

COVID SECURE MEASURES

We place the utmost importance on the safety and well-being of all those who visit Burlington House and, although there are no longer any legal restrictions in place, we are still observing some COVID secure measures.

Please read the following guidelines carefully. Some of the measures require your consideration, as a visitor, to help us ensure we keep everyone safe.

We look forward to welcoming you to Burlington House.

IF ANY OF THE FOLLOWING APPLIES

We ask that you do not attend Burlington House and that you follow the Government guidance for self-isolating if...



You have any of the symptoms of COVID-19:

- a new persistent cough
- a temperature of 38 degrees or above
- loss of taste or smell



You are:

- required to quarantine for 10 days due to international travel restrictions
- awaiting a coronavirus test result
- contacted by test and trace and asked to self-isolate

ON ARRIVAL AT BURLINGTON HOUSE



Please **ensure you have a suitable face mask or covering** – you may be required to wear it upon arrival and when moving around the building.



Please **make sure you read any information** on entry then follow the instructions and guidelines.



We invite you to **'Check in' using the NHS QR Code** and NHS COVID-19 app (Other check-in methods available).



There may be some **social distancing measures** in place – these will be clearly marked with signage and barriers.



We have introduced **additional and regular cleaning** of handrails, door handles, doorplates, tables and chairs, toilets, etc.



We will provide **good ventilation in all our meeting spaces** by using windows and doors and mechanical fresh air systems.



We have provided **hygiene stations/hand sanitiser dispensers** around Burlington House for our visitors and staff to use.



We politely request that **all our visitors uphold the highest possible hygiene standards** – through regular hand washing or the frequent application of hand sanitiser.



You will be required to **fit your own lapel mic** if you are presenting. Our team will assist but from a socially distanced position.



If you feel unwell at any point during the event, please tell your event organiser IMMEDIATELY.