

OUR COMMITMENT TO YOU



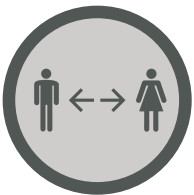
Looking after our team – Training on safe working practices, temperature checks on arrival (anyone with temperature will be sent home on full-pay), and regular review of the risk assessment.



Hand sanitisers – On all entry points, in all meeting rooms, in all toilets and throughout the building.



Cleaning – Enhanced cleaning on a daily basis, more frequent cleaning of the building focussing on the high touch points.



Social distancing – We have implemented a one way system in parts of the building and a give way system in others. There is clear signage around the building with floor markings in reception and the café.



Catering – We will be serving all food items in individual bags or boxes instead of buffets. We will serve catering out of the room where possible to reduce the contact that our team need to make with you and your guests.

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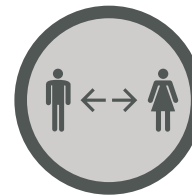
Sanitise your hands on entry to the building, and regularly throughout the day.



Alert a member of staff if you start showing any symptoms of Covid-19 so we can handle the situation as safely as possible.



Follow the new directional signage even if you know your way round the building.



Respect the social distance markers in the communal areas, and when interacting with our team please wear your face covering at all times.



aim
An assurance of excellence in
business meetings and events
Service. Safety. Health. Responsibility.



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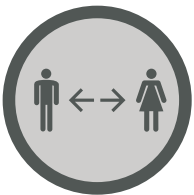
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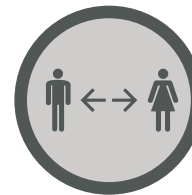
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