



WELCOME TO COTTENHAM COMMUNITY CENTRE

PLEASE HELP KEEP THIS BUILDING COVID-19 SECURE

1. **You must not enter if you or anyone in your household has any COVID-19 symptoms.**
2. **NHS COVID-19 App users may scan (check-in)** as they enter. **Alternatively, you may supply your name and a contact number** to our Coffee Shop staff or to the organiser of your activity. Names and contact numbers will be passed to NHS Test and Trace should they request it.
3. **Maintain social distancing as far as possible.** Follow all signage in-relation to distancing and direction of movement through the premises. Tables in the Coffee Shop are arranged to enable safe distancing.
4. **Use the hand sanitiser provided** on entering the premises. Clean your hands often.
5. **Wearing of a face covering is recommended** unless taking part in an activity to which an exemption applies. **Face Coverings may be removed once you are sat down at your table in the Coffee Shop.**
6. **Avoid touching your face, nose, or eyes.** Clean your hands if you do.
7. **“Catch it, Bin it, Kill it”.** Tissues should be disposed of into one of the waste bins provided. Then wash your hands.
8. If taking part in an organised activity, **check the organisers have cleaned touchpoints (eg. door handles & switches/controls) and surfaces before your arrival.** Help to keep these areas clean. CCC cannot clean all touchpoints and surfaces between each hire. Organisers will also take responsibility to keep their activity space well ventilated.
9. **Respect others; take turns to use confined spaces such as corridors.** Standing or sitting next to someone is lower risk than opposite them. Briefly passing another person in a confined space is considered low risk.

CCC Trustees, July 2021