

BROMHAM VILLAGE HALL
Special Conditions of Hire during COVID-19
Applicable from 19 July 2021

Note: These conditions are supplemental to, not a replacement for, the hall's ordinary conditions of hire, and must be read and signed by the hirer.

SC1:

You, the hirer, will be responsible for managing all risks to your participants. We recommend thorough ventilation (with windows open) during your event, hand washing and use of hand sanitiser provided.

It remains important to respect and be considerate of those who are more vulnerable and who may wish to take a more cautious approach, so it will be appropriate at some activities or events that measures (including wearing face masks) are taken, so that people who are clinically more vulnerable or not yet fully vaccinated can attend.

Good ventilation is the best means of reducing risk of transmission.

SC2:

You undertake to comply with the actions identified in the Village Hall Risk Assessment.

SC3:

Meeting in well ventilated areas where possible, with windows open. You will be responsible for ensuring they are all securely closed on leaving.

SC4:

You will be responsible for cleaning door handles, light switches, window catches, equipment, toilet handles and seats, wash basins and all surfaces likely to be used during your period of hire before other members of your group or organisation arrive, and to keep the premises clean through regular cleaning of surfaces during your hire, paying particular attention to wash hand basins and kitchen sinks (if used), using either the products supplied (which will be in a clearly accessible location) or your own ordinary domestic products. You will be required to clean again on leaving.

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

SC5:

You will make sure that everyone likely to attend your activity or event understands that **THEY MUST NOT DO SO** if they or anyone in their household has had COVID-19 symptoms in the last 48 hours, and that if they develop symptoms, however mild, within 48 hours of visiting they must alert NHS Test and Trace and seek a COVID-19 antigen test.

If they have received a positive coronavirus (COVID-19) test result, they should immediately self-isolate and stay at home for at least 10 days from when symptoms started.

SC6:

It is recommended that all participants scan the QR poster displayed in the hall on arrival or a record of attendees should be kept.

SC7:

You will be responsible for the disposal of all rubbish created during your hire before vacating the premises. This includes tissues and cleaning cloths which should be placed in the rubbish bins situated in the hall (rubbish bags provided).

SC8:

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

SC9:

In the event of someone becoming unwell with suspected Covid-19 symptoms while at the hall, you should immediately escort them from the building. Ask others in your group to provide contact details and then leave the premises, observing the usual hand sanitising and social distancing precautions, and advise them to launder their clothes when they arrive home. Inform the Village Hall Administrator immediately or if not possible by telephone on 01234 822600.

SC10:

Face Coverings – Wearing a face covering where you come into contact with people you do not normally meet in enclosed and crowded spaces is advisable.

I confirm that I have read and understood the above special conditions which are in addition and supplement to, the ordinary conditions of hire for Bromham Village Hall

Signed.....

Print Name.....

On behalf of (Organisation name).....

Date.....