



## **Birchmere in Covid Amber Readiness Level**

- **Campsite bookings are from 21<sup>st</sup> March 2021**
- **Bookings for The Retreat and Birch Lodge are from 12<sup>th</sup> April 2021**
- **Bookings by Woking District and by Runnymede by arrangement**
- **Max numbers 15 plus a maximum of five leaders**
- **Booking slots:**
  - Weekdays: 6pm – 9pm**
  - Weekends: 9am - 12noon, 2pm – 5pm, 6pm – 9pm**
  - Bookings can merge two sessions**
- **Only single bookings are allowed on site at any one time**
- **Covid Risk Assessments are required for campsite use and are to be submitted and approved by the DCs of Woking or Runnymede as appropriate**
- **Covid Risk Assessment must be approved one week before booking with no subsequent changes apart from deletions**
- **Names and contact details of all participants are to be provided on arrival and kept for at least one month by the meeting leader and Birchmere**
- **Runnymede booking to be via warden to Booking Secretary**
- **Runnymede costs £25 per session**
- **Only the special needs toilet is available**
- **All used items and areas are to be cleaned pre and post bookings as described in the information leaflets found in the cleaning store**
- **A weekly deep clean is to be completed by Birchmere**
- **All cleaning is to be recorded on Whiteboard in Special Needs toilet**
- **All precautions noted in the Covid Reopening Risk Assessment are to be followed**

**If there is a reported infection the campsite will be closed for one week and a post-infection deep clean completed by Birchmere**

**Please note and adhere to all the above to prevent any Covid related issues**

**16/3/2021**