

# IMPORTANT INFORMATION



## HUSKY STUDIOS COVID 19 POLICIES & PRACTICES

*Last updated 24/07/21*

### General policies

#### Zero Tolerance

Husky Studios shall exercise a zero tolerance policy for any person who poses a risk to other users of the building by failing to comply with our Covid 19 policies and practices. Any person who fails to comply shall be required to leave the building immediately. Furthermore, Husky Studios reserves the right to cancel without refund (and with immediate effect) any booking where a hirer fails to comply with our policies and practices and/or to enforce on their participants such policies and practices. When leaving the studio you must disperse immediately on exit from the building.

#### NHS Test and Trace:

The opening up of the economy following the COVID-19 outbreak is being supported by NHS Test and Trace. Husky Studios is assisting this service by keeping a temporary record of all attendees to the building for 21 days, and will assist NHS Test and Trace with requests for that data if needed.

All hirers are required to provide a full list of attendees (via [this link](#)) in advance of each of their sessions. Regular weekly hirers must provide a list for each and every weekly session taking place during the current pandemic. Any person whose name does not appear on the provided list will not be admitted to Husky Studios. Templates for the lists will be provided and these will reflect our safe room capacity. Where the hire involves participants under the age of 18 and/or vulnerable persons, it is the hirer's responsibility to provide appropriate chaperoning and/or supervision and the hirer must ensure that they include the name of all chaperones and/or supervisors within the number of places permitted for the studio on the list.

#### Hygiene

All attendees should wash their hands at home/work prior to leaving for Husky Studios. In accordance with the U.K. government's advice, the wearing of face masks is strongly encouraged within the communal parts of the building due to the enclosed nature of the space and the proximity that users may find themselves to other people that they do not regularly live with. Signage reflecting the above appears throughout the studios. All persons entering must sanitise their hands using the sanitising station on entry to the building.

### **Contact with other people**

In addition to the recommended use of face coverings in all public areas of our building, participants should be encouraged to wear face coverings within the studios at any time where physical activity does not prevent their safe use.

### **National guidance**

Husky Studios expects all hirers to follow guidelines issued by their activity's governing body. Individual national governing bodies will often provide specific guidance on how their sport/activity can be played, undertaken or adapted to enable social distancing which must be followed.

## **To prevent airborne transmission**

### **Face coverings**

Wearing of face masks strongly recommended within Husky Studios.

Signage reflecting the above appears throughout Husky Studios

Within the actual studios, face masks should be worn in compliance with recommendations issued by the governing body of the relevant activity.

### **Social distancing**

At tight pinch points in the building's corridors, customers and users who are entering Husky Studios or heading away from the entrance must give priority to those who are exiting the building or heading closer towards the exit and they must wait behind the clearly marked signage until it is clear to proceed further into the building.

Whenever speaking to other attendees in the studio, hirers must keep their music levels low enough so as to avoid the need to shout across the studio.

In order to avoid over-crowding in public areas, hirers and participants shall only be permitted to enter Husky Studios ten (10) minutes prior to their start time.

Entry to Husky Studios will be closely monitored using video entry system and internal CCTV.

A perspex screen has been installed in the reception office between reception staff and customers

Husky Studios reminds any hirer whose booking involves children and/or other vulnerable persons that **the hirer is responsible for supervising the children and/or other vulnerable persons at all times** and must ensure that they follow social distancing guidelines.

## To prevent transmission through contact

Govt. Statement

*"Primary control for minimising transmission through contact is through sufficiently frequent handwashing/sanitising and avoiding sharing of objects"*

**Our basic principle re physical objects is : clean/sanitise before each use.**

Husky Studios shall provide **hand sanitiser** at point of entry. It is mandatory for all persons entering the building to use this.

Bathrooms are all provided with anti-bacterial hand wash in wall mounted dispensers.

All persons entering the studios should bring hand sanitiser with them.

After initial entry at the commencement of a booking, users should, as much as possible, refrain from using the studio doors until the conclusion of the booking.

All users should refrain from touching **light switches**

**Sound systems** in our dance studios have been reconfigured for wireless "touch-free" bluetooth connection, to be controlled solely from the hirer's personal music device.

