



HELP KEEP THIS HALL COVID-19 SECURE

- 1. You must not enter if you or anyone in your household has COVID-19 symptoms.**
- 2. If you develop COVID-19 symptoms within 7 days** of visiting these premises alert Test, Track and Trace. Alert the Hall Bookings Manager on **07792 567189** and alert the organiser of the activity you attended.
- 3. Maintain 2 metres social distancing as far as possible:** Wait behind the marked lines as you go through the entrance hall to your activity.
- 4. Use the hand sanitisers provided** on entering and leaving the premises. Clean your hands often. Soap and paper towels are provided.
- 5. Avoid touching your face, nose, or eyes.** Clean your hands if you do.
- 6. "Catch it, Bin it, Kill it".** Tissues should be disposed of into one of the rubbish bags provided. Then wash your hands.
- 7. Check the organisers of your activity have cleaned door handles, tables, other equipment, sinks and surfaces before you arrive.** Keep them clean. We cannot clean all surfaces at the hall between each hire.
- 8. Standing or sitting next to someone is lower risk than opposite them.** Your organiser must set up chairs in rows facing forward at 2m distance. Only the speaker or leader will be facing your group
- 9. Take turns to use confined spaces such as corridors, the kitchenette and toilets.** Briefly passing another person in a confined space is low risk.
- 10. Keep the hall well ventilated. Close doors and windows on leaving.**