

Worcester College COVID Code of Practice Information for your upcoming Event

Worcester College has Covid-secure measures in place across the site. These adhere to UK Government guidelines, the University of Oxford's policies, and the specific requirements of our site and risk assessments.

It is a condition of booking that all attendees at an event adhere to the College's Covid-secure measures at all times. As the event organiser and point of contact, you are responsible for communicating this to all your delegates, speakers, and event staff to ensure a smooth-running event.

Attendees who do not comply with these Covid-secure measures will be required to leave.

The below measures are currently in place. These measures may change in the light of government guidelines, University policies, or our site-specific risk assessments. We will communicate any changes to you as they happen.

Social Distancing

Around the building, you will notice floor marking, posters, banners & Perspex protective screens. Please adhere to the guidelines and keep a safe distance from others. Our meeting rooms are set-up with 2-metre distancing, please do not move any tables or chairs around. In dedicated catering areas, guests should observe social distancing, and our catering tables are set-up in groups of a maximum of six to comply with the law.

Face coverings

Unless exempt, everyone on the site is required to wear a face covering when indoors, except when seated in a group of six people or fewer, or in their own room (for overnight guests). A face covering is not required in our outdoor spaces, although it is still necessary to continue to observe social distancing. Face coverings are not required when passing through the main entrance to the College, but anyone remaining in this area (including to speak with the Lodge porters) must wear a face covering.

Standards of cleanliness

In addition to our regular cleaning schedule, we have introduced several enhancements to our service, to ensure a safe working environment. We have implemented a high-touch-point cleaning programme. There are sanitiser stations at regular points around the building; sanitiser wipes to wipe down work surfaces and dispensers in all meeting rooms for individuals to use as required. Rooms are sanitised after each booking using a high-capacity misting machine.

Track and Trace

It is a legal requirement that attendees comply with the UK's track and trace requirements, either by scanning the barcode in each meeting or food location (for those with the NHS track and trace app on their smartphones) or by logging attendance with the event organiser.

Attendance with Covid 19 symptoms

It is a requirement that attendees comply with the UK's guidelines to self-isolate, book a PCR test and do not come in to the site, when showing symptoms of Covid 19 (for residential stay please follow T&Cs).

The College's priority is the safety of everyone on the site, and we thank you for your consideration. We look forward to the pleasure of hosting for you.