

## Covid-19 Return to Work Room Bookings Health & Safety Guidance



- Please maintain physical distancing at all times and use the hand sanitiser stations
- When coughing or sneezing cover mouth and nose with flexed elbow or use a tissue
- Do not exceed the room capacities
- Cleaning materials are available to clean your area and must be used before and after using the room (all personal touch points should be cleaned) - please dispose of materials in nearest bin
- If you feel unwell do not come to campus and follow government [guidance](#) / [test and protect service](#)
- Face masks can be worn at the discretion of the user ([how to safely wear and take off a face covering](#))