

# **Rules and Regulations regarding the use of Bullionfield Hall**

## **SCIO , charity registered Scotland SC047309 with in new**

### **Government guidelines 2020**

1. Each Regular hall user ( The person who the booking is under) is responsible to do their own risk assessments set out to them by their own organisations.
2. The person who's name the booking is under is responsible for providing hand sanitizer and disinfected wipes, at every class.
3. The hall user is responsible for sanitising after every class, kitchen if kitchen was used, any chairs that are used, all door handles and toilets to be wiped down.
4. Any classes that children are attending we ask that instructor/coaches/teachers to meet the children at the door to stop the overflow of people traffic through the hall. Again we ask that the children are again collected at the door when class is finished.
5. Please can we ask that everyone has a Test and Protect procedure put in place and to make sure it is kept up to date at all times. It is very important that at anytime you have been informed of anyone on your Test and Protect report has tested positive or been in contact with anyone that has tested positive that you inform us ASAP.
6. We are offering 2 hours for £20.00 if two classes are needed to help cover everyone. The 2 hours are if you are needing back to back classes. these bookings will be offered if there is space available. Please contact me if these are needed so we can arrangements for these bookings. This offer will run till end of 2020.
7. Please make sure you are catering and allowing breaks between classes to give you time to make sure you are sanitizing all areas, door handles and any items that were used in the hall, together with making sure that the 2m social distancing guideline is followed.
8. Can we ask that anyone over age of 12 wears facemasks and adhere to 2m Social distancing guidelines while entering and exiting the hall.
9. We can also offer a one way system if needs be by using the fire exit door. Please let me know if this is needed so all actions are put in place before the system can be use.
10. There will be notices on walls and notice board regarding keeping the 2m social distancing guidelines please make sure that everyone that attends you class is notified and follows all guidelines put in place.
11. Can we ask that the front door is closed at all times to stop anyone entering the hall that is not attending your class.

**12. Please make sure that anyone that shows any sign of any symptoms of covid-19 or are unwell that they follow all guidelines and stay at home and self- isolate.**