

Community Centres – Additional social distancing guidelines

ALL groups MUST adhere to the additional guidelines detailed below;

- Only attend if you are fit and healthy;
- Only attend if you and anyone in your household are not showing and COVID-19 symptoms;
- Children over 12 and adults **MUST** wear face coverings when entering the community centre;
- Masks / face coverings are **MANDATORY** in foyer and corridor areas unless covered under a 'reasonable excuse';
- On arrival adhere to directional and social distancing signage;
- Hand sanitiser will be provided in foyer areas and at entrances to rooms and halls;
- Ensure you use hand sanitiser provided;
- All user groups **MUST** maintain good hygiene;
- Social distancing guidance **MUST** be adhered to at **ALL** times;
- Groups **MUST** adhere to any governing body guidance;
- Groups **MUST** submit a risk assessment for the activity they are taking part in the centre;
- All children **MUST** be included in numbers attending group;
- The person responsible for the booking is asked to sign the centre track and trace records when arriving at the centre;
- The appointed COVID coordinator **MUST** retain Track and Trace records for all sessions for their allocated groups for 21 days and be the first point of contact for NHS Scotland Test & Protect in the event of any reported positive tests;
- Groups **MUST** adhere to arrival and finish times detailed above, do not arrive early and please leave promptly;
- To maintain social distancing parents and carers are not allowed to wait in foyer or corridor areas, please ensure parents and carers are advised to remain in their car or drop off and collect their children;
- Please let any groups using the room / hall before your booking vacate the room;
- The caretaker **MUST** be allowed time to sanitise tables, chairs and hand contact zones before you enter the area;
- When accessing corridors areas, foyers, toilets please adhere to social distancing guidance;
- If the corridor or foyer is busy, please remain in the hall or room until such time as social distancing can be maintained;
- Access to toilet facilities is restricted to **"One at a time"**;
- Children **MUST** be supervised when accessing toilet facilities;
- Kitchen facilities and not available at this time;
- Groups are responsible for sanitising their own equipment;
- Groups must not share resources;

Please communicate **ALL** of the above guidelines to your group members before they attend your booking.

The above guidelines will be subject to regular review and ongoing changes to reflect social distance guidance. The above guidance is in addition to the existing conditions of let.

Failure to comply with the above and conditions of let may result in the cancellation of your booking.