

Room Checklist for Covid 19 Safety



Name of Room: Inner Place Main Room

Dimensions: __ 11m x 5m _____

Considerations	Notes for Compliance
Capacity of room with 2m Social Distancing	9
Capacity of room with 1m and Risk Mitigation	18
How will ventilation be achieved?	Opening windows (including treatment room, with care) and main door
Safe entry into the room	Entry via staircase therefore one person must enter at a time
Location of Hand sanitiser for users	At top of stairs in dispenser & in main room, by the front door.
Location of Toilet and Hand washing facilities	Off main room – to be used one person at a time
Location of Anti Bac station	At top of stairs, by front door
Location of Bin	In main room and also in bathroom
How will Track and Trace Data be obtained? (Stored for 21 days)	Attendees to e mail details to their teacher, this info will then be loaded onto a password secured database
How will social distancing be communicated?	Posters and verbal plus signed tutor compliance in instructing attendees. Small sticker on floor to indicate position of mat placement
Pinch points in the room and vicinity?	<ol style="list-style-type: none"> 1) Top of stairs 2) By front desk 3) Bathroom
How will people safely vacate the space?	One by one down the stairs
What Are the Key Areas for Cleaning after use?	Surfaces and floor steam cleaned with detergent Toilet and sink cleaned with anti bac and bleach
Any other considerations?	No studio equipment to be used