

## Restarting of ceramics classes at The Kiln Rooms

Following recent government announcements we are pleased to say that we can safely recommence ceramics classes from early July. We have made a number of changes to the studio and to our procedures, which are inline with government guidance. Below is a section on what action we are taking, before a section on what people coming to a class need to be aware of.

### **Steps The Kiln Rooms are taking**

- **Social distancing:** The studios has been redesigned to ensure that social distancing can be maintained whilst people are moving around and working. In Peckham Levels for example the redesign has created more space in both class areas as we have converted the storage / office area into addition workshop space. We have also removed some equipment, some wheels and will be reducing overall numbers in the studio so that social distancing rules can be adhered to.
- **Cleaning:** There will be new cleaning procedures in place which will be emailed prior to the start of a course and signage will remind people in the studio. We will have a plentiful stock of antibacterial soap, hand sanitizing foam, bleach cleaning solution and paper towels as well as new cleaning systems for staff and studio users.
- **Ventilation:** During opening hours we will keep the front and back doors open at Bellenden Rd, the windows and doors open in Peckham Levels and have extraction turned on to improve ventilation.
- **Risk assessment:** We are in the process of conducting a risk assessment, which will be available to anyone upon request from 1<sup>st</sup> July.
- **Communication:** Before coming to the studio we will send you an email detailing all the changes and safety procedures and we will send a short safety video. There will be signage throughout the studio to remind people of the new practices. We will welcome continuous feedback on procedures from both staff and members to see where improvements can be made.

### **Steps that you should take when using the studio:**

- **Commuting to / from the studio:** We encourage everyone to avoid public transport if possible. If you cycle we will allow you to keep your bike outside the back of the studio in Bellenden Rd. There are plenty of places to lock a bike inside Peckham Levels and if you drive there is plenty of parking nearby. If you can wear PPE to and from the studio please do. We would advise you to regularly check TFL for the latest H&S advice and check the best route.
- **Personal Protective Equipment:** We will require all users to wear a face covering whilst in the studio. We will provide hand sanitiser and we will provide our staff with PPE.
- **Arriving in the studio and starting work:** On arrival, ensure your face covering is in place and sanitize your hands using the non-contact automatic dispenser. Take a paper bag from the box and put your coat / bag / personal items inside. Take a clean apron and towel from the box and move to an empty workstation where you can put these down. Please check in with your teacher and wash your hands before starting work.
- **Whilst working and moving around the studio:** We will have systems in place to ensure that communal tools are cleaned and are not passed from person to person. We will also have a cleaning system at the end of a class, which will ensure that social distancing is maintained. More details of this will be sent out prior to your first class and your teacher will know these.