



The Pirate Castle

Covid-19: Guidelines for Hall Users

Although the majority of mandated Covid-19 restrictions have been lifted, our priority remains the health and wellbeing of our participants, staff and volunteers. We are therefore committed to ensuring that Pirate Castle activities take place in as safe an environment as is possible and that we all continue to help suppress the spread of the Covid-19 virus. We will continue to take all reasonable precautions against the Covid-19 virus and act in accordance with our Duty of Care to all concerned at all times. We will also continue to act in accordance with any relevant legislation and government guidance. However, risk of Covid-19 transmission cannot be completely eradicated, and so activities undertaken at The Pirate Castle is at participants' own risk.

As a condition of entry to The Pirate Castle and access to the halls all participants must adhere to the following guidelines at all times whilst on the premises and during all activities:

General

- Anyone (or anyone in their household) diagnosed with Covid-19 or displaying any Covid-19 symptoms within the 14 days prior to their booking (a new, continuous cough; a high temperature (37.8C or above); a loss of, or change in, your normal sense of taste or smell), along with anyone from their household, **must not attend** The Pirate Castle.
- Anyone who has been told to self-isolate, or anyone living in the same household as someone self-isolating, **must not attend** The Pirate Castle.
- Anyone identified as clinically extremely vulnerable to Covid-19 should consider taking extra precautions to protect themselves. Guidance for people identified as clinically extremely vulnerable can be found on the [Government website](#).
- All participants must follow the instructions of The Pirate Castle staff and activity/session leads at all times. The Pirate Castle reserves the right to cease all activity and end hall sessions if guidelines are continually infringed.
- Due to the uncertain nature of the Covid-19 pandemic, we reserve the right to cancel or reschedule your booking at any time if, for example, new Government restrictions or a case of Covid-19 occurring at The Pirate Castle cause us to cease activities. Refunds or rescheduled sessions will be given for any cancellations.

Physical (social) distancing

- The government guidance now states: "*You will not need to stay 2 metres apart from people you do not live with. However, in order to minimise risk at a time of high prevalence, you should limit the close contact you have with those you do not usually live with.*" This means that it is participants' own choice as to whether they maintain physical distancing from each other, however distancing is still recommended. If maintaining physical distancing, this should be 2m from each other or, where not possible, 1m + additional mitigations such as face coverings, facing away from others and regular hand sanitising. **However, participants must maintain physical distancing from Pirate Castle staff, volunteers and any other groups on the premises at all times.**



Arrival/departure

- On arrival, all participants must remain outside The Pirate Castle until let in by a member of staff. **We respectfully request that participants remain at a 2m distance from people they do not live with whilst waiting outside.**
- Participants will only be let in at the time of their booking and not before.
- Anyone displaying any symptoms of Covid-19 on arrival, along with anyone they have been in close contact with from the group, will not be permitted to enter the building or participate. **Temperature checks will remain in place on arrival.**
- On entry, participants must sanitise their hands. Hand sanitiser is available throughout The Pirate Castle.
- **Unless exempt or under 11 years of age, face masks/coverings must be worn when inside the public areas of the building.** It is at participants' discretion as to whether they wear face masks/coverings once inside the hall, however coverings must be worn when outside the hall itself.
- **Test & Trace:** although no longer a legal requirement, we will continue to comply with NHS Test & Trace. We collect group leaders' names and contact details on our online consent/acceptance forms and record booking dates and times on our booking system. We also have the NHS Test & Trace app QR code on display and a GDPR-compliant sign-in/out book in the entrance lobby which **any visitors or participants for whom, for any reason, we or the group leads do not have contact details must use/complete.**
- Participants should continue to follow the one-way system and maintain 2m physical distancing from anyone they do not live with when outside the hall itself. The one-way system and distancing markers are clearly signed throughout the building. It is at the group lead/participants discretion regarding distancing when inside the hall.
- All participants must leave the building at the end of their session and no one will be able to wait inside for collection.

Hygiene

- Participants should regularly wash or sanitise their hands. Hand sanitiser is available on-site at the main entrance and in the Main Hall, and hand soap and water is available in the WCs.
- Participants should avoid touching their faces after touching any surface and sanitise their hands if any surfaces have been touched.
- WCs will be available, however only one person can enter each WC area at any time.
- All points touched inside WCs, including the toilet seat, taps, door handles, should be wiped down with sanitising wipes before and after use. Sanitising wipes are available in each WC and should be disposed of in the Covid-19 specific bins provided in each WC.
- Participants should use a tissue or disposable hand towel (available in the hall and WCs) to cough or sneeze into, and then dispose of the tissue or paper hand towel in the Covid-19 specific bins provided on site. Where this is not possible, participants should cough or sneeze into their inner elbow. Hands should be washed or sanitised as soon as possible after coughing or sneezing.