

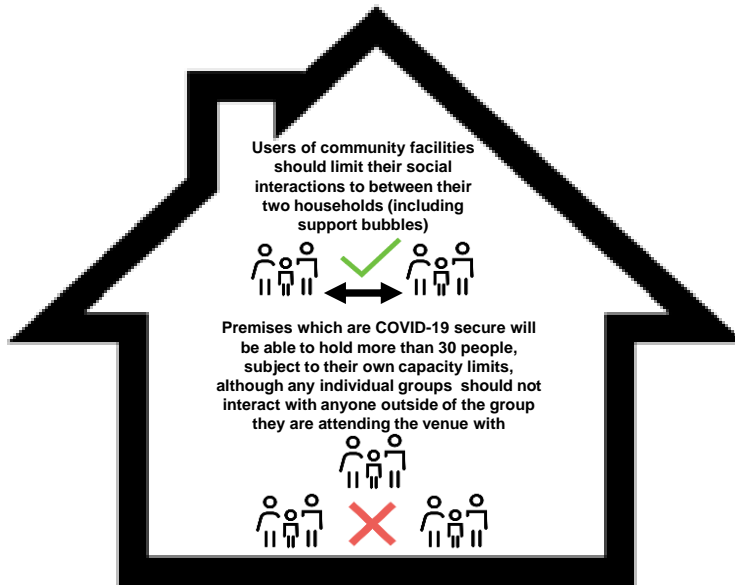
COVID-19: Lifting the Lockdown

**Updated guidance for re-opening multi-purpose
community facilities**

Social Distancing and Capacity in Community Centre Spaces

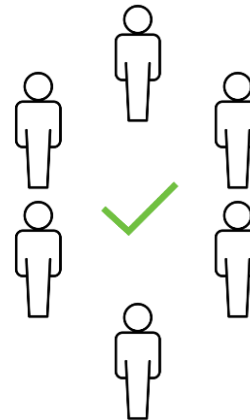
Whilst ensuring the social distancing measures are adhered to, **the Council still advises that you maintain 2 metre social distancing, where possible.**

In any indoor community facility

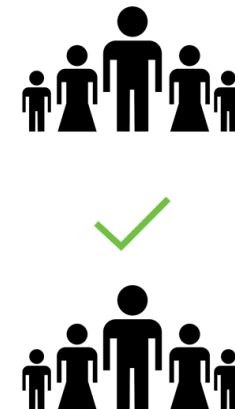


Outdoors

If outdoors, groups of up to 6 people from different households can meet



Two households can also meet, regardless of size (including your 'support bubble')



Where gatherings have more than 30 people, the building **must be Covid-secure** and subject to safe capacity limits.

Scenario 1: Activities for Children and Young People

Bubbles of up to 15 people are permitted indoors if the below protective measures can be followed. Where this is not possible, you should only operate your provision outdoors.

Inside a community facility, providers should:

- Seek to maintain small, consistent groups of no more than 15 children and at least 1 staff member
- Ensure children stay in those groups for future session
- Ensure that groups do not mix within the setting
- Keep records up to date of children attending including specific groups and members of staff attending
- Ensure sufficient changeover time between sessions, when running multiple small groups, to allow for cleaning and prevention of adults and children waiting in large groups

Outdoors, providers should:

- Allow up to 6 people from different households
- Ensure children follow social distancing guidelines of 2m
- Ensure children keep in groups of no more than 6 people including staff

Scenario 2: 1 to 1 Face to Face Sessions

Community facilities can host in person 1 to 1 sessions provided the building is Covid-secure **and** holding the session digitally is not possible.

Providers should:

- Encourage visits via remote connection/working where this is an option
- Limit the number of visitors at any one time
- Limit visitor times to a specific time window and restricting access to required visitors only
- Maintain a record of all visitors
- Encourage visitors to use hand sanitiser or handwashing facilities as they enter the premises
- Revising visitor arrangements to ensure social distancing and hygiene guidelines are followed

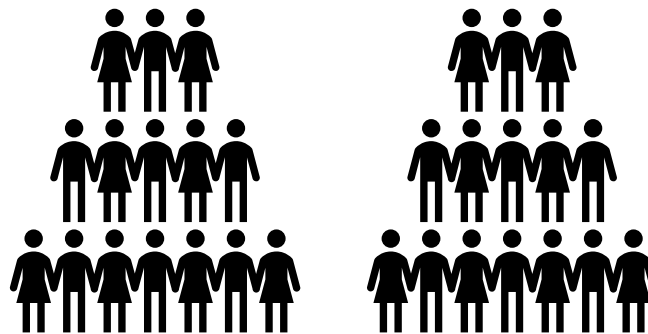


Scenario 3: More Than 30 People in a Building

Community facilities can host groups of more than 30 people provided the building is Covid-secure.

