

## **About Siobhan Davies Studios**

Venue located in South East London.

The building is composed of the following across 3 floors:

- A courtyard
- A reception
- An office
- A kitchen
- 3 meeting rooms
- 2 dance studios
- 2 changing rooms
- 7 toilets (2 disabled toilets)

There are 22 members of staff all English speaking.

Building opening hours: 9am until late.

The building is cleaned every day by 2 cleaners.

## **About Covid-19**

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

Covid-19 symptoms are:

- a high temperature or shivering (chills) – a high temperature means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours
- a loss or change to your sense of smell or taste
- shortness of breath
- feeling tired or exhausted
- an aching body
- a headache
- a sore throat
- a blocked or runny nose
- loss of appetite
- diarrhoea
- feeling sick or being sick

**What is the hazard?** Spread of Covid-19

**Who might be harmed?** Staff, Cleaners, Visitors, Studios and Rooms Users

**How to control the risks?**

#### **VENTILATION and CLEANING**

- ✓ Antibacterial gel provided on arrival
- ✓ Keep windows open during and between hires to provide air ventilation
- ✓ Allow 30min between each hire to air out the rooms
- ✓ Antiviral disinfection of the studios between each use
- ✓ Sanitizing stations available in each room
- ✓ Regularly clean/spray desk/chairs/printers/doors handles/ light switches/ stairs rails/benches throughout the day
- ✓ Wash hands regularly with soap/water
- ✓ Daily building cleaning
- ✓ Weekly antiviral disinfection of the entire building

#### **GENERAL MEASURES**

- ✓ Masks are not required but still recommended, especially when moving around the building and/or in situation where you are unable to keep social distancing
- ✓ Plexiglas screens at the Reception

#### **CAPACITY OF THE ROOMS**

	Movement	Seated
Roof Studio	50	100
Research Studio	20	50
Library	n/a	15
Parlour	n/a	20

#### **BOOKING SYSTEM**

- ✓ Users to pre-book their studio space to be allowed in the building
- ✓ Users not to enter the building if they show any of Covid-19 symptoms as listed above
- ✓ Users to inform the Reception if they feel sick so staff can carry out inspection and cleaning