



S A F E

M E E T I N G S

**PLEASE TAKE SOME TIME TO READ
OUR SAFETY MEASURES**

UPDATED: 23RD SEPTEMBER 2020

COVID SECURE



STANHILL COURT

CHARLWOOD - SURREY

BEFORE

DISTANCED TABLES AND CHAIRS

Socially distanced seating and spacing out of tables and chairs in line with the 1 metre plus guideline.

SANITISER STATIONS

All delegates must sanitise their hands before entering the meeting space with sanitiser stations available throughout the premises

DISPLAYING SYMPTOMS

Anyone displaying symptoms of Covid-19 will not be permitted to attend the meeting and we strongly advise they follow advice on the NHS website.

CLEANLINESS

All meeting spaces are cleaned thoroughly and sanitised before and after every meeting.

CLEAR SIGNAGE

One way route to meeting room, toilets, entrance and exit will be implemented with clear signage in place.

DURING

AVOID LOUD SPEAKING

Taking steps to avoid loud speaking / shouting such as no background music.

VENTILATION

Holding outdoor meetings or in well-ventilated rooms.

FACILITIES

Toilets will be regularly checked and cleaned throughout the day.

FACE COVERINGS

Face coverings are mandatory at all times unless you are seated to eat and drink.

NHS TRACING

We encourage you to download the NHS tracing app and check in with our QR code displayed on the posters. If you do not have this facility, please manually sign in on the register provided.

TABLE SERVICE

Tea, coffee and food servings will be served to individuals in the meeting room.

TOUCH POINTS

Frequent touch points, such as door handles, will be regularly cleaned in the breaks.

AFTER

SANITISER STATIONS

Delegates are strongly advised to sanitise their hands at the sanitiser station provided upon exiting the premises.

CLEANLINESS

Used room will be thoroughly cleaned and sanitised after the meeting.

EXIT ROUTE

There will be clear signs for the exit creating a one way route through the premises.

BESPOKE AND DDR RATES AVAILABLE

STAN HILL
CHARLWOOD, SURREY
RH6 0EP

STANHILLCOURTHOTEL.CO.UK
MEETINGS@STANHILLCOURTHOTEL.CO.UK
01293 862166

