

ETNA Checklist:



Please follow these clear guidelines to ensure that you keep yourself and others safe, everybody needs to continue to act carefully and remain cautious to enable us to continue to open the Centre to the public.

Any failure to do so will result in us cancelling your session at ETNA and more importantly putting others' lives at risk

- Hands to be sanitised upon entering and leaving the building at '**hand sanitising points**'
- Clean all door handles, surfaces, light switches, intercom at the start and end of your session with cleaning products provided
- Open windows before your session as a ventilated room is preferable and **REMEMBER** to close them afterwards
- Hands to be washed regularly for 20 seconds minimum
- Face Masks are **REQUIRED** (unless you have a health condition that prevents you wearing one) in **ALL** communal spaces such as corridors & toilets
- Please keep a record of the names/contacts details for your clients – this is to ensure we can '**track and trace**'

- DO NOT use rooms unless you have a booking
- DO NOT leave rubbish lying around, BIN IT!
- If you feel unwell then stay at home – FOLLOW GOVERNMENT GUIDELINES, do not put others at risk

ETNA has the right to close the building at no notice if it is deemed necessary

Please let us know if you are concerned about anyone's actions or if you have any suggestions for improvements – this is a team effort to allow us all to continue using ETNA in a safe way info@etnacentre.org