

**The Trustees of Catisfield Memorial Hall are looking forward to welcoming regular users and one-off bookings from 1st September 2020.**

We are working hard to ensure that all government guidelines are being followed, to make the space as safe as possible for all users.

We have re-decorated the whole building, welcoming you back to a fresher, cleaner and brighter environment.

**To this end we have:**

* Supplied hand sanitizers in the entrance and inside the kitchen.
* Updated the cleaning routine to ensure all areas touched by users are regularly and appropriately cleaned.
* Provided plenty of hand wash and paper towels for use by all users.
* Provided disposable rubber gloves for use by all users.
* Closed the Men’s and Women’s toilets, leaving the disabled toilet for use by everyone, to assist in maintaining a clean and sanitised facility.
* Restricted the kitchen facilities to the kettle, fridge and sink only.
* Initially, until further notice, users must provide their own crockery and cutlery'
* Removed the fabric-covered chairs and replaced with plastic ones for easy cleaning.
* Provided additional smaller tables to aid social distancing.
* Provided information posters as required.
* Restricted the maximum number of people using the hall at any one time to 23, provided social distancing can be maintained.
* Provided all those booking the hall, either for a regular or a one-off event, with a COVID-19 supplementary section to their booking form.

We would like to thank all those who have already made bookings for September and hope to welcome you all back to the hall very soon.

Nick Morrish

Chairman