

Co-working

The safety of our residents is our absolute priority at this time, so this booklet sets out the measures we are taking to make The Exhibit as safe as possible during the Covid-19 outbreak.

It has been developed in line with current government guidance, and our approach will continue to evolve to make sure we are always up to date with all the latest advice and best practice.

For reference, the government information about working safely during Coronavirus is available on their website; [link here](#)

Please:

**If you have any symptoms at all -
don't come in to The Exhibit**

**Stay at home, self-isolate, and (if you
can) send us an email to let us know.**

Our approach focuses on two key areas:

1.0 - Maintaining personal distance

This section covers all measures being taken to reduce the chance of transmission through close contact with others

2.0 - Promoting excellent hygiene

This covers the scope and frequency of our own cleaning and sanitising, plus the practices you should follow when using the building.

THE EXHIBIT

Maintaining Personal Space

We have introduced a 1-way system throughout the venue. Please limit your movement between different floors of the venue to the minimum level possible.

The majority of our corridors and circulation spaces are below 2m, so please follow signage and respect people's space, letting others pass before you enter a corridor or more confined area.

Our table capacity has been radically reduced and ensure proper distancing;

Where previously residents could 'hot desk', roving around different areas during the day, we are now asking that people select and stick to a single work station on any given day.

Please be especially vigilant in these areas.

Toilets

If someone is already using the sinks of our toilets, please follow the notices and let them finish before entering.

Meeting Rooms

Please note reduced capacity signage on these, and leave windows open when you are finished

Facemasks

The government are not currently recommending the use of face masks in workspaces. We therefore won't be enforcing this as a requirement for our residents. However, of course, if you feel more comfortable wearing a mask then please do so. If government advice changes at any point then we will be alert to this and adapt accordingly.

We hope you will find our approach thorough and professional, as this is our absolute focus at the moment. However, more than ever, please do tell us if you have any questions or concerns about any aspect of what we or other people are doing. As always, we all remain open and available to talk in person or by email.