



## Guidance for visiting the Winter Art & Craft Fair

This information has been prepared to help you visit the Winter Art & Craft Fair safely and to let you know what measures must be followed with regards to health and safety in light of COVID-19.

**Please contact the project manager: Joanna Jones / e:joanna@weareupland.com / 07787299487**

If you have any concerns or wish to discuss any of this in more detail.

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If you have any of the COVID-19 symptoms as outlined below **DO NOT visit the event** and follow NHS guidance.

If anyone becomes unwell with a new continuous cough or a high temperature in the venue they will be sent home immediately and advised to follow the stay at home guidance.

### Symptoms:

- a new continuous cough
  - high temperature
  - loss of, or change to, your sense of smell or taste
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All staff and visitors will adhere to the following:

- **All workers and visitors must adhere to the NHS guidelines for physical distancing and hygiene measures:**  
<https://www.nhsinform.scot/illnesses-and-conditions/infections-and-poisoning/coronavirus-covid-19/coronavirus-covid-19-physical-distancing>
  - **Do not meet anyone with coronavirus symptoms (new continuous cough, fever or loss of, or change in, sense of smell or taste (anosmia). If you have any symptoms do not attend the shift and notify your project manager.**
  - **Physical distancing requirements in place and must be adhered to.**
  - **Frequent handwashing and hygiene measures for all.**
  - **Cough etiquette is maintained.**
  - **Face coverings to be used indoors.**
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Measures in place for this event:

### Face Coverings.

**Please bring a face mask and wear this indoors.**

**All event staff and stand holders will be wearing masks unless an exemption applies.**

Face coverings are mandatory in most indoor public places and indoor communal spaces, including, restaurants, cafes, bars and public houses, and in workplaces and on public transport. It also continues to be mandatory for face coverings to be worn in all indoor retail settings and storage and distribution facilities, including communal staff areas, unless there is a relevant exemption.

### **Physical distancing**

Although current Government Guidance does not require the venue to enforce social distancing, Upland will be actively encouraging this. Please respect social distancing and consider this as you move around the venue. Signage will be on display to help remind visitors to consider this at all times.

### **Capacity**

Capacity inside the venue will be monitored at regular intervals. There will be signage at the entrance of the venue to explain to visitors that if the space becomes very busy they may have to queue outside.

### **Hand hygiene**

We want to promote good hand hygiene for all staff/visitors and will ensure the provision of alcohol based hand rub (ABHR) at key areas such as entry and exit points. Please use hand sanitiser at regular intervals.

### **Track and Trace**

We will be asking those visiting the Art & Craft Fair to fill out their name, phone number and/or email address for 'track and trace' purposes. This will be clearly stated on the form which can be filled in before entering the space.