**Power sockets** are available only for the use of hirers. Hirers must only plug in items that have a current PAT test certificate.

**We have removed all furniture items from studios and corridors** so as to minimise the number of touch surfaces.

**Ballet barres** have been removed from use.

**Signage** to remind customers not to touch mirrors, other items and surfaces is posted throughout the building.

Users should not share any items with others, touch any items belonging to someone else and in particular should not drink from anybody else's water bottle.

### **Water bottle filling station**

Our water bottle filling facility has now has been re-activated. It is prohibited to drink directly from the water fountain and it should only be used to refill water bottles. Bottled water is available for sale at reception.

### **Toilets**

Toilet cubicles are now key access only, such key to be collected from reception. Anyone requesting use of a toilet will be given an antiseptic wipe and verbal instructions to clean all touch points (toilet flush button, light switch, tap, door handle, toilet roll dispenser) before using them. Anyone using the toilet must wash their hands with soap and water before leaving the toilet. Staff will disinfect the cubicle keys between users. Instructions for customers will also appear on signage within each toilet cubicle. Mens toilet urinal facilities remain available with some urinals taped off to allow for social distancing.

### **Payments to reception**

Contactless and phone payments are preferred.

## **Backline and musical equipment**

All **microphones** are sterilised between use using UV sterilisation. At the end of hire, any microphone provided must be returned to reception and placed in a dedicated receptacle. A monetary deposit system for each microphone used is to be instigated.

## **Leaving behind contamination**

All hirers are to convey to their attendees the importance of removing all items from the studio at the end of the hire themselves, with a protocol that nobody leaves the room until the room is restored to its pre-hire status. All hirers and attendees should dispose of all unwanted items in bins provided by main exit.

All hirers should be aware of the risks evolving from picking up other people's clothing/discarded food wrappers/drink bottles and should only touch such items whilst wearing gloves or whilst using a litter-picker. Hirers should wash their hands with soap and water immediately after they have finished clearing the studio of debris and litter.

## **Lost Property**

Items left behind (ie lost property) shall not be retained and shall be disposed of at the end of each day.

## **Further Information**

### **Cleaning**

Daily cleaning of floors using detergent or disinfectant solutions containing 1000ppm chlorine. Spot cleaning during use with anti-bacterial wipes.

Mirrors cleaned with ammonia based window cleaner daily

Door handles cleaned with alcohol at regular intervals throughout the day

Toilets and bathroom fittings cleaned twice daily with cleaning products containing 1000ppm chlorine

### **Air Management**

Our air conditioner units feature HEPA filtration.

The acronym HEPA stands for 'High-Efficiency Particulate Arresting', with HEPA filters forming a key part in each unit's air purification technology. These multi-layered HEPA filters are designed to remove viruses and bacteria from the air.

## **Official UK Government advice**

Visit the following links for official UK government advice on Coronavirus (COVID-19).

Coronavirus (COVID-19): UK government response:

<https://www.gov.uk/government/topical-events/coronavirus-covid-19-uk-government-response>

Stay at home: guidance for people with confirmed or possible coronavirus (COVID-19) infection:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-people-with-confirmed-or-possible-coronavirus-covid-19-infection>

Overview – -Coronavirus (COVID-19):

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

## **Summary of Key responsibilities for hirers**

The maximum capacity of each space must be observed

The hirer, or leader of the activity, should report to reception on arrival

The hirer or leader of the activity must comply with all COVID 19 requirements as outlined by their activity's governing body

The hirer, or leader of the rehearsal/training must:

- upload a list of the participants' full names via the link provided no less than 1 hour prior to the start of their booking

- inform all participants in their Husky Studios sessions of the Husky Studios COVID 19 policies and practices in advance of their arrival and at the start of each session

- ensure that any person who shows any symptoms of illness including (but not limited to) fever, coughing and sneezing is asked to leave Husky Studios immediately

**We are continually reviewing our procedures and practices. Please check our website regularly for the latest information regarding your studio hire.**

**For any questions or concerns please email [bookings@huskystudios.co.uk](mailto:bookings@huskystudios.co.uk) or telephone 020 3289 9374.**