

Colne Community Hall

Appendix D

Management of Social Distancing at Community Facilities and Activities A Risk Based approach

Following the end of lockdown community groups need to know whether or not they can once again use community facilities to hold their usual – or a version of their usual – activities and, if so, what conditions may be appropriate so as to reduce the risk of spreading infection and address fear.

The following takes a risk-based approach to a complex situation, bearing in mind: the hundreds of different kinds of organised activities which take place in or around village and community halls and playing fields; the important need to address isolation, loneliness and mental health issues and take advantage of the warmer summer months; the needs of families with young people; the need to enable people to remain fit and healthy; and the need for people who normally earn a living around community facilities to do so.

This note cannot cover every situation and is intended only as a guide to help halls draw up their own policy towards accepting bookings, so that the Booking Secretary knows how to respond to requests. The following points should be considered in risk assessing each potential hirer:

- Can attendance at indoor activities be limited to the capacity figures the hall sets to comply with social distancing? (E.g. a maximum of one quarter of the usual seating or standing capacity set for fire evacuation purposes). Will either numbers be limited, people seated in small groups, or side to side or contacts available, to limit spread and enable tracing in the event of an outbreak? What arrangements would be made if more people attend than the room has capacity for? (For example: A Pilates teacher will have a register and able to arrange a rota if needed. A seated activity might place seniors in groups of say 6. A meeting which usually takes place in a committee room may be moved to a larger space to allow social distancing).
- The likely age of those attending. If 70 or over, can arrangements be made to ensure social distancing **throughout** their use of the premises, including when using toilets.
- Are the organisers willing to clean regularly used surfaces before the event, while it takes place and before leaving?
- Will very young children be attending, who would find social distancing difficult, or babies who would remain in buggies or with their parents?
- It may be possible to hold some activities outdoors over summer. If so, what arrangements will be made in the event of rain or a cold snap?
- Will other organisations be using the premises at the same time? If so, what arrangements will be made to avoid contact between the different groups e.g. staggered start/finish times, Occupied/vacant signage for toilets?
- Guidance is likely to be issued by other organisations e.g. by DCMS for indoor exercise. The older age profile and difficulty 2m social distancing at tables may lead the English Bridge Union to advise Bridge Clubs against re-opening for a period.
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Low Risk

- **Activities which provide essential services, already permitted:** e.g. Pre-schools, food and medicine distribution, community shops, making PPE, Pop-Up COVID-19 testing.
- **Maintenance and other forms of employment:** e.g. Fire Safety and Risk Assessments, maintenance and caretaking, Building work, Parish Council, or other office.
- **Activities held indoors where smaller numbers of people attend:** For example: yoga or Pilates classes where clients are well spaced, seated activities and meetings held in a large hall such as ordinary Parish Council meetings (when small numbers of the public are expected), art classes, history group. Band practice for small bands. Indoor sports where participants are well spaced badminton, table tennis, and indoor bowls.

Medium Risk (requiring more careful management)

- **Small events providing catering:** e.g. funeral teas, coffee mornings or pop-up café where seating can be out of doors and/or well-spaced. Occasional lunches for limited numbers of older people who can be seated well apart. NB Special arrangements should be made for vulnerable people in the shielding category who wish to attend, to enable participation and avoid their continued isolation.
- **Events for children and young people:** e.g. small organised activities where equipment can easily be cleaned, participants can be well spaced and/or children largely attend the same school, e.g. cubs, parent and toddler activities, small youth clubs, railway modelling club, Sunday school, summer holiday playschemes, picnics or BBQs in outdoor areas.
- **Medium sized indoor activities and those involving active movement:** e.g. larger band practice (with wind instruments positioned away from other players); events with a seated but separated audience such as bingo, film or performances; dog training, dancing classes, Zumba.
- **Public consultation events:** A one-way system can be created, handouts provided at the end rather than at the beginning, someone should take names (for test, track and trace) so attendees do not share a pen and limit numbers.

High Risk:

Only permitted in accordance with Government advice, when issued:

Events with closely seated audiences, parties (including indoor children's birthday parties), wedding receptions, large numbers, sports involving bodily contact (e.g. football matches), choirs (where dispersal of droplets may occur), use of play equipment, cafes, bars, dining areas.