

Special conditions of hire during COVID-19

For our community hall, all community events and activities and private hires will be able to take place from 19th July, with risks managed by hirers through good ventilation, encouraging social distancing, hand washing and use of hand sanitiser.

It remains important to be considerate of those who are more vulnerable and who may wish to take a more cautious approach. At some activities or events, measures such as wearing face masks and social distancing might be taken, so that people who are clinically more vulnerable or not yet fully vaccinated can attend. Use of face coverings will remain advisable in confined spaces such as toilets, kitchens and corridors and at more crowded events.

Pending more detailed guidance, the hall will retain the physical measures already in place. Test and Trace will be retained and we will continue to display QR codes. Hand sanitiser stations will remain in place and we will display posters requiring face coverings on entry. We will continue with more frequent cleaning of regularly touched surfaces, so that people feel comfortable returning to the hall.

Social distancing rules can be lifted to a level which feels appropriate for different types of activity, such as audience seated performances or wedding receptions with dancing and singing, whilst making provision for the more vulnerable and non-double vaccinated.

These conditions are in addition to your existing hire agreement, they do not replace it.

1. You, the hirer will be responsible for ensuring those attending your activity comply with the current COVID-19 Secure Guidelines while entering and occupying the hall, as shown on the notices in the hall. This includes use of hand sanitiser.
2. You undertake to comply with the actions identified in the hall's operating procedures.
3. You will be responsible for cleaning door handles, light switches, equipment, toilet handles and seats, wash basins, and all surfaces likely to be used during your period of hire BEFORE other members

of your group arrive and to keep the premises clean through regular cleaning of surfaces during your hire, paying particular attention to wash hand basins using either the products supplied or your own ordinary domestic products. You will be required to clean again on leaving.

Please take care cleaning electrical equipment. Use cloths – do not spray!

4. You will make sure that everyone likely to attend your activity understands that they **MUST NOT DO SO** if they or anyone in their household has had COVID-19 symptoms in the last 7 days, and that if they develop symptoms within 7 day of visiting the premises they must use the test, track and trace system to alert others with whom they have been in contact.
5. You will keep the premises well ventilated throughout your hire, with doors open as far as convenient. You will be responsible for ensuring that they are all securely closed on leaving.
6. You will ensure that social distancing is carried out to a level which feels appropriate for the activity. You should encourage use of the sanitiser both before and after use of the toilet.
7. You will take particular care to ensure social distancing is maintained for any persons aged 70 or over, or likely to be clinically more vulnerable to COVID-19, including for example maintaining social distancing when going in or out of rooms and in confined spaces such as toilets and kitchen. In these areas wearing a face mask is advisable. For some people, passing another person in a confined space is less risky, but for older people that should be avoided.
8. You will be responsible for the disposal of all rubbish created during your hire, including tissues and cleaning cloths, by bagging the rubbish safely and placing it in the appropriate refuse bin in the car

park when you leave the hall.

9. We will have the right to close the hall if there are safety concerns relating to COVID- 19, for example, if someone who has attended the hall develops symptoms and thorough cleansing is required, or if it is reported that the special hiring conditions are not being complied with, whether by you or by other hirers, or in the event that public buildings are asked or required to close again. If this is necessary, we will do our best to inform you promptly and you will not be charged for the hire.

10. In the event of someone becoming unwell with suspected COVID-19 symptoms while at the hall you should remove them to the designated safe room which is the ladies toilets. A COVID-19 first aid box is provided. Ask others in the group to provide contact details if not already done and then leave the premises.

11. Where an exercise activity takes place, you will organise your activity in accordance with guidance issued by the relevant governing body for your activity.