

SELF CATERING

HAZARD	CONTROL
People being together on premises	Practise social distancing where possible and considering others. Generally s/c don't come in-house and stay in own suite.
PRE-ARRIVAL	Guests to be sent email explaining how we shall ensure they have a safe and enjoyable stay. See separate sheet. Shows details of where everything is.
ARRIVAL	Fix arrival times. MCW or AMW there to Meet and Greet to <ol style="list-style-type: none"> 1. ensure hand gel used before entering building 2. wipe handles of luggage 3. request that they use hand gel every time entering premises 4. Show hand gel for suite 5. Ask them to refer to pre-arrival email.
TEA/COFFEE on ARRIVAL	Seated in Bar, sitting room or in the Garden
BAR AREA	Practise social distancing – if necessary put people in to sitting room. When they leave spray seats and remove glasses to dishwasher asap.