

COVID – 19 SECURE PRECAUTIONS.

Lopping Hall is a “COVID-19 SECURE ESTABLISHMENT” and we have therefore implemented the following measures (**Updates in red**) :

1. Installation of hand sanitiser dispensers
2. Increased signage specifically related to COVID-19
3. **Maintain data for use by HM Government Track & Trace system.**
We would appreciate your support and ask that user group leaders agree to the continued collection of this contact data.
LH will review our Covid-19 data collection policy in September 2021.

We ask that all User Groups abide by the following guidelines, or mandatory regulations:

1. No users should enter Lopping Hall if they are unwell or showing signs of COVID-19. If one of your group develops symptoms of COVID-19 you must inform Lopping Hall Management immediately.
2. All visitors / users to the Hall should wear a face covering when in public areas, unless they have an exemption or are children under the age of eleven.
Face mask wearing is now considered to be voluntary, but is to be encouraged by Lopping Hall.
Please refer to your organiser when you have arrived in the room or hall where your event is taking place for further advice
3. Please Hand Sanitise on entry to and exit from the building.
4. Please encourage your users to limit the number in each toilet at any one time and make use of the unisex and disabled toilets on the ground floor.
5. We encourage you to limit the number of parents / guests coming into the building.
6. We ask you to keep a record of all users names and a contact number for each, which should be passed onto the Lopping Hall Duty Manager when you have finished your session.
This requirement is no longer mandatory, but we believe that maintaining these records is in the interest of all user groups and will enable LH to operate effectively should an outbreak of CR19 be reported.
Your support in maintaining this information is appreciated.
LH will review our Covid-19 data collection policy in September 2021.
7. At the end of your session please wipe down your own equipment and any Lopping Hall chairs and tables that you have used. Please make certain that you have your own wipes available. If you do not have sufficient wipes, please see the duty Manager

Covid1-19 regulations concerning social distancing and room capacity constraints (other than those relating to general and fire safety) have been removed.