Sept 2020

**LEYTON CROSS SOCIAL CLUB**

**REGULATIONS DURING CURRENT COVID19 PANDEMIC**

**WE ARE THRILLED THAT YOU WANT TO RETURN TO THE CLUB AND ARE DOING ALL IN OUR POWER TO MAKE SURE THIS IS BOTH A SAFE AND ENJOYABLE RETURN. PEOPLE’S HEALTH AND WELL BEING ARE OF PARAMOUNT IMPORTANCE TO US.**

**WE HAVE HADE TO MAKE A FEW AMENDMENTS AND NEED TO STIPULATE A FEW NEW RULES TO COMPLY WITH GOVERNMENT GUIDELINES. AS SUCH WE WOULD ASK YOU TO READ THE FOLLOWING AND THEN SIGN BELOW BEFORE RETURNING.**

1. Nobody should enter the premises if they feel unwell. If somebody falls ill at the club or after they return home, you must inform the Chair of the Committee immediately (tel: 07742101056) so that relevant steps can be taken.
2. Masks are mandatory
3. The maximum number of people permitted in the hall is circa 40, provided you are able to maintain social distancing in accordance with government guidelines.
4. Please ensure people remember to socially distance at all times.
5. There will be no access to the kitchen unless agreed prior to the letting.
6. There will be no access to our storage cupboard at the back of the hall. Please let us know prior to your event how many tables and chairs you would like left out for you.
7. Everyone entering the club should do so by the main door only and should use the hand sanitiser on entry.
8. You will need to use the QR code provided, or sign a book on entry with time, date, your name and telephone contact number for every individual unless you take responsibility for your whole group. Exit time needs to be added at the end. This is to enable track and trace.
9. People should be encouraged to leave their coats in their cars
10. Hand sanitisers should be provided by you for your group to use regularly.
11. Background music can be played.
12. If going out for a cigarette use the back door and walk round to the area outside the bar door. Re-entry by main front doors.
13. Where possible, doors and windows are to be opened to allow adequate ventilation. Please ensure they are all closed when you leave.
14. If your group has agreed to have use of the toilets, only 1 person is allowed at a time to maintain social distancing. Please follow instructions on toilet doors.
15. Please disinfect everything you use before you leave
16. People must arrive promptly at a class/group time and leave as soon as it has finished.
17. All rubbish to be taken home with you

Having read the above, which I fully understand, I am happy to take full responsibility for my group by complying with the new rules and ensuring they are safe and well during classes by insisting they maintain social distancing and keep washing or sanitising their hands whilst at the club.

Signed…………………………………………………………………. Dated ………………………………………………….

Name …………………………………………………………………Tel No………………………………………………………..

On behalf of ………………………………………………………………………………………………………………………..

I will/will not (please delete as appropriate) take responsibility for my whole group in the event of track and trace being implemented.