



Health & Safety Advice

Please read before using the hall

- Chairs** Please use the truck provided for moving stacks of chairs. Only a maximum of 6 chairs per stack.
- Children** Please keep children out of the kitchen and supervise them at all times when entering and leaving the building. Unless, used as part of an activity, children should not go on the stage.
- Electrical equipment**
We cannot take responsibility for any electrical equipment brought in by users.
- Fire exits** These must be kept clear of all obstructions. The fire assembly point is by the oak tree opposite the side exit.
- First aid** A first aid kit and accident book are kept in the kitchen above the boiler.
- Spills** Spillages need to be cleaned up immediately. A floor mop is available in the store room in the main hall.
- Tables** Take care when removing the tables from the trolley. Once the safety strap is removed they may fall over. We advise that two people move each table. Safety straps must be replaced before moving the trolley and after use.
- Wheelchair access**
Ramp access is provided at the front entrance. Both external and internal sets of doors can be secured open to facilitate access.