

## 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 NHS Test and Trace - alert Keith Oades (Booking Clerk) Mobile: 07979188107 and also alert the organiser of the activity you attended. You must seek a Covid-19 antigen test.
3. **Maintain 2 metres social distancing as far as possible:** Wait behind the marked lines before entering the lobby area of the hall. Once inside the Hall please wear a face covering. Only one person through the lobby area at a time and please and observe the dots on the floor in the main hall which are placed 2 metres apart as a visual aid.
4. **Use the hand sanitiser provided** on entering 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. **Face coverings MUST be worn** unless an exemption applies to a person (e.g. for health reasons, those aged under 11) or a person has a reasonable excuse not to wear a face covering (e.g. taking part of an activity to which an exemption applies). This is a legal requirement.
7. **“Catch it, Bin it, Kill it”.** Tissues should be disposed of into one of the rubbish bins provided. Then wash your hands.
8. **Check the organisers of your activity have cleaned door handles, tables, other equipment, sinks and surfaces before you arrived.** Keep them clean. We do our best to clean all surfaces at the hall between each hire.
9. **Take turns to use confined spaces such as corridors, kitchen and toilet areas.** Standing or sitting next to someone is lower risk than opposite them. Briefly passing another person in a confined space is low risk.
10. **Keep the hall well ventilated. Close doors and windows on leaving.**
11. **Wash your clothes when you get home** to reduce risk of transmission.

**To see when this hall was last cleaned refer to the Cleaning Register which is located in the main hall on top of the grey cabinet.**

THANK YOU

16.12.20