**COVID-19**

Normal bookings have now resumed (1st Aug’20), including Children’s parties, but are restricted to the following conditions:

* The users/hirers must agree to the following and the additional COVID-19 Conditions of Hire (This is a separate document in the Documents List as it is subject to change from Government Instructions)
* The Hall will be made available for 3 \* 4hr bookings a day (8am to 12am), (1pm to 5pm) and (7pm to 11pm).  The 4 hrs should allow for the extra cleaning that will be necessary. Only one booking is allowed in one of the 4hr periods.  If there is any conflict the newest booking will be removed.
* Our cleaners have started cleaning the Hall once a week (due to low demand).  We will update you if this changes, but this cleaning will not affect the users cleaning requirements. (See below)
* To provide sufficient ventilation whilst occupied it is recommended that the Double Fire Doors should be kept open, but not compulsory.

Also, who is responsible for what:

1. The Parish Room users will use the Hall at their own risk as the PR Trustees cannot be in attendance.  All users will be required to ensure they are insured for all the extra COVID-19 risks.
2. Users must do their own Covid-19 Risk assessment and it is recommended that the users meet at the Hall with one of the Trustees prior to their use, to discuss their use of the Building.  Users will be responsible for applying and removing floor markings for social distancing purposes.
3. Users must clean all surfaces that they have touched before they leave the building.  Users will have to supply their own cleaning materials – Dettol spray/wipes are recommended.  We recommend that users/hirers clean before their clients arrive.  Three Hand Sanitisers had been put at the Main entrance, kitchen and small room.
4. Users must remove all their own rubbish (including towels from the Toilets, floor markings and wipes to clean the surfaces) from the Building when they leave.  Take home or use the bins outside of the parish room near the emergency doors.  Note the Government have recommended hand dryers are used and users should **not** use paper towels if they can avoid it.
5. Social distancing: Up to 21 people are allowed without face coverings provided they are able to stay 2m apart, otherwise they must use face coverings.
6. The maximum of people in the Hall at any one time depends on the space & activities within the Building, but the absolute maximum is 21 inside the Hall. This meets the current Government guidelines for the size of the Hall.
   * 21 People is a maximum for Country Market and meetings around tables
   * Activities such Pilates, Yoga etc. maximum of 15 people, though 12 is more comfortable.
   * Activities at tables, Art Group, Quilting, Solent Stitchers and Solent Embroiderers, all a maximum of 15 to 20 depending on layout.
   * Children’s parties and home schooling are allowed up to a maximum of 21 including children **and** attending Adults. Wakes and Weddings are also allowed up to 21 people in line with Government guidelines and rules on face coverings (above).
   * Use as a Polling station – FBC would provide their own assessment.

Activities not suitable

* + Band Practice and any other loud activity.
  + Dancing, singing and any similar robust exercise due to the extra and radial spread of the breath/virus and loudness of activity
  + Moviola, TVT Village meetings and other large gatherings over 30 people.

These instructions will be revised whenever they are affected by new Government guidelines.