



Eastcott Community Centre

Special Conditions of Hire during COVID-19

Note: These conditions are supplemental to, not a replacement for, the centre's ordinary conditions of hire.

If you have queries about these terms and conditions please contact bookings@eastcottcommunity.org

While the Government has signalled the ending of Covid restrictions from 24th February you are asked to observe the following requirements in order that more vulnerable people feel safe using this hall.

SC1:

You, the hirer, will be responsible for encouraging those attending your activity or event to comply with the COVID-19 Secure Guidelines while entering and occupying the hall, including using the hand sanitizer supplied.

SC2:

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

SC3:

You will make sure that everyone likely to attend your activity or event understands that they **MUST NOT DO SO** if they are unwell or anyone in their household has COVID-19 symptoms or is still in their self-isolation period following a positive test. If they develop symptoms within 5 days of visiting the premises they should be encouraged to carry out a COVID-19 test.

SC4:

The centre will be cleaned before you arrive and it will be cleaned after your hire. As such we would ask that you finish your hire at the scheduled time.

SC5:

You will keep the premises well ventilated during your hire. You will be responsible for ensuring doors and windows are all securely closed on leaving.

SC6:

You will encourage social distancing between people who do not have regular contact with each other as far as possible. We advise that no more than [50] people attend your activity/event in the Main Hall and [20] in the Small Hall.

SC7:

You will take particular care to ensure that social distancing (or mitigation such as face coverings) is maintained with any persons likely to be more vulnerable to COVID-19.

SC8:

You will arrange the room to facilitate your group taking care to provide space for those who wish to maintain social distancing.

SC9:

You will be responsible for the disposal of all rubbish created during your hire, including tissues and cleaning cloths, into the bins provided before you leave.

SC10:

Food or drink should, if possible, be consumed while seated.

SC11:

We will have the right to close the hall if there are safety concerns relating to COVID-19, for example, if someone attending the hall develops symptoms and cleansing is required, if it is reported these Special Hiring Conditions are not being complied with or in the event that public buildings are required or advised to close again. If that is necessary, we will do our best to inform you promptly and you will not be charged for this hire.

SC12: For events which are likely to be more busy or crowded you will take additional steps for Covid security.

SC13: In order to avoid risk of aerosol or droplet transmission please avoid people needing to shout or raise their voices to each other, e.g. refrain from playing loud music at a volume which makes normal conversation difficult.



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SC14:

If someone becomes unwell with suspected Covid-19 symptoms, arrange for them to go home immediately and request that all other visitors sanitise/wash hands before leaving the premises. Advise them to launder their clothes when they arrive home. Inform the Bookings Administrator.

SC15:

Other special points as appropriate.

E.g. Where a sports, exercise or performing arts activity takes place:

[You will organise your activity in accordance with guidance issued by the relevant governing body for your sport or activity]

E.g. Where a group uses their own equipment:

[You will ask those attending to bring their own equipment and not share it with other members] or [You will ensure that any equipment you provide is cleaned before use and before being stored in the hall].

SC16:

I can confirm that I have advised my insurers that I intend to start.

I have read and agree to these terms and conditions:

Name Signature

Date

On behalf of regular block booking