Inside a community facility, providers should:

- Ensure interactions between groups is limited
- Ensure social distancing guidelines are maintained between those who are not from the same household

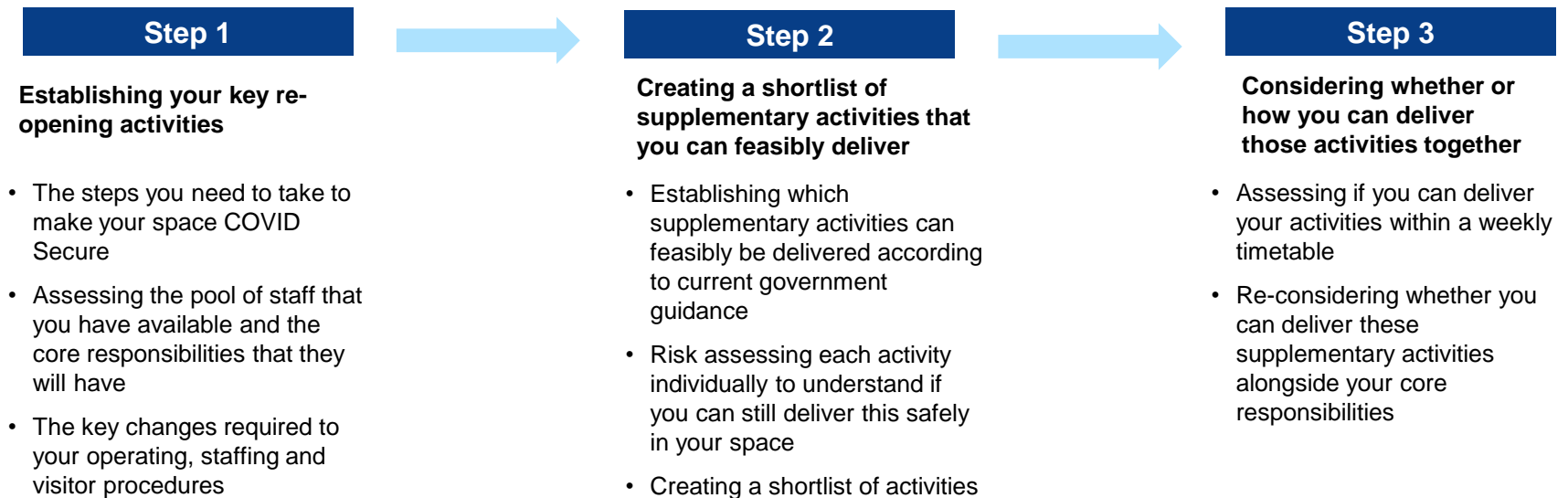


3 Step Framework

Below summarises a three-step process that you could undertake when planning the re-opening of your community centre/space.

Each step is a key foundational layer which aims to reduce the risks associated with re-opening to the lowest practicable level.

This is a high level framework and it is recommended that you **read all relevant government guidance** in detail to make sure you are following everything required to make your space **COVID-19 Secure** – including approving your risk assessments or method statements with your Health & Safety representative



Restarting Activities

Carry out a COVID 19 Risk Assessment

- carrying out a risk assessment in line with the [HSE guidance](#)
- sharing the results of the risk assessment with your workforce and on your website

