

## Salford Village Hall Safe Re-opening Policy & Plan

### Current status

In light of the developing COVID-19 pandemic, Salford Village Hall (SVH) Committee closed the hall in accordance with government requirements and guidelines. The hall remains closed, but we have been developing plans and policies for safe re-opening. This document outlines our current position and will be updated regularly as required.

### Policy

We are a community facility and believe that we should re-open the Hall as soon as possible to as many users from within and outside the village. A number of our regular groups have expressed interest in resuming, but we can only do this where it is practical and in line with government regulations and Action with Communities in Rural England (ACRE) guidance provided to us by Community First Oxfordshire (CFO).

### Key points from current ACRE guidance (via CFO) (dated 20/07/20)

- Village Halls are able to allow their halls to open to the following groups:
  - Parish Council meetings,
  - Activities held indoors where smaller numbers of people attend (namely: seated activities, meetings such as art classes),
  - Indoor sport, exercise and dancing classes, provided these are held in accordance with government guidelines (see conditions below).

### Conditions

Government regulations and ACRE/CFO guidelines require special conditions that apply to the use of community halls. Details of these can be found at [Community First Oxon](#). Some key points from those as they would apply to **Salford Village Hall** are summarised below:

- All events at SVH are limited to 22 people in total,
  - Exercise events at SVH are capped at 12 attendees and 1 instructor, but we may require lower or allow slightly larger numbers depending on the activity and as guided by the relevant professional body as well as the organiser's insurance,
  - Sport and exercise should take place in accordance with guidance to deal with COVID-19 risks issued by the relevant governing body for the sport or activity,
  - Sharing of equipment should be avoided, but where unavoidable should be sanitized between users,
  - Social distancing (2m) must be maintained throughout in accordance with government and professional body guidelines for that type of activity,
  - Windows and doors must remain open throughout the event,
  - Organisers must clean used surfaces at the beginning and end of the event,
  - Organisers of events must make sure they are fully aware of conditions and restrictions that apply to their activity and ensure that these are followed by their attendees.
  - Instructors running classes in several venues must take particular care to avoid the risk of transmission from one class **or** venue to another.
- Village Halls are currently **NOT permitted** to open for the following purposes:
    - Sports involving bodily contact (e.g. martial arts)
    - Singing (including choir practice, congregations, and live performance)
    - Amateur performance or rehearsals using woodwind or brass instruments
    - Dances & Discos, including loud music and the encouragement of impromptu dancing.

### **Proposed Re-opening Plan**

In light of this guidance, to ensure the Hall can be safely re-opened for everyone, the SVH Cttee propose a two-staged re-opening of the Hall as follows:

- Initial re-opening to regular group hirers for permitted activities within the conditions given above from 03/08/20
- Full re-opening for permitted activities to private parties from 31/08/20

Key measures already in place to enable 03/08/20 initial opening:

- COVID19-specific SVH Risk Assessment and special conditions of hire updated. Organisers of events must read these prior to hire and, where appropriate, incorporate into their own Risk Assessment,
- Hand sanitiser at each entrance,
- A thorough clean of the hall before re-opening and an enhanced cleaning schedule in place,
- Guidance to hirers on key cleaning to be completed before and after use,
- Provision of cleaning materials in the toilets for individual use,
- Limits on the number of people allowed in each area of the hall,
- Designated area if anyone becomes ill with Covid19 symptoms whilst attending an activity,
- Special COVID19 first aid box with PPE,
- Signage to encouraging users to wash hands and maintain social distancing.

Additional Key measures may be required prior to the full 31/8/20 re-opening (assuming this is allowed) for private celebration events. We will be guided by advice on 'permitted groups that require more careful management'.

We will communicate our policy & plan via the SVH website (CA) and keep Salford Parish Council briefed.

We will continue to review government regulations and guidance from ACRE/CFO about permitted and non-permitted activities and update our plans accordingly. This document will be reviewed regularly, at least the 1<sup>st</sup> of each month, and updated as appropriate.

Plan developed by the re-opening plan sub-committee and approved by all SVH Committee members 25/7/20