

# Re-Opening the 'Farnham & District Model Railway Club'

The Club will re-open on a 3-weekly cycle starting Wednesday 2 September, initially as follows:

**Week-1 'OO'; Week-2 'O' & '009'; Week-3 'N' & 'P4'.**

Members attending on 'their' Wednesday will also have **exclusive** use of the clubroom and the basement. **In other words, if it is not 'your' Wednesday, do not attend the Club.**

All attendees **MUST** enter their details on the 'Track & Trace Form' held by the Group Leader (or deputy). This Form confirms compliance with Farnham Town Council's Risk Assessment for Wrecclesham Community Centre AND the Club's Covid-19 Rules [these will both be posted on the Hall and the Clubroom doors].

## **Club's Covid-19 Rules (applicable to all who use the main hall, clubroom and basement):**

- a) Do **NOT** attend if you or your household has symptoms;
- b) Report to your Group Leader (or Deputy) if you later feel unwell;
- c) If you wish to use the main hall, come to the Club only on your Group's Wednesday;
- d) So far as possible, bring your own tools and materials. Use of the Club's tools must be followed by sanitising where handled;
- e) Other than the Toilets, do **NOT** use the Centre's small rooms, they are out-of-bounds;
- f) Bring your own cup, food, cutlery and drinks – there is to be no communal use or sharing of coffee, tea, biscuits, cake, etc.;
- g) Observe the 2m distance rule;
- h) Wear a mask or face-covering at your discretion – however, a face-covering is **mandatory** when in the Basement or using the Basement staircase. Avoid passing on the staircase;
- i) Wash hands regularly or use hand sanitizer – both will be provided by the Club;
- j) Help clean and sanitise tables, chairs, handles, surfaces **both at the beginning and at the end** of a session. When first entering and finally leaving the Centre, the handles on main door, alarm cupboard and Hall must be anti-virus sprayed. Similar spraying must take place immediately after use of a toilet (seat and door handles). The Club will provide materials;
- k) Desks in the clubroom have been re-positioned and marked-off. No more than 6 people should be in the Clubroom at any one time – ideally there should be minimal changing of persons using the room. This applies during Wednesday sessions AND at any other time. **Masks must be worn at all times when working in the Clubroom on Wednesdays or if others are present.**
- l) In 2 sessions of the 3-week cycle there is the possibility of two groups wanting to access the Basement. In such cases only one Group at a time should occupy the basement and its access areas.

## **Using the Clubroom for days other than Wednesdays**

It is a long-term safety rule of the Club that use of the Clubroom requires 2 or more persons to be present. One of them **must** be a recognised (WCC advised) key-holder (and alarm user). The general rules above **must** be observed.

**Clubroom Booking** To ensure fair use, the Secretary should be spoken to 24hrs beforehand of a desire to use the Clubroom or basement. If there is a conflict, the more regular user will give-way.

## **On ALL Days**

If someone else is using the Hall:

- they **must** be notified of Club presence and advised that toilets may be used and will be immediately anti-virus sprayed;
- access **must** be via the rear-doors;
- shared communication will be vital to ensure proper setting of the Centre's alarm system.

## **Notes:**

1. No-one should feel pressured to come back until they feel comfortable: it's a personal decision. The Club will at present continue to provide support, advice and engagement via extra 'Whistleblower', Zoom meetings, group virtual meetings, garden meetings, etc.
2. Members of the Executive Committee will act as 'Safety Officer' and conduct random checks. They have the right to report & close-down a session.