Develop Cleaning, Handwashing and Hygiene Procedures

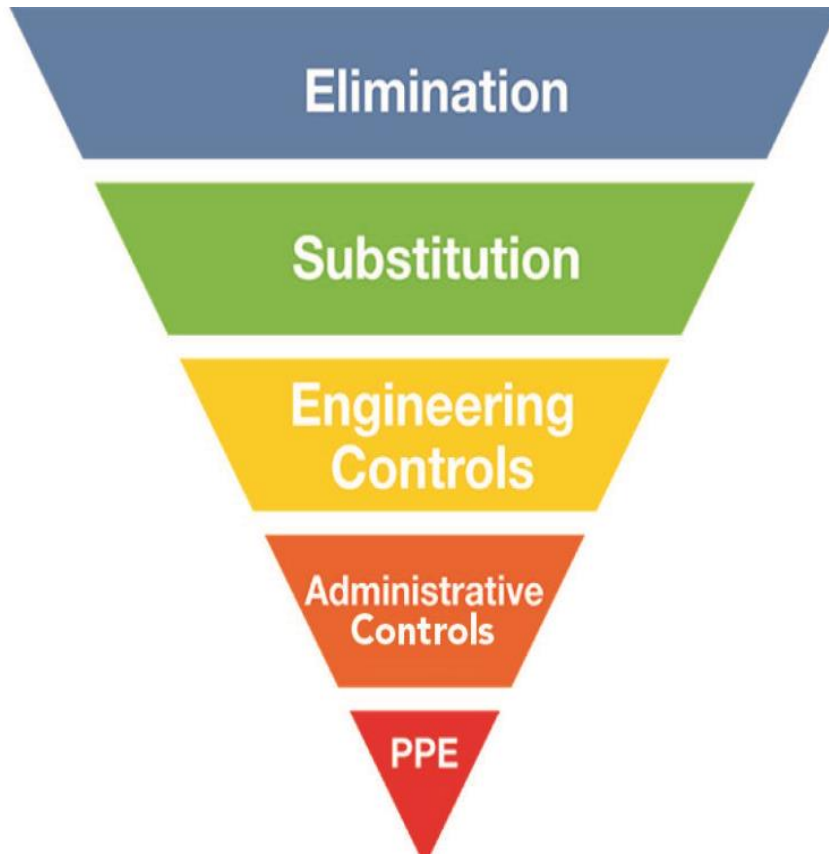
- Increase the frequency of handwashing and surface cleaning,
- Encourage people to follow guidance on hand washing and hygiene,
- Provide hand sanitiser in addition to washrooms,
- Frequently clean objects and surfaces that are regularly touched,
- Enhance cleaning of busy areas.

Maintain 2m social distancing, where possible

- Where possible, maintain 2 metre distancing.
- Remind workers, volunteers and visitors of social distancing.
- Use floor tape or paint to mark areas to help people to keep 2 m distance.
- Arrange one-way traffic if possible.

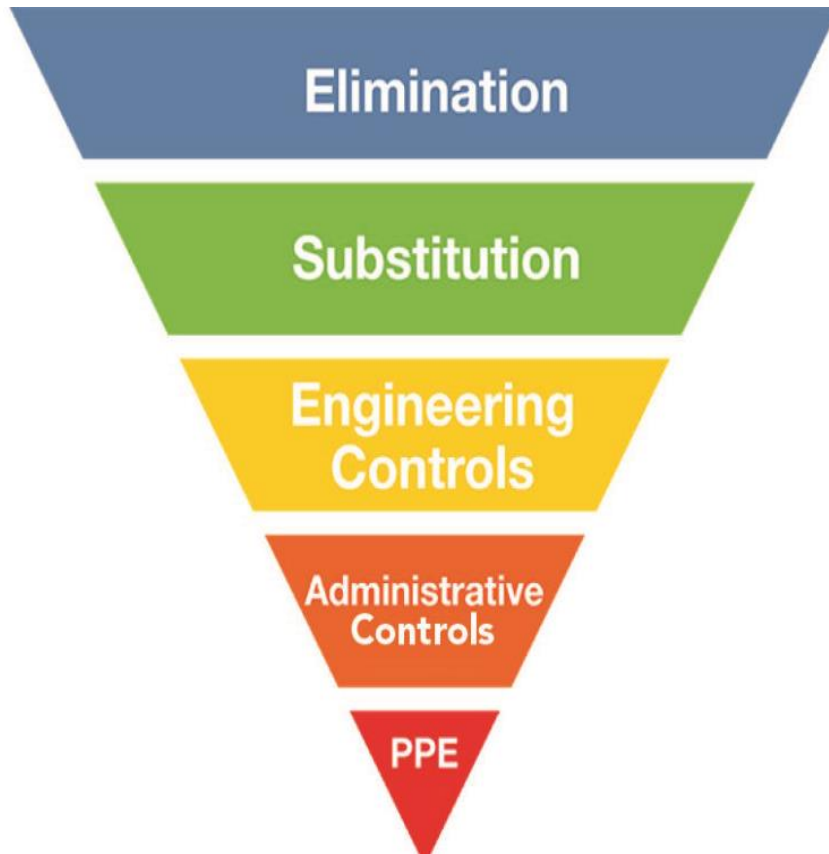
FAQs - Re-Opening Multipurpose Community Facilities

