

# NORTH WARNBOROUGH VILLAGE HALL

## INFORMATION FOR HIRERS AND THEIR USERS

We have been asked to do a risk assessment to assist hirers of the hall and those that use the hall.

For a risk assessment for the hall and plan– see separate documents.

Unfortunately, due to the varied uses of the hall and frequent changes in government guidelines we are unable to do a risk assessment on your behalf, however you will need to consider:

- Purpose of the hire
- Ages of participants
- Maximum numbers of your hire
- Maximum users in accordance with government guidelines
- Taking users temperatures
- Use of antibacterial hand gel
- Anything else relevant to your use of the hall

### Simple Actions: -

- **Wash hands** keep washing your hands regularly
- **Cover face** wear a face covering in enclosed spaces
- **Keep a record of those attending your event** for tracing purposes for a minimum of 21 days
- **Make space** stay at least 2 metres apart – or 1 metre with a face covering or other precaution. For further guidance please refer to: - <https://www.gov.uk/coronavirus>
- Use of hall and numbers please refer to: - <https://acre.org.uk/cms/resources/comm-guides/covid-19-safer-community-centres-aug-20.pdf>
- Guidance for distancing and plan of our hall. Please refer to:- <https://acre.org.uk/cms/resources/covid-19-information-sheet-opening-your-hall-after-lockdown-v6-18.09.20.pdf> (pages 23-29)
- Sample COVID-19 Risk Assessment for hirers of Village Halls and Community Halls – refer to Acre App G Opening Village Halls after lockdown V2-4 4<sup>th</sup> July 2020
- For information on cleaning surfaces please refer to the website:- <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings>

N.B. If your group is part of a regional/national organisation they may have more detailed guidance for preparation of your assessment.

Please note that regulations may change from time to time in view of the changing Government requirements.