

Special Conditions of Hall Hire during COVID-19 (Summer 2021)

Note: These conditions are supplemental to, not a replacement for, Scorton Village Hall's ordinary conditions of hire.

SC1:

You, the hirer, will be responsible for ensuring those attending your activity or event comply with the current COVID-19 Secure Guidelines while entering and occupying the hall, as shown on the NHS poster which is also displayed at the hall entrance, in particular using the hand sanitiser supplied when entering the hall and after using tissues.

SC2:

You undertake to comply with the actions identified in the hall's risk assessment, of which you have been provided with a copy.

SC3:

You will be responsible for cleaning door handles, light switches, window catches, 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 or organisation arrive and to keep the premises clean through regular cleaning of surfaces during your hire, paying particular attention to wash hand basins and kitchen sinks (if used), using either the products supplied (which will be in a clearly accessible location) or your own ordinary domestic products. You will be required to clean again on leaving. Please take care cleaning electrical equipment.

SC4:

You will make sure that everyone likely to attend your activity or event 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 days of visiting the premises they **MUST** use the Test, Track and Trace system to alert others with whom they have been in contact.

SC5:

You will keep the premises well ventilated throughout your hire, with windows and doors open as far as convenient. You will be responsible for ensuring they are all securely closed on leaving.

SC6:

You will ensure that no more than **120** people attend your activity/event, ideally 60 in order that social distancing can be maintained. You will advise, as appropriate, that everyone attending maintains social distancing.

SC7:

You will take particular care to advise that social distancing is maintained for anyone clinically more vulnerable to COVID-19, including, for example, keeping a distance around them when going in and out of rooms and ensuring they can access the toilets, kitchen or other confined areas. For some people, passing another person in a confined space is less risky, but for vulnerable people that needs to be avoided.

SC8:

If you prefer, please position furniture or the arrangement of the room as far as possible to facilitate people seating side by side, with at least one empty chair between each person, rather than face to face. If tables are being used, you can place them so as to maintain a distance of at least 1 metres across the table between people who are face to face e.g. using a wide U-shape.

SC9:

You will be responsible for the disposal of all rubbish created during your hire, including tissues and cleaning cloths, in the main bin outside before you leave the hall.

SC10:

You will be responsible for ensuring that all crockery and cutlery is washed in hot soapy water, dried and stowed away. You will bring your own clean tea towels, so as to reduce risk of contamination between hirers, and take them away.

SC11:

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 above 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 this hire.

SC12:

In the event of someone becoming unwell with suspected Covid-19 symptoms while at the hall you should remove them to the designated safe area which is **the small room**. Provide tissues and a bin or plastic bag, and a bowl of warm soapy water for handwashing. Ask others in your group to provide contact details if you do not have them and then leave the premises, observing the usual hand sanitising and social distancing precautions, and advise them to launder their clothes when they arrive home. Inform the hall cleaner on **07716 363120**.