



COVID 19 Risk Assessment Summary

Please find a summary of the risks that have been assessed for people accessing the building.

- Hand sanitizer is available around the building and people are to use it on entry
- Directional signage is in place for staff/tenants and general public at the entrance
- A Perspex screen is in place at reception
- Visitors are to speak to reception staff through the screen
- A queuing system is in place at reception
- Everyone's temperature is taken on arrival
- A track and trace register is in place
- There is restricted access for visitors around the building
- Visitor requiring a 1 -1 appointment will be required to wear a mask
- Where possible ventilation is provided around the building
- Visitors will be required to sanitize the equipment after using the computers and LHP phone
- There are no toilets available to the general public
- There is a contactless machine for payments to Centre4 available
- Visitors are asked to be respectful to staff at all times and will be asked to leave if their behaviour is not acceptable
- Rooms for hire are thoroughly cleaned after each use

Organisations within Centre4 will have their own risk assessment in place, therefore please contact them direct if you wish to see it before visiting them.

If you have any further questions please contact 01472 236688