

COVID-19 Prevention Methods at The Hall

Guidelines for using the space:

- Our capacity for activity at The Hall is 60 but we recommend 35 people practicing social distancing
- The kitchen space at The Hall is only available for use by members of the public during the weekend and on weekday evenings (after 6pm) (.)
- You must enter and exit only via the back door. The office space is off limits.
- We encourage use of face coverings when in the space unless exempt.
- Your emergency contact for Covid-related incidents is Katherine on 07709724249. (Your emergency contact for all other issues remains Felix on 07577 615933.)

We will:

- Ensure a one hour gap between programmed activity.
- Instruct all people using the space to follow guidelines.
- Place posters displaying a NHS Track and Trace QR code in the space.
- Ensure regular cleaning of The Hall on Mondays, Wednesdays, Fridays & Sundays.
- Undertake a thorough professional deep clean in the event of a confirmed or suspected case of COVID-19.

You must:

Before arrival:

- Ensure your activity fits within [Coronavirus restrictions: what you can and cannot do](#).
- Not come into Hub67 if you have the main symptoms of coronavirus (COVID-19): a high temperature, a new, continuous cough, and a loss or change to your sense of smell or taste.
- Ensure you've signed to confirm your understanding of the new Covid procedures - [here](#).

When in the space we encourage you to:

- **Wear a face covering** unless you are exempt or have a reasonable excuse - click [here](#) for face covering guidance.
- **Keep 2m distant** from other people wherever possible.
- **Keep the back door open** to ensure the space is well ventilated
- Complete a risk assessment before running any activity - click [here](#) for a template

When in the space you must:

- **Disinfect high touch points** upon **entry** and **before exiting** the space (door handles, light switches, chair backs etc).
- **Use hand sanitiser** upon arrival (provided) and then practice regular hand washing
- **Check into the space** by scanning the QR code using the NHS app
- You must ensure any participants/guests:
 - **Sign in** to the space using the QR code and NHS Track & Trace app, and/or take down people's names and contact numbers - click [here](#) for a template.
 - **Use hand sanitiser** upon arrival (provided) and wash their hands regularly for 20 seconds
 - **Have their temperature checked** (hold the thermometer close to their forehead, not touching, whilst wearing a mask) to ensure it is below 38 degrees Celsius

After you leave the space:

- **Inform The Yard if anyone tests positive for Covid-19** after attending your activity