- **Do I need to reopen our community space?**
- No. The government advises: managers of community facilities will have discretion over when they consider it safe to open for any activity permitted by legislation and may decide to remain closed if they are not able to make their space COVID-19 secure. See [guidance for the safe use of multi-purpose community facilities](#).
- **What are the 'COVID-19 Secure' safety guidelines workplaces have to put in place?**
- The government has set out practical steps that businesses should take to ensure their workplaces are COVID-19 Secure and give their staff the confidence to return back to work. See [COVID-19 Secure guidelines](#).
- **Who is allowed to go back to work?**
- With the exception of those organisations specifically listed, the government has not required any other businesses to close to the public. People who can work from home should continue to do so. Employers should decide, in consultation with their employees, whether it is viable for them to continue working from home. Where it is decided that workers should come into their place of work then this will need to be reflected in the business's risk assessment and actions taken to manage the risks of transmission. Where work can only be done in the workplace see [COVID-19 Secure guidelines](#).
- **If we're running a yoga group outside with 5 people can 2 people bring their children (seven people from 5 households)?**
- The government is clear that sports participation should be restricted to participants exercising by themselves, with members from their same household, or in a group of no more than 5 other people from other households, while observing social distancing guidelines. Two households are also allowed to meet, provided members of different households observe social distancing. Venues are advised to display signs to this effect. See [team sport guidance](#).



Covid-19 cannot be eliminated so:

- Work from home where possible
 - Precautions for underlying health conditions
 - Find alternatives to face to face visits (online, Teams, phone)
 - Suspend non-vital activities
-
- Maintain hygiene, hand washing etc.
 - Workplace alterations, such as reduced numbers, barriers, screens, signs etc.
-
- Adjust shift patterns,
 - Social distancing,
 - Monitor your health and isolate if necessary
-
- Gloves, masks, aprons etc.
 - Training people in how and when to use PPE



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Risk Assessment - a balancing act

- Risk assessment can be a balancing act between the risks and the benefits of taking them.
- Sometimes, some risk will remain – the law doesn't expect us to create a risk free society, but to control risks so far as is reasonably practicable



FAQs continued...

- **Can we resume our AA, NA etc. meetings?**
- The advice remains to avoid face-to-face meetings, using remote working tools to avoid in-person meetings. Only absolutely necessary participants should physically attend meetings and should maintain social distancing guidelines (2m, or 1m with risk mitigation where 2m is not viable, is acceptable). Avoiding transmission during meetings, for example, avoiding sharing pens, documents and other objects. Providing hand sanitiser in meeting rooms. Holding meetings outdoors or in well-ventilated rooms whenever possible. For areas where regular meetings take place, using floor signage to help people maintain social distancing. See [office and contact centres guidance](#).
- **How do these changes affect those shielding and people who are clinically extremely vulnerable?**
- These groups may still be at risk of severe illness if they catch coronavirus, so the advice is to stay at home as much as you can and continue to take precautions when you do go out. See [guidance on shielding and protecting people who are clinically extremely vulnerable from COVID-19](#).
- **What are the core principles we need to embed in our thinking about reopening?**
- There are general principles that managers of community spaces should follow in making their space COVID-19 secure, and safely re-opening for permitted activity. Any reopening plans should be consistent with:
 - [core public health guidance](#) regarding health, hygiene, and [social distancing](#)
 - [safe workplace guidelines](#), to ensure employees are safe to return to work
- **What other considerations do I need to make?**
- If your building or space is repurposed, you should undertake a fire risk assessment and consider the security implications of any changes. Your risk assessment is essential here and should dictate the considerations to take into account.