

## **///// ARTSENTA COVID PLAN - LEVEL 1 /////**

### **1. Programme & hours**

Artsenta hours are as normal – 9am-4:30pm Monday to Friday (Wednesday 10am start)  
Artists do not have to book – attend as you normally would  
Creative sessions take place daily  
Outreach sessions restart  
Referrals/new artists welcome before 12noon

### **2. Contact tracing**

Artists encouraged to sign in using QR code if they have option  
Staff to check artists contact details are up to date – cell phone for text updates  
All support workers, visitors and new artists to sign in

### **3. Hygiene measures**

Everyone encouraged to maintain good hygiene  
Encourage hand washing and coughing etiquette  
Staff to clean high touch surfaces morning and afternoon  
Artists who are unwell should stay home  
Artists who are unwell may be asked to leave Artsenta

### **4. Distancing**

Keep 1 metre apart where possible  
Reduce congestion in tight spaces

*Updated 1 March 2021*