

Covid -19 Safety Procedures



Covid-19 Procedure Guidelines - Class/Workshop

It's important to keep everyone safe and I have put together some guidelines on new procedures that need to be implemented to ensure there is no risk to myself or clients whilst attending a class or workshop.

Everyone must read through these procedures very carefully and understand your responsibility as a duty of care to myself and the community of people that use my services. Please ensure you are happy with the new way we must all work together before you attend your class or workshop.

New Procedure Changes:

- All clients will be sent a Covid-19 Health Screen Questionnaire and Procedure Guidelines when making a booking. These forms must be sent back to my email address at least 12 hours before the session. I will send a reminder email for this on the day before our class or workshop.
- If anyone has got any Covid-19 symptoms then you are to let me know as soon as they have surfaced by phone or email. If I have been notified 24 hours before our appointment, then a refund will be administered. If you have booked a class or workshop you will be refunded for the 2 sessions you will miss, due to isolating for 10 days.
- If I have any Covid-19 symptoms I will confirm this via phone conversation or email at the earliest notice of the symptom. I will rearrange the class or workshop but you will also be entitled to a full refund if required.
- The Nesting Place has a number of policies and checklists which can be found as you enter the building. I have a copy of the procedures and risk assessments for maintaining the correct procedures each time the room and venue is in use.
- I will ensure the room and venue is fully sterile before anyone enters the room. All antibacterial wipes will be disposed of in a secure bin.
- Once booking your space in a class or workshop, I will confirm your booking and give you an allocated time to arrive at the venue. This will be your time and will stay through the duration of the booked classes or workshop.

- You will now have to provide your own equipment and refreshments which might include a mat, a blanket, cushions and a bottle of water. This must all be stored in a bag and once you arrive, you will have an allocated space to set your equipment up.
- On entering the building you will be having your temperature checked, hands to be washed and wear a face mask through the duration of the class. I will have all PPE equipment ready at the front door for you, unless you bring your own.
- I will ensure the room is well ventilated, but as the weather turns colder this might mean the room is colder than usual. Please ensure you wear warm clothing and bring extra blankets if needed.
- There will be music through our session but at an extremely low volume so not to raise any voices. I can not administer any essential oils or have the diffuser going whilst we have a class or workshop in session.
- If anyone needs to use the toilet facilities, then all surfaces must be cleaned from door handles, toilet seat and sink with taps. These wipes will then need to be disposed of in the secure bin.
- On leaving your venue, we will have a staggered leave time. The first one in the building will be the first person to leave. I will wipe any surface or door handle that has been touched and dispose of the wipes.

Please fill in your name below to confirm you have read and understood the guidelines. These guidelines might need to change so you might be given more than one form to read and complete.

Name:

Date:

Please send this back to contact@blissmindfulness.co.uk.

Thank you for taking the time to read through and keep us all safe.

Vicki x