



Duty of Care Plan

Dundee & Angus
CONVENTION BUREAU
WORKING WITH YOU FOR YOU

Duty of Care Plan

Updated 1 May 2022

(INSERT MESSAGE) from conference organisers here.

This document contains resources and key information about what we are doing to keep delegates attending the event as safe as possible.

We will update with any new information leading up to and including the event.

Covid in Scotland – as of 1 May 2022

- [All covid rules and restrictions have been lifted in Scotland](#), but the virus has not gone away.
- It may be that some settings will ask you to wear a face covering to access their venue - you should follow their guidance and signage.
- **Distance Aware scheme** - A Distance Aware badge or lanyard shows that someone needs more space or care. [Find out how to get a Distance Aware badge or lanyard](#). (only include if the conference is not using their own traffic light system for distance aware)
- NHS Test & Protect, the Protect Scotland app will no longer alert you if you have been in close proximity with a Covid-19 positive person. Should you have any questions relating to Covid-19 or suspect that you have symptoms, please refer to [NHS Inform](#) for all the latest guidance and advice.
- Free Rapid Lateral Flow Tests are no longer generally available to members of the public. (only include if Duty of Care plan already in

place with existing event as reference was made in previous versions)

Personal Accountability

By attending (INSERT CONFERENCE NAME) event, you are agreeing to abide by and observe all the health and safety advice. You must not attend the event if you are ill or have recently been exposed to COVID-19.

Use 'Covid sense' to help protect yourself and others:

- Get your vaccine when offered to ensure you are fully protected.
 - When meeting indoors open windows to let fresh air in.
 - If you can, try and keep some distance from those outside your own household – take a step back.
 - It is recommended that you continue to wear a face covering in indoor public places and on public transport.
 - Clean your hands and surfaces regularly and cover your nose and mouth if coughing or sneezing.
 - If you have [COVID-19 symptoms](#) you should stay at home and follow [NHS Inform guidance](#)
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Attending the Event

- Sanitising stations will be available on arrival and throughout the venue – please use these as you move about your event. (check with venue and organiser)
- Personal hand sanitiser – you are encouraged to bring your own sanitiser with you for personal use.
- Masks – we ask that you bring your own masks and wear one at all times in public areas. (check requirements from organiser)

Conference and Social Events

- The conference is being held at **(INSERT VENUE)**, an approx. XX-minute walk to the city centre.
View (INSERT VENUE) on Google Maps (link opens in new window).
Read the (INSERT VENUE) health and wellbeing guidelines ([opens as PDF / link opens in new window](#))
- The Drinks Reception is being held at **(INSERT VENUE)**, an approx. XX-minute walk from the conference venue.
View (INSERT VENUE) on Google Maps (link opens in new window).
Read the (INSERT VENUE) health and wellbeing guidelines ([opens as PDF / link opens in new window](#))
- The Conference Dinner is being held at **(INSERT VENUE)**, an approx. XX-minute walk from the conference venue.
View (INSERT VENUE) on Google Maps (link opens in new window)
Read the (INSERT VENUE) health and wellbeing guidelines ([opens as PDF / link opens in new window](#))

Travelling

You can find guidance on travelling safely in Scotland and around the UK from these information sources:

UK Government guidance – [Travelling safely to the UK](#) (link opens in new window)

Scottish Government

No COVID-19 travel rules apply for entering Scotland.

If you're visiting Scotland from another country, [normal travel rules](#) apply. This means that you do not need to complete a Passenger Locator Form, take any COVID-19 tests or self-isolate after you arrive.

When returning home or travelling to other countries outside Scotland, you should check your own government's travel advice for further help. Even though Scotland does not have COVID-19 travel rules, other countries may.

Future changes to travel advice

New COVID-19 travel rules in Scotland, or any other country, may be brought in at short notice. You should always check the latest advice for each country you're planning to travel to before booking your trip and before you go.

Travelling to Dundee

Download our **Travelling Made Easy Guide** for travelling to Dundee (*enter hyperlink*) (opens as PDF document)

Travel in Dundee

Dundee is a compact city with many hotels and venues within walking distance to the conference venue reducing the need for the use of buses/taxis.

Accommodation Partners

To give you peace of mind that you're in safe hands, our accommodation partners have adopted enhanced cleaning procedures ensuring that they are providing a safe and clean environment for our guests stay.

Message from Dundee & Angus Convention Bureau about accessing Health Services in Scotland

We welcome all of our delegates to the region for the (INSERT CONFERENCE NAME).

Your health and wellbeing are important to us. If you feel unwell at any time during your stay in our region, you should:

- Contact the trained first aiders at the venue or in your accommodation
- Call the NHS on 111 for urgent but not emergency care 24 hours a day, for more information visit the [NHS24 website](#) (link opens in new window)
- Call the NHS on 999 for emergency calls only – for serious illness or injury or where life is at risk

Most accident and emergency (A&E) hospital departments are not currently accepting walk-in patients who are not serious emergencies, so you should always call the NHS on 111 or 999 (emergency). They will decide if you need an ambulance, an appointment at A&E or an appointment with a local doctor or health clinic.

Healthcare in Scotland for Overseas Visitors

In Scotland, most health care is provided by the National Health Service (NHS).

If you are coming to Scotland, you may have to pay for any health care you need while you are here and should get travel insurance with medical cover before your trip.

[NHS Inform](#) tells you about the health care you may be able to get free from the NHS if you become ill or have an accident. Including information about:

- Can I get free NHS care while I am visiting Scotland?
 - What happens if I need treatment?
 - Is all healthcare free for NHS patients?
 - Will I need to pay if I need transport with medical support to get home?
 - What can I do if I run out of my medicines while I am in Scotland?
 - What to do if you're feeling unwell
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