

Summary of Bridestowe village hall updated risk assessment

The risk assessment completed by the trustees in June 2020 with regards to protecting users of the hall from transmission of Covid 19 infections is still valid and can be viewed on our website.

The risks of passing on infection are now with the hirer/organiser of the event.

The current relaxing of requirements by the government reflects the level of vaccinations in the population and as such all users are advised to be vaccinated unless they have been advised not to by their medical team.

The following is a summary of the current advice to protect all users :-

- 1. Do not visit the hall if you are unwell.**
- 2. Mask wearing is no longer compulsory but is still advised for all users over the age of 7 years old in confined spaces.**
- 3. Maintain social distancing from people not in your usual group of associates**
- 4. During use it is advised that users follow the one-way system identified, comply with the signage and ensure ventilation (i.e. open doors and windows as appropriate to allow a good flow of fresh air)**

The Hall Trustees will :-

1. Provide standard cleaning materials, hand sanitisers, tissues and soap
2. Clean the hall on a regular basis including handles, switches, floors and surfaces
3. Maintain the QR poster for use by hirers.
4. Provide an area in which someone becoming unwell during a hiring be isolated from other hirers whilst awaiting collection if needed.

The following are recommended to hirers:-

Organisers should keep a record of all attendees during their booked session including contact details – these should be kept for three weeks securely to comply with GDPR rules. Should any of those attending become unwell and test positive for Covid 19 the organiser must inform the hall trustees to allow cleaning to be undertaken and the cleaner to be forewarned, so cleaning can be done wearing disposable PPE.

It is advised that organisers are aware of the expected attendees and do not exceed an appropriate number using the hall. It is recommended that wherever possible the organiser requests that attendance is booked in advance and/or have considered how they might proceed if the advised number is exceeded. Original calculations (that included the 2metre rule) for the available rooms for hire were – Main Hall 34 (14 if exercising), Margaret Moore Suite 6 and Small Meeting Room 4 These are merely a guide for users should there be any concerns regarding the susceptibility of attendees and it is for the hirer to decide how many people should be allowed for their particular event under the current rules.

Whilst the trustees have completed a risk assessment it is advised that hirers complete their own.

The trustees require hirers to do the following :-

It is required that hirers clean surfaces in the rooms hired **before** and **after** use, and confirm that they have done so by completing the form in the hall for this purpose with a signature and time

All rubbish to be taken away by the hirer.