

Rotherfield Village Hall

COVID-19 Treatment Plan – Notice to Hirers

In the event of someone becoming unwell with suspected COVID-19 symptoms while at the hall you should:

- a) Send them home immediately
- b) Ask other members of your group to provide their contact details if you do not have them
- c) Ask the rest of your group to leave the premises, observing the usual hand sanitising and social distancing precautions
- d) Advise them to launder their clothes when they arrive home
- e) **Inform** the Booking Secretary on 01892 660138 or the Chairman on 01892 852935
- f) If the unwell person needs to wait for a lift: -
 - (1) Remove them to the safe waiting area, which is the Parish Council room
 - (2) Put on the mask, face shield, gloves & apron provided to protect yourself
 - (3) Tissues, a plastic rubbish bag, hand sanitiser and paper towels are provided
 - (4) Once they have been collected: -
 1. Remove gloves, apron and face mask to the rubbish bag*
 2. Leave face shield on top for disinfection
 3. Wash your hands for at least 20 seconds with warm soapy water
 4. Once home - launder all your clothes and wipe down disinfect your car

*Note that the waste should be double bagged and kept for 72 hours before being disposed of.