



### **\*\*\* COVID - 19 RISK ASSESSMENT KEY POINTS \*\*\***

#### **Visitors to Ifield SMILE**

- Clear signage is displayed, promoting social distancing and good hygiene practice. Maximum occupancy signs are shown on the door of each room.
- The Conference Room is available for up to 30 people. However, when training is taking place, this is for a maximum of 20 delegates (plus 1 or 2 trainers).
- A CO2 Monitor is in place in the conference in order that air quality can be closely observed.
- There will be ventilation breaks throughout the duration of the meeting/training session. (Please bring warm clothing.)
- Resources are available to wipe surfaces before and after use.
- All Smile users may wear a face covering.
- Self-service tea and coffee will be available at training. We ask that you bring your own lunch (for full day courses).
- Car parking is available in the surrounding roads.
- If you are feeling unwell or demonstrating any symptoms please do not attend.
- The course/session leader is required to ensure guidelines are implemented

Please do not hesitate to contact the STLS District Lead if you have any questions.

*Thank you for your co-operation*