**STOKE MANDEVILLE COMMUNITY CENTRE**

**REVIEW CRITERIA LEADING UP TO THE REVISION OF THE  
COVID-19 SPECIAL CONDITIONS OF HIRE Version 2**

**dated 21st September 2021**

Following the identification of the Delta variant and the lifting of all mandatory regulations by the Government (roadmap step 4) our governing body has recommended that all Community Centre’s review their procedures with regards to the ever increasing numbers of the community seeking to host activities or events with large numbers of attendees.

The lifting of the Governments mandatory numbers and regulations has transferred the responsibility for setting safe working practices onto the trustees.

As you can imagine each Centre has different size rooms and configurations and I have tried to apply the Government advisory recommendations to suit our particular environment.

I trust that the logic of the changes listed below assist you in understanding your responsibilities as the Group Leader with sufficient data to decide whether you wish to continue to hire our facility.

**Social Distancing.**

The need for social distancing remains for the following reasons:-

* Not all the population have agreed to be double vaccinated. However, the actual numbers are slowly rising helped by the plan to vaccinate 12 to 16 year olds and the introduction of the booster vaccination along with the offer of the flu jab.
* The vulnerable members of our society whilst double vaccinated still feel vulnerable at large gatherings consisting of varying numbers of households as they do not know whether these groups have been double vaccinated or are a-systematic and could be a COVID-19 carrier.
* Unfortunately a large number of the vulnerable have pre existing medical conditions which further adds to their anxieties.
* A one way system is recommended when entering or exiting pinch points like the foyer, kitchens and toilets.

**Application of the advisory recommendations.**

The Trustees have been asked to determine the actual numbers of attendees they feel comfortable with attending a function by room based on the square meterage of the room and the pinch points where 2m distancing is possibly compromised.

**Main Hall.**

The Main Hall whilst large does not permit a one way system other than entering and exiting the hall at the beginning and end of the hire.The actual hall with regards to the above pinch points and the configuration of the furniture has limitations. Therefore, a maximum number of attendees has been set at **84** to accommodate the many permutations of activities requested. However, you will see by the COVID-19 Special conditions of hire the actual clauses deemed necessary to comply. Another clause to reduce the transmission by the aerosol effect of the virus is listed which comes both under the social distancing and general requirements ie opening the windows and doors. This has proven effective during the summer period but the Trustees have concerns that hirers during the approaching winter period will be less inclined to comply with this clause.

**Park Room.**

The Park Room is much smaller and whilst self contained the layout for complying with 2m distancing is more complicated. The pinch points remain the same as the Main Hall but the configuration of the room severely restricts the number of Attendees. Therefore, a maximum number of attendees has been set at **42.** Again the Park Room has the same problem as the Main Hall with regards to the implementation of a one way system. Please see above for my comments on the aerosol transmission of the virus.

**Cleaning of frequently touched surfaces.**

The best approach to reducing the risk of transmission is to regularly wash your hands and use the sanitiser provided in both rooms. In addition it is recommended that the hirer frequently cleans regularly touched surfaces both before any one attends the activity or event and more importantly during the hire and at the end of the hire with the materials provided. Another solution is to reduce the noise levels of music etc to prevent the need to shout thus reducing the possibility of transmission.

**Collection of names, addresses and telephone numbers of all attendees.**

This requirement is very important as the Test and Trace people will require this information if any attendee shows symptoms of COVID-19 during the hire. Collection of this info can be by either the NHS QR poster found at the entrance to both rooms of if attendees do not have the app by compiling a register.

**Duration of hires.**

The Trustees have determined that the best method of controlling the virus is to

restrict the duration of large one off hires to a **maximum of one session ie 5 hours.** We feel that by doing so the Trustees have mitigated the high risk elements but still allowing members of the Community to enjoy the activity or event.

I trust that the above clarifies why the Trustees have made their decisions. However, if you still require further clarification please contact our Administrator on 01296 615458 or by E mail on [smvca@btconnect.com](mailto:smvca@btconnect.com) who will make arrangements to allay your fears.

I will if and when necessary provide updates if the situation changes in the near future.

Steve Ezra

Chairman SMVCA