

# St Mary`s Bay Village Hall

Jefferstone Lane, St Mary`s Bay  
Romney Marsh, Kent, TN29 0SW

## Covid-19 Reopening after Lockdown

### Re-opening – information – guidance

Now that the lockdown restrictions have been eased the Village Hall Management Committee have decided to reopen the village hall. It will be doing this in stages; however, it is recognised this may cause some concern to some sections of the community, so the management committee have decided to make public its Re-Opening Risk Assessment and associated documents.

The Covid 19 Risk Assessment for reopening St Mary`s Bay Village Hall will be published on the village halls website and will be sent to all current organisations and users of the hall.

The risk assessment comprises the content of the document and also the following list of attachments

1. Appendix 1. - NHS Track and Trace Register
2. Appendix 2. - Notes on Cleaning of the Hall and Hygiene on Re-opening
3. Appendix 3. - Covid 19 Treatment Plan
4. Appendix 4. - Covid 19 First Aid Box
5. Appendix 5. – Village Hall Hire Agreement
6. Appendix 6. – Special Conditions of Hire during COVID 19
7. Appendix 7. – Help keep this Hall Covid Safe Poster for Hirers
8. Appendix 8. – Hirers Covid 19 Risk Assessment
9. Appendix 9.– Covid-19 Secure Poster for Village Hall

**Please note:** The Village Hall Management Committee have also appointed a Covid 19 Co-ordinator from amongst themselves and have a Covid 19 protocol in place including a response team, comprising of paid cleaning staff and others who can respond to emergencies. The Village Hall Covid Co-ordinator will also inform and liaise with Sty Mary in the Marsh Parish Council in the event of NHS track and Trace having to be activated.

The Risk Assessment was completed by Tony Cooper in consultation with village hall staff and the members of the village hall management committee. It was approved by the committee for publication from 22 August 2020.

#### **Clarification about the use of Face Coverings, exemptions etc in the Village Hall**

It should be noted that St Maary`s Bay Village Hall is a Relevant Place defined by ***The Health Protection (Coronavirus, Wearing of Face Coverings in a Relevant Place) (England) Regulations 2020*** and hirers, users and the public are reminded of their obligations under the above legislation to wear a face covering upon entering, using and leaving the premises subject to exemption or otherwise having a reasonable excuse not to do so.

It may be helpful to explain in the context of the coronavirus (COVID-19) outbreak, a face covering is something which safely covers the nose and mouth. It is not limited to a reusable or single-use face covering, it may also include the use a scarf, bandana, religious garment or hand-made cloth covering but these must securely fit round the side of the face.

#### **When a face covering is not required**

It should be noted the requirement to wear a face covering whilst entering or remaining within the village hall, as a relevant place, does not apply to certain people and this includes (but is not limited to): (a) children under the age of 11; or (b) people who cannot put on, wear or remove a face covering because of a physical or mental illness or impairment, or disability; or (c) employees of indoor settings (or people acting on their behalf, such as someone leading part of a prayer service) - although employers may consider their use where appropriate and where other mitigations are not in place, in line with COVID-19 Secure guidelines; or (d) where putting on, wearing or removing a face covering will cause you severe

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distress; or, (e) if you are speaking to or providing assistance to someone who relies on lip reading, clear sound or facial expressions to communicate; or, (f) to avoid harm or injury, or the risk of harm or injury, to yourself or others - including if it would negatively impact on your ability to exercise or participate in a strenuous activity

There are also scenarios when you are permitted to remove a face covering, for example, if asked to do so for identification purposes including age identification medical purposes and when buying age restricted products; if asked to do so for age identification purposes including when buying age restricted products such as, for example, alcohol; in order to take medication; if you are the persons getting married in a relevant place; or, if you are undertaking exercise or an activity and it would negatively impact your ability to do so.

So please be mindful and respectful of such circumstances, noting that some people are less able to wear face coverings, and that the reasons for this may not be visible to others. Bearing in mind also the governments guidance You should also wear a face covering in any indoor places where social distancing may be difficult and where you will meet people you do not normally meet.

All hirers and users of the village hall and its facilities are reminded of the above guidance, which is liable to change daily without notice. Hirers will also be asked to complete a risk assessment before their booking is confirmed. They are asked to please be aware that the wearing of face coverings is to prevent the spread of the Coronavirus and their risk assessments should determine, given the level of physical activity, if it is advisable for health reasons for the people involved with the activity to wear them or not.

Please get in touch if anything is not clear or you need assistance with completing a risk assessment as part of the boking process.

The Village Hall Committee