

## Covid health and safety measures

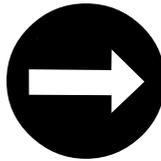
Our studio space in an ex-factory with high ceilings and good natural light. It can be accessed via the District Line, which runs above ground in this part of London, and is located in a quiet area where streets and public transport are very rarely crowded.

### Communal areas

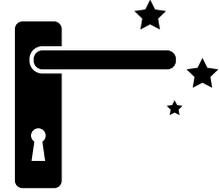
The landlord for our building has carried out a COVID-19 risk assessment and complied with current government guidelines. This includes:



**Hand sanitiser** in reception and throughout the building at all key point



**One-way systems** and give way signs in circulation spaces



The whole building receives regular **deep cleaning**

All communal surfaces and touch points eg. door handles, handrails, bathrooms and our studio will now be cleaned 2x per day by professional cleaners

### The Studio

The space where we run our courses, is situated on the ground floor and is accessed directly off the reception. There is only one door to negotiate and no corridors. For your safety during our workshops we will have the following measures in place:

Take your **temperature** with infra-red, non-contact thermometer when you enter or re-enter the Studio space



Provide **hand washing stations** with hand sanitiser



Provide you with your **own stationery pack** so that you do not need to share writing materials



**Clean communal surfaces regularly** throughout the day



Provide a **cleaning station** where you can access disinfectant sprays and wipes and paper towels, so that you can clean any additional surfaces when you wish throughout the day



**Food and drink will be served in single person portions** so that you don't need to handle communal serving utensils



### Things we may ask you to do

We will be limiting numbers attending a course to 5-15 delegates maximum to comply with social distancing. Depending on how many people are attending a course we may need to:

- Ask you to wear a **face covering**. We will provide a spare disposable mask if you accidentally forget or lose yours
- **Arrive** at a **staggered time**
- Have your **lunch** at a **staggered time**



Please note that we are monitoring UK government guidelines and our policy may be subject to change if guidance changes