

Covid-19 Rules and Guidance for Users of Upper and Lower Rooms and Main Hall of Buxton Methodist Church

These notes are intended for persons or groups hiring church premises.

Buxton Methodist Church will ensure that the rooms to be hired, access areas and toilets are cleaned before use, particularly contact points (handrails, handles and other hard surfaces).

We would encourage users of the premises to continue to wear masks. This remains the recommendation for public indoor places.

Group organisers will be required to:-

1. Maintain a register of attendees, should that be required for future contact tracing by NHS Test and Trace. This record to be maintained by the hirer for 21 days.
2. Make their own assessment of the maximum number of attendees for safe distancing, with respect to their planned activity. **This should not exceed the normal maximum permitted capacities stated below.***
3. Make attendees aware that they are responsible for maintaining any required social distance, whilst on church premises.
4. The church provides hand gel for activities run by the church, but hirers are expected to provide hand gel for the number of participants they are expecting for the activities they are organising.
5. Follow any future changes in guidance from UK government to protect themselves from transmission of Covid-19.
6. Ensure that attendees respect the length and timing of the hire period, to limit potential contact with other groups and facilitate cleaning.
7. Please leave windows and doors open whenever possible to increase ventilation in your hired room.

Use of Upper Room

Entrance to the building will be through the upper side entrance on Chapel St and then via the staircase into the upper room.

The recommended maximum number of persons for social distancing in this room is **16 + 1** group organiser / leader.

However, the hirer may exceed this number up to a **maximum of 30** if in their own judgement this number would be safe for the type of activity being undertaken.*

Toilet Facilities for Upper Room

There is a single unisex toilet on this level. No other toilet facilities will be available.

Kitchen Facilities for Upper Room

The integral kitchen facilities should not be used. Attendees should be encouraged to bring drinks or other refreshments, with them for their personal consumption, to reduce the risk of transmission. Hot water may be available by prior arrangement, but please bring your own cups.

Use of Main Hall

Entrance to the building will be through the lower side entrance on Chapel St.

The maximum number of persons is as follows:-

Meetings/training: **30 + 1** group organiser/leader with social distancing -but maximum permitted capacity of **100 normally***

Exercise classes: **20 + 1** group organiser/leader

Use of Lower Room

Entrance to the building will be through the lower side entrance on Chapel St.

The maximum number of persons is as follows:-

Meetings /training: **12+1** group organiser /leader with social distancing but maximum permitted capacity of **30 normally***

Kitchen Facilities for Main Hall and Lower Room

To facilitate adequate cleaning, the kitchen is not open to outside hirers unless they have specifically arranged to hire it.

Hirers can make arrangements for fresh or hot water to be available in their room (please bring your own cups), but generally attendees are encouraged bring drinks with them, for their personal consumption, to reduce transmission risk.