

## *DRAFT SAFETY ADVICE CERTIFICATE*

### **PLEASE HELP TO KEEP USERS OF THE MEON HALL SAFE AGAINST COVID-19**

**You must not enter if you or anyone in your household has COVID-19 symptoms. If you develop COVID-19 symptoms within 7 days of visiting these premises you must alert "Test, Track and Trace". Tell the organiser of the activity you attended that you have the symptoms.**

#### **Take these actions :**

- **Maintain 1 metres social distancing as far as possible**
- **Use the hand sanitisers provided** on entering the premises. Clean your hands often. Soap and paper towels are provided in the Foyer toilets.
- **Avoid touching your face, nose, or eyes.** Clean your hands if you do.
- **"Catch it, Bin it, Kill it".** Tissues should be disposed of in one of the marked pedal bins provided. Then wash your hands.

**Check that the organisers of your activity have cleaned door handles, tables, other equipment, sinks and surfaces before you arrived.** Keep these areas clean. The Hall Committee cannot clean all surfaces in the rooms at The Meon Hall between each hire.

**Take turns to use confined spaces such as the Foyer, the Kitchen, and toilet areas.** Standing or sitting next to someone is lower risk than opposite them. Briefly passing another person in a confined space is low risk.

**Keep the hall well ventilated.** Please close doors and windows on leaving.

6 July 2020

James Morrice  
Trustee  
On behalf of the Meon Hall Management Committee