**Catworth Village Hall Special Conditions of Hire during COVID-19 (amended)**

**Note: These conditions are supplemental to the hall’s ordinary conditions of hire.**

**SC1:** The hirer is responsible for ensuring those attending the activity or event comply with the modified COVID-19 Secure Guidelines on entering and occupying the hall, in particular using the hand sanitiser supplied when entering the hall and after using tissues.

**SC2**: You undertake to comply with the actions identified in the hall’s Covid risk assessment, of which you have been provided with a copy.

**SC3:** You are responsible for cleaning door handles, light switches, window catches, equipment, toilet handles and seats, wash basins and all surfaces likely to have been used during your period of hire. We request you wipe door handles and push plates on leaving.

**SC4:** You will make sure everyone attending 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 7 days. If they develop symptoms within 7 days of visiting the premises use the Test, Track and Trace system to alert other contacts. Please advise Catworth Village Hall Booking Secretary. We suggest you keep contact details for your group members.

**SC5:** You will keep the premises well ventilated throughout your hire, with windows and doors open as far as convenient. You will be responsible for ensuring they are all securely closed on leaving.

**SC6**: You will take particular care to ensure that appropriate distancing is maintained for any persons aged 70 or over or likely to be clinically more vulnerable to COVID-19.

**SC7**: You will position furniture or the arrangement of the room as far as possible to facilitate people seating side by side, with at least one empty space between each person. If tables are being used, you will place them so as to maintain an enhanced distance across the table.

**SC8:** We will have the right to close the hall if there are safety concerns relating to COVID-19, for example, if thorough cleansing is required or if Special Hiring Conditionsve are not being complied with, or in the event public buildings are 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**: If someone becomes unwell with suspected Covid-19 symptoms while at the hall, help them outside and provide tissues, a plastic bag, and a bowl of warm soapy water for handwashing. Ask others in your group to provide contact details if you do not have them and then leave the premises, using the hand sanitiser, and advise them to launder their clothes when they arrive home. Inform the hall booking secretary immediately.