19 "How to Select and Use Hand Sanitizer" page, and under "When cleaning" on its COVID-19 "Cleaning and Disinfecting Your Facility" page.

- Establish protocols and a schedule for cleaning and disinfecting high-touch surfaces, equipment and restrooms.

Communication\Signage:

- Ensure that vendors and staff receive communication about all COVID-19 safety protocols.
- Signs should be posted in high visibility areas throughout the event that promote common health and safety measures that can be taken to mitigate the spread of the virus- physical distancing, washing hands, wearing a mask, remain home if you are ill, etc.
- Ensure signs and all communications are provided in languages other than English for Limited English Proficient (LEP) individuals and in alternative formats (e.g., large print posters, braille, American Sign Language) for individuals who are visually impaired.

Note: The guidance provided in this document does not replace the requirements for organizers to ensure that all permits or application processes for an event are completed as required.

The Centers for Disease Control advises that attending large events and gatherings increases your risk of getting and spreading COVID-19. Therefore, the City of Cleveland strongly encourages residents to avoid large gatherings and events, such as parades, festivals, concerts, etc.