

# Kenninghall Village Hall

## Special Conditions of Hire during COVID-19

(Rev April 2022)



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

**While the Government has signaled the ending of Covid restrictions from 1 April, you are asked to observe the following requirements in order that more vulnerable people feel safe using the village 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, as shown on the attached poster (also displayed at the hall entrance), including using the hand sanitiser supplied.

**SC2:** 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 had COVID-19 symptoms in the last 48 hours, or if still in their self-isolation period following a positive test.

**SC3:** You will be responsible for regular cleaning of frequently used surfaces **during** your hire, paying particular attention to equipment such as tables, wash hand basins and kitchen sinks, using either the products supplied or ordinary domestic products. Please clean surfaces used **before leaving**.

Please take care cleaning electrical equipment: Use cloths - do not spray!

Small groups hiring the hall are advised to just use the disabled toilet, as this will reduce the areas to be cleaned.

**SC4:** The Main Hall has a ventilation system which operates for all events. All toilets have extractor fans. Consider opening doors and windows for additional ventilation. Close doors and windows on leaving.

**SC5:** Please respect other people's personal space, particularly those people who may be vulnerable, and consider wearing face coverings in confined areas (eg toilets, corridors) and at a busy or crowded event.

**SC6:** You will be responsible for the disposal of all rubbish created during your hire, including tissues and cleaning cloths, in the bins provided before you leave. (All other rubbish should be taken away with you when you leave the hall).

**SC7:** 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.

**SC8:** If someone becomes unwell with suspected Covid-19 symptoms, arrange for them to go home immediately or if they need to wait for a lift move them to the designated safe area which is the Memorial Room ie the committee room, (but only if no else is using that room). Provide tissues and a bin or plastic bag, and a bowl of warm soapy water for handwashing. In either case, make sure you have contact details for others in your group and then ask them to leave the premises. Advise them to launder their clothes when they arrive home. Inform the hall cleaner on 01953 888523.

**SC9:** You will organise your activity in accordance with guidance issued by the relevant governing body for your sport or activity.

You will ask those attending to bring their own equipment and not share it with other members. You will avoid using equipment which is difficult to clean, as far as possible. You will ensure that any equipment you provide is cleaned before use and before being stored in the hall.

**SC10:** Hirers who use the kitchen are asked to bring their own teatowels, and take them home at the end of their session.

**See COVID-19 Secure Guidelines Poster on the following page:**

# **Kenninghall Village Hall**

## **PLEASE HELP KEEP VULNERABLE USERS of THIS HALL SAFE from COVID**

- 1. Please do not enter if you or anyone in your household is unwell or has COVID-19 symptoms, or have tested positive and their recommended self-isolation is not complete.**
- 2. Maintain social distancing as far as possible from anyone you do not have regular contact with. Respect those who may be cautious.**
- 3. Use hand sanitiser or soap. Clean your hands often. Keep surfaces clean.**
- 4. Please respect other people's personal space, particularly those who may be vulnerable, and consider wearing face coverings in confined areas (eg toilets, corridors) and at a busy or crowded event.**
- 5. "Catch it, Bin it, Kill it". Avoid touching your face, nose, or eyes. Put tissues into one of the bins or rubbish bags provided, then wash your hands.**
- 6. The Main Hall has a ventilation system which operates for all events. All toilets have extractor fans. Consider opening doors and windows for additional ventilation. Close doors and windows on leaving.**

**Thankyou for helping to keep everyone safe  
Kenninghall Memorial Hall Committee**