



POLICY FOR ALL VISITORS TO CHAPEL PARK COMMUNITY CENTRE

To enable us to re-open we have conducted a risk assessment and have introduced a number of measures to reduce the risk of catching or spreading Covid-19. The Centre is open to all members of the community, some of whom have a higher risk of contracting the virus and becoming seriously ill, so it is really important that these measures are followed to stay as safe as possible and to enable the Centre to stay open.

We are aware that there are people with different opinions on the level of risk and the need for rules but ask you to be considerate of our need to introduce the following instructions and to be kind and respectful of the views of others please.

1. Please do not come into the Centre if you have any symptoms which might be Covid related, such as a raised temperature, cold symptoms including a persistent cough, and any loss of taste or smell.
2. Please bring in a mask, as Government guidance requires that they are worn at all times in Community Centres, unless you are medically exempt – in which case please let Joanna, the Centre Manager, know when you arrive.
3. On arrival please respect social distancing rules, which might involve queuing outside for a short time if necessary and staying 2 metres apart from others when inside.
4. Please use the sanitiser in the reception area on arrival.
5. When coming in to use the IT Café you will need to confirm your name and contact number before logging onto one of the labelled PCs.
6. Only one person can use the toilet at any one time and we have introduced an 'in use' notice system. Clear information is displayed at the Centre.
7. Whilst classes are taking place, anyone using the IT Café area must use the church toilet upstairs. Please come into the office when you need the key.
8. For now we won't be providing refreshments at the Centre.
9. We have a commitment to cleaning between uses at the Centre and this policy, along with others regarding hygiene are displayed at the Centre.
10. When attending classes, we have introduced a one-way system when arriving and leaving to avoid pinch points at doorways and have floor markings and guidelines for you to follow. Joanna, the Centre Manager, will forward the Attending Classes at CPCC to all attendees prior to any classes starting.
11. **If you test positive after visiting the Centre please notify us straight away, so we can contact everyone we need to and can take all necessary safety measures**

We will review our Visitors Policy regularly and will make changes in line with any Government advice.

We are sorry about the prescriptive nature of these instructions but hope you understand. Stay well 😊