

## THE CAT'S PYJAMAS COVID 19 POLICY



We are following government guidance as laid out in 'Working safely during coronavirus (COVID-19)' documentation for 'Offices and Contact Centres'. We have undertaken a risk assessment and put appropriate mitigation measures in place.

For the safety of all our members, we request that while using the space that you adhere to the following guidance:

1. Please ensure you stay at home and do not attend the premises if you feel unwell or have been in close contact with someone who has Covid19.
2. Please use hand sanitiser on entering and leaving The Cat's Pyjamas.
3. Remember to frequently wash your hands throughout the day.
4. Please clean your selected desk space before and after use with the surface cleaning products provided at the hand sanitiser station.
5. The maximum occupancy for the meeting room is four people. We will continue to encourage mask-wearing in the meeting room due to the enclosed nature of the space.
6. As we do not have access to your medical records, we strongly recommend that you do not attend The Cat's Pyjamas if you are considered a clinically vulnerable individual.
7. We provide tea and coffee making facilities at The Cat's Pyjamas, feel free to bring your own reusable drinking utensils as an additional safety measure if you would like.
8. When choosing your desk space, please work back-to-back or side-to-side (not face-to-face). We have positioned the desks and seats specifically to allow for this work set up. Where this is not possible consider wearing a face mask.
9. Please make use of lockers provided to keep your belongings safely in one place.
10. Please pay attention to the movements of other members at work in The Cat's Pyjamas and respect peoples wishes to maintain a safe social distance.
11. We will continue to provide a venue check in QR code to facilitate the track and trace app.

Say safe, be positive and test negative!

@thecatspyjamas.space  
#whyworkelsewhere