

Covid 19 Risk Assessment Solutions August 2020

Before you arrive at Earlston House Hotel

- Please bring your own PPE and hand sanitiser.
- Have the hotel telephone numbers on your mobile telephone so that you can call us just before you arrive. These are 01803 558355 (landline) 07377724033 (Aidan) 07572439663 (Mij)

Upon your arrival

- Wear a face mask.
- Someone shall meet you at the front of the hotel when you ring the doorbell. If you need help with your bags, someone shall wear gloves to assist you and reduce the risk of infection.
- You shall be shown where the hand sanitiser is located and invited to use it.
- You shall be given the key to your room which shall have been sanitised with a bleach solution and given directions to your room.

Moving around the hotel

- When you leave your room, please complete a visual check of the area you shall be walking through. If it is clear, then leave the hotel safely and quickly. If other people are in the public areas, wait until they have gone. Please wear a face mask in the public parts of the hotel until you have left the building.
- Stay alert and maintain social distancing of 2metres.

In the evening

- Please text Aidan or Mij your breakfast order including what time you wish to have breakfast. We shall reply to confirm the order and time. If we do not receive an order we shall assume you wish to have cereals and toast for breakfast.

In the morning

- Your breakfast shall be delivered to your door. Please wear a mask to reduce the risk of infection when you answer the door.
- Your room shall not be serviced unless there is a genuine reason why another person needs to enter the room, such as blocked toilet or a leak of some sort.

When you leave Earlston House Hotel

- Please telephone us to let us know you are leaving. We shall meet you in the hallway or upstairs if you need help with bags.