

Abbots Road United Reformed Church.

Additional Lettings Policy during Covid-19

30/04/2022

Abbots Road United Reformed Church has decided that we wish to reopen our church buildings, but due to the Covid-19 pandemic, it is essential that we plan how we will communicate, promote and ensure that everyone who attends or visits the building can demonstrate good hygiene practices and follow the general safety precautions highlighted in this guidance document.

Users of the premises should ensure that:

- The organiser has read, signed and be familiar with lettings policy
- All those attending should be familiar with the letting policy especially the sections relating to their health and safety.
- Participants adhere to the maximum number of people allowed within each space. Each space has clear signage relating to the maximum number allowed.
- All attending are encouraged to take a lateral flow test beforehand and only attend if this provides a negative result.
- Anyone who has Covid related symptoms should not attend the premises.
- All those in attendance are familiar with hand washing facilities including hot running water, soap and drying facilities which are available for use. It is the responsibility of the leader (organiser) to ensure those attending are also familiar with these facilities.
- All those attending are encouraged with the regular use of Alcohol-based hand gels and these will be readily available throughout the areas of the building. On entering and leaving the building please ensure those attending do use the Alcohol based hand gels.

- Alcohol-based hand gels will not be placed in toilets as we encourage the washing of hands as a first priority after using the toilet facilities
- Appropriate signage is in place reminding those who are attending to wash their hands or use alcohol-based hand gels.
- It is encouraged that those visiting enclosed public spaces, including church buildings, wear an appropriate face covering. However, those with certain medical conditions may be exempt from this requirement.
- Participants observe the appropriate signage which is in place encouraging those who are attending to wear a face covering whilst inside the building especially when social distancing cannot be maintained.
- We encourage social distancing to be maintained during all events in the building. We acknowledge this maybe difficult in certain circumstances but where possible this should be observed. This includes all areas where people enter, occupy and leave the building. Please be mindful of accessibility and if people can safely use a wheelchair whilst safely maintaining physical distance.
- At the end of each session a deep sanitising of all the areas used is required. Please leave ample time to ensure a deep cleaning process is conducted using solutions which are proven to kill viruses. This process should include all areas, tables, chairs, door handles and equipment used which in turn will be used by the next organisation to occupy the premises.
- Those arriving to collect others from the premises should not enter the building but wait patiently until participants exit.