



## LEADERSHIP DEVELOPMENT INSTITUTES

Lions Clubs International (LCI) is a humanitarian organization and we need to do whatever we can to help limit the spread of COVID-19. As you prepare for your institute, we want to share expectations relating to safety measures and the COVID-19 pandemic. We realize that people are feeling fatigued when it comes to all the regulations, so we hope to make this a little easier for everyone.

### **What are the current COVID-19 protocols for institute participants and faculty?**

If you are feeling sick, do not attend the institute. Should you begin to feel sick while at the institute, notify a member of the faculty team or LCI staff for further instruction.

If you have been in contact with someone who is ill, been exposed to, or tested positive for COVID-19 in the past 14 days before arrival, do not attend the institute.

Avoid touching your eyes, nose, and mouth with unwashed hands.

Wash your hands often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer in between hand washing or when soap and water are not readily available.

Practice safe, social distancing.

Face masks\* will be required at the institute. Wear a face mask that covers both the nose and the mouth during times of classroom sessions or other activities related to the institute schedule.

\*A commemorative Lions face mask will be provided to each participant of the institute.

### **Are there COVID testing or vaccination requirements?**

Vaccinations are a personal choice and not a requirement by LCI to attend the institute.

A COVID test is not required by LCI to attend the institute. We encourage all Lions to be advised of local and federal guidelines related to testing requirements. Some areas may have mandated testing based on travel destinations, both arriving to and departing from the institute location. Scheduling of testing and associated costs are the responsibility of the Lion participant.

### **What if I am unable to wear a face mask due to health-related reasons?**

Those who are unable to wear a mask for health-related reasons should contact [institutes@lionsclubs.org](mailto:institutes@lionsclubs.org) **prior** to attending the institute so a determination can be made on how to best accommodate this requirement.

For health-related issues that may prevent a Lion from wearing a face mask, the Lion should contact LCI for further consideration of this accommodation. LCI will make every effort to accommodate this requirement while providing overall safety to the Lion, as well as fellow Lion participants. If this requirement cannot be accommodated, the Lion may be asked to consider attendance at a time more suitable.

### **What if I choose not to wear a face mask during institute sessions or activities?**

Health officials recommend that everyone in social situations where transmission could be greater wear a face mask, regardless of vaccination status. Wearing a face mask is the best way to keep yourself and others safe.

Those who refuse to wear a mask or repeatedly need to be reminded to wear a mask may be dismissed and prohibited from attending the remainder of the institute.

### **What are the protocol guidelines in the classroom?**

Face masks will be required during all classroom sessions.

Hand sanitizer will be provided in all classrooms.

Tables will be positioned as deemed appropriate to support safe, social distancing. LCI staff are working with each venue and following their guidelines related to classroom setup.

### **Are there any exceptions to wearing face masks?**

During the classroom sessions, the faculty member presenting will not be required to wear a mask and will practice social distancing. The supporting faculty will continue to wear their face mask during times when not instructing or engaging directly with participants.

During the participant led sessions or small group presentations, the presenting Lion will not be required to wear their face mask. Presenters will be positioned strategically to practice safe, social distancing.

During meals and breaks, face masks may be removed for consumption of food and beverages. Face masks should be worn while approaching buffets or any area where food is presented.

For health-related issues that may prevent a Lion from wearing a face mask, the Lion should contact LCI for further consideration of this accommodation. LCI will make every effort to accommodate this requirement while providing overall safety to the Lion, as well as fellow Lion participants. If this requirement cannot be accommodated, the Lion may be asked to consider attendance at a time more suitable.

### **Who do I speak with should I have questions or concerns related to COVID-19 during the institute?**

LCI on-site staff and members of faculty will be available throughout the institute should you have any questions. Prior to the institute, contact [institutes@lionsclubs.org](mailto:institutes@lionsclubs.org) for further guidance.