



## **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. Wearing of a face covering is REQUIRED (Government winter PLAN B) in all of our hired spaces and when moving about the Community Centre.** Face coverings may be removed during exercise, during singing (as part of a choir or similar) and while eating or drinking – for example once you are sat down at your table in the Coffee Shop. Age, health or disability reasons for exemption are recognised.
- 3. 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.
- 4. 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.
- 5. Use the hand sanitiser provided** on entering the premises. Clean your hands often.
- 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.