**Protocol for the Gay Gordons’ Classes at Mary’s, Upper Street, Islington**

1. No person may attend a Gay Gordon’s class if the individual
	1. Has symptons of Covid-19 (currently a continuous cough OR high temperature OR loss of smell)
	2. Has received a positive test result for Covid-19 within the last ten days
	3. Has been asked to self isolate by the NHS (for example by the test and trace system) within the last fourteen days
	4. Is subject to a local lockdown rule, a quarantine requirement following overseas travel or is not permitted to have social interactions for any other reason
2. Any person who becomes ill with symptons of Covid-19 within fourteen days after attending a class shall notify the group leader obtain a Covid-19 test and notify the group leader of the results of the Covid-19 test as soon as is practicable.
3. Persons should notify their intentions of attending the class and if this situation changes together with a means of contacting them in accordance with 4. below (preferably a mobile number).
4. In the event that numbers exceed the capacity at Mary’s of thirty people or the class is cancelled (eg because insufficient people can attend or there is an infection within the group or Mary’s is not available), potential attenders will be given as much notice as is practicable so that they can avoid travelling to Mary’s.
5. No change will be given for payments for the class. These will temporarily be £10 per week with every fifth week free of charge. Attenders are asked to pay using online banking if possible giving their first name in the reference field. No refunds will be given – for example if it is not possible for an individual to attend their fifth “free” class.
6. All persons attending a Gay Gordon’s class must provide their name and a telephone number which will be supplied to the NHS Test and Trace organisation if requested. This information will be deleted after 21 days except where an individual has given an express consent for it to be retained for a longer period – for example until the resumption of classes after a break or holiday.
NOTE: by attending the class, consent is given to this variation of the normal Gay Gordons’ privacy policy.
7. Attenders must bring any water they require for their personal use.
8. Attenders should assemble outside Mary’s observing social distancing and will enter and leave via the sports hall’s “fire exit” under the instruction of the group leader. Late arrivals will telephone the group leader or an organiser from outside the building to arrange admission without interacting with any users of other parts of the buildings.
9. All persons attending a Gay Gordon’s class will be subject to a temperature check. If their temperature is high, they may not enter the class but may subsequently be admitted if a second reading no longer gives a high result (eg after ten minutes).
10. Any person who begins to feel unwell or who has a high temperature or whose presence would result in the venue’s capacity being exceeded must leave the class immediately.
11. Attenders should avoid so far as possible utilising the toilet facilities at Marys.
12. Class attenders should bring a face covering (eg mask or vizor) and wear this throughout the class.
13. Attenders should bring hand sanitizer and use this on arrival, departure and at intervals during the class (for instance after adjusting a face covering)
14. Physical contact with surfaces at Mary’s should be avoided and where this is not possible the points of contact should be cleaned eg with sanitising gel or wipes.
15. Verbal instructions by the class teacher or others will be given from a distance of 2m from other members of the group.
16. If the number of attenders is sufficient, the class will be split into “bubbles” separated by a 2m gap throughout the course of the class.
17. All persons attending the class are responsible for their own well being including at the class and travelling to and from the class. All persons must also consider the well being of others. Any person who is in a vulnerable category should take adequate precautions which may include not travelling to or attending the class.