

# **COVID-19**

## **CONDITIONS FOR USE OF TODDINGTON VILLAGE HALL**

These recommendations will be constantly under review to stay in line with the latest Government advice. We will keep in contact when changes occur by email and notices.

Disinfection spray, paper towels, hand sanitiser, safety notices will be provided.

### **Hirers/Class Leaders will be responsible for the following:**

#### Before class/meeting:

- Open access doors wide, ventilate hall, ensure hand sanitiser available.
- Hirers/Class Leaders responsible for class size, social distancing.
- Although every hirer/class leader will sanitise used surfaces when they leave, it would be wise to sanitise the door contact points on entering.

#### On entry of attendees:

- Maintain social distancing.
- All attendees to sanitise hands
- Face coverings are optional.
- Maintain an attendance list.
- Attendees to bring and take away own items for use in class, none to be left in hall.
- Only one person in toilets at a time
- Please do not use exercises that need contact with the walls or doors.
- Kitchen available but keep social distancing.
- Please allow time for attendees to arrive, sanitise and leave, then sanitise all surfaces after class.

**PLEASE DO NOT USE SPRAY on LIGHT SWITCHES or CLOTH CHAIRS.**

#### After class:

- Hirer/Class Leader to: Spray and wipe down all surfaces that have come into contact with class – touch points: door handles, switches, toilets if used etc.
- If chairs must be used they must be cleaned and put away. In exercise classes we recommend not using chairs because of the time to clean.
- Record this action on sheet provided in Entry way.
- Lock up as usual when finished please.

Contact Paul Workman (Chairman) if any problems. Phone 07850 672001