

We will:

Undertake regular assessments of the risk of keeping the hall open

Safely store - and supply as necessary - contact details of all users as needed by any track and trace system, for a period of 21 days

Clean the hall after each use

Supply extra cleaning materials for use during sessions, and hand sanitiser

Make sure that this notice is available in the hall, on the website, and emailed to users before they use the hall

Provide a copy of the Risk Assessment

You will:

Organise so that you are 12 people maximum

Provide all contact details sent to Hall secretary

Allow no-one to attend the session if they have symptoms or feel unwell, or have been in contact with someone who has symptoms, in the last 7 days

Wear a mask if there is no health-related reason not to

Use hand sanitiser at the beginning and end of each session

Maintain a safe social distance to a minimum of 1m at all times as far as possible.

Wipe down surfaces you are using before and after the session (especially fold-away tables, chairs, door handles & light switches)

Keep the hall well-ventilated by opening windows and doors (remembering to close and wipe down before you leave)

Refrain from using the kitchen to prepare food – ask each attendee to bring their own as necessary

Take any rubbish with you at the end of the session

Immediately notify booking secretary if have any concerns related to sudden illness on the premises

Risk under the 'crisis regulations'

Trustees of Village Halls are unlikely to be at risk if they have undertaken and followed a COVID-19 Risk Assessment before re-opening their Halls, unless the activity is on the specific 'banned' list that is referred to in Regulation 4 (and regularly amended).

Risk under the 'crisis regulations' falls to the **event organiser**. If a **hirer, the event organiser**, does not feel the Hall is in a condition that enables them to comply, they should not make the booking.