**EAST COKER VILLAGE HALL**

**CONDITIONS OF HIRE: SEPTEMBER 2021**

Although numbers are coming down, they are still high relative to numbers we had during lockdowns. Covid-19 is spread mainly through droplets in the air though surface transmission remains a risk. Our aim is the minimise the risk to all our users.

Because of that, East Coker Village Hall requires the following as Covid-19 conditions of hire –

* The hall must be well ventilated – windows should be open and doors too if conditions allow. This is especially important during exercise classes or any activity that generates greater transmission.
* The QR code should be scanned on entry or a record kept of those at an event, with contact details. The record should be kept for 2 weeks.
* At points where people are gathering or passing closely, masks should be worn.
* Hands should be sanitised on entry and after re-entering the hall.
* Surfaces used should be wiped clean – light switches, door and window handles, tables, chairs. Use gloves available wherever possible. Please enter cleaning on the sheet on the noticeboard for our insurers.
* Guidance for how many people are allowed in any room off the hall is posted on the doors. Please keep to that.
* The Dampier Room will continue to be closed for now, though we review the use of the hall every 2 weeks.

20th September 2021