

Special Conditions of Hire during COVID-19

Note: These conditions are supplemental to, not a replacement for, The Ark's ordinary Conditions of Hire.

SC1:

You, the hirer, will be responsible for ensuring those attending your activity or event comply with the COVID-19 Secure Guidelines while entering and occupying the hall, as shown on the attached risk assessment and various posters displayed in the building.

SC2:

You will make sure that everyone likely to attend your activity or event understands that they **MUST NOT DO SO** if they or anyone in their household has had COVID-19 symptoms in the last 10 days, if they have tested positive on a PCR or lateral flow test, or if they have been asked to isolate by NHS Test and Trace.

SC3:

You will keep the premises well ventilated throughout your hire, with doors open as far as convenient. You will be responsible for ensuring they are all securely closed on leaving.

SC4:

We will have the right to close the hall if there are safety concerns relating to COVID-19, for example, if someone who has attended the hall develops symptoms and thorough cleansing is required or if it is reported that the Special Hiring Conditions above are not being complied with, whether by you or by other hirers, or in the event that public buildings are asked or required to close again. If this is necessary, we will do our best to inform you promptly and you will not be charged for this hire.

SC5:

In the event of someone becoming unwell with suspected Covid-19 symptoms while at the hall you should remove them to the designated safe area which is the men's downstairs changing room. Provide tissues and a bin or plastic bag, and a bowl of warm soapy water for handwashing. Ask others in your group to provide contact details if you do not have them and then leave the premises, observing the usual hand sanitising and social distancing precautions, and advise them to launder their clothes when they arrive home. Inform the office immediately.