# **GIPSY HILL HOTEL**

# MEETINGS AND EVENTS - COVID-19 SAFE

AT THE GIPSY HILL HOTEL, WE ARE FOLLOWING ALL THE UP TO DATE GOVERNMENT GUIDELINES TO KEEP THE BOTH OUR CUSTOMERS AND STAFF SAFE. WE HAVE AN INFRARED THERMOMETER AVAILABLE FOR MONITORING THE TEMPERATURE OF ALL DELEGATES.

#### SPECIAL OFFER

WE KNOW THESE TIMES ARE DIFFICULT FOR MOST BUSINESSES SO WE ARE REDUCING ALL OF OUR RATES UNTIL 31<sup>ST</sup> MARCH 2021 BY 25%..

#### **MEETING ROOMS**

ALL OUR MEETINGS ARE SET UP WITH INDIVIDUAL TABLES FOR EACH DELEGATE WITH A BOTTLE OF WATER, AND HAND SANITISER.

## **ROOM CAPACITIES**

WE HAVE RE-ASSESSED THE CAPACITIES OF OUR MEETING ROOMS TO ADHERE TO SOCIAL DISTANCING REGULATIONS AND CAN CURRENTLY TAKE THE FOLLOWING MAXIMUM CAPACITIES, WITH DELEGATES SEATED AT SEPARATE TABLES

Room	2 METRE DISTANCING	1 METRE + DISTANCING
CEDAR SUITE	20	36
WILLOWS SUITE	6	12
GARDEN SUITE	10	20
LAVENDER SUITE	3	4

LAVENDER SUITE











**CEDAR SUITE** 



IN ADDITION TO THE ABOVE, REGULAR CLEANING OF HIGH TOUCH SURFACES, INCLUDING DOOR HANDLES, BANNISTERS, ARE CLEANED WITH ANTI VIRUS WIPES THROUGHOUT THE DAY AT REGULAR INTERVALS

HIGH FREQUENTLY TOUCHED AREAS IN THE TOILETS ARE ALSO CLEANED REGULARLY IN LINE WITH USAGE.

THERE ARE A NUMBER OF HAND SANITISING STATIONS THROUGHOUT THE HOTEL. PLEASE SANITISE YOUR HANDS BEFORE ENTERING THE HOTEL

## **FACE COVERINGS**

The government guidance on face coverings in hotels is that they must be used in all public areas including corridors. They can be removed when sat down eating or drinking. For the safety of all of our guests we request that guests abide by these rules. Face Masks are available at reception for  $\pounds 1$ .

## **FOOD AND BEVERAGE**

TEA AND COFFEE WILL BE TABLE SERVED BY A MEMBER OF STAFF. BISCUITS ARE INDIVIDUALLY WRAPPED.

LUNCH WILL ALSO BE TABLE SERVED. TO PROTECT THE ENVIRONMENT AND TO ALLOW US TO PROVIDE HOT FOOD WE PREFER TO OFFER PLATED SERVICE INSTEAD OF GRAB BAGS FOR LUNCH.

REFRESHMENTS ARE SERVED IN OUR SPACIOUS LAWNS RESTAURANT WITH DELEGATES SITTING AT THEIR INDIVIDUAL TABLE.

DELEGATES CAN TAKE A WALK AROUND OUR GARDENS OR TAKE THEIR COFFEE BREAK ON THE DECKING JUST OUTSIDE THE RESTAURANT.

INDIVIDUAL BOTTLES OF WATER WILL BE SUPPLIED TO EACH DELEGATE AT THEIR DESIGNATED TABLE IN THEIR MEETING ROOM.

#### LAWNS RESTAURANT



#### PPE FOR STAFF

ALL OUR STAFF WILL BE PROVIDED WITH PPE TAILORED TO THEIR JOB ROLE. ALL FRONT OF HOUSE STAFF WILL WEAR A FACE COVERING.

#### TRACK AND TRACE

SHOULD YOU START TO FEEL UNWELL AND THINK YOU MIGHT HAVE CORONAVIRUS PLEASE CONTACT 119 AS SOON AS POSSIBLE AND BOOK A TEST. A NHS TESTING SITE IS LOCATED AT THE PARK & RIDE ONLY A COUPLE OF MINUTES AWAY. DETAILS ARE PROVIDED IN EACH ROOM

PLEASE LET A MEMBER OF STAFF KNOW IF YOU HAVE COVID-19 SYMPTOMS. ANY GUESTS DISPLAYING SYMPTOMS WILL BE ASKED TO KINDLY RETURN HOME.

THE NHS TEST AND TRACE QR CODE IS DISPLAYED AT THE ENTRANCE TO THE HOTEL AS WELL AS IN OUR BAR/LOUNGE AREA. ALL GUESTS ARE ENCOURAGED TO SCAN ON ARRIVAL AND CHECK-IN ONLINE.



# WE LOOK FORWARD TO WELCOMING YOU TO THE GIPSY HILL HOTEL VERY SOON