

Covid-19 Protection Framework  
Health & Safety Protocol for Users  
“Orange” Level  
Last Updated 14 April 2022



The Glenfield Community Centre is open for hire and open to the public under all levels of the Covid-19 Protection Framework (“Traffic Light System” or “TLS”), with restrictions. These restrictions are detailed below and take effect from **Thursday 14 April**.

**Key Principles:**

- Under the TLS, the Centre is considered a “Public Facility”.
- All types of gatherings can go ahead. The maximum capacity at the Centre for any event/ gathering/ function is the usual room capacity.
- You do not need to wear a face mask when attending a gathering, but it is encouraged.
- Scanning of QR Codes is no longer required but we will continue to provide them at our entrances.
- Our kitchen is open for use, please wipe down surfaces with the sanitary wipes provided. We are providing tea trolleys and urns but not cups, cutlery or crockery during this alert level, please bring your own.
- Users/ Tenants are responsible for the health and safety of participants within their group or booking and ensuring their participants are aware of the current Level Health and Safety Covid-19 Protocols.
- No one who is sick has been tested and is self-isolating, or experiencing symptoms of Covid-19 is allowed on the premises. This includes persons who are a close contact awaiting a test result, or have otherwise been asked to stay home until cleared by a medical professional.
- Maintain airflow in spaces by opening windows, doors and using the wall/ pedestal fans provided.
- Please encourage everyone to follow good practice, cough, and sneeze into their elbows, sanitise their hands or wash them thoroughly.
- All users, clients and class participants are required to report any risk of Covid-19 infection to our Administration Team as soon as it is recognised.

***By hiring the Glenfield Community Centre, you (the Hirer) accept these Covid-19 related conditions of hire, warrant and confirm to abide by all rules and directives published and updated by the Government from time to time at <https://covid19.govt.nz/>.***

***You understand and accept that we may immediately terminate your booking and/or future bookings for hire breaches of any of these Government-mandated rules or directives.***

***Thank you***

***Centre Manager  
Glenfield Community Centre***