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| * This sample document can be used as a guide to help you produce your own COVID-19 risk assessment for the use of the Fairwarp Village Hall.
* It is intended as a supplement to the Fairwarp Village Hall’s own standard and COVID-19 Risk Assessment.
* Before completing this Risk Assessment please read the Fairwarp Village Halls COVID-19 Risk Assessment which describes the actions which you are required to take to help reduce the spread of COVID-19.
* Wording shown in **RED** in the table below is mandatory guidance issued by the Government; **It Must Be Followed.**
* You must complete and return the completed Risk Assessment before your event takes place. If you have any questions please contact us and we will do our best to help you
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| **Fairwarp Village Hall COVID-19 Risk Assessment contact details.** |
| **Name of Hire:** |  | **Date Of Hire:** |  |
| **Name of Club:** |  | **Is this a reoccurring Hire:** |  |
| **Number of members:** |  |  |  |
| **Contact Number:** |  | **Contact eMail:** |  |

By completing and signing the below I confirm that all Fairwarp Village Hall Risk Assessments and COVID-19 Risk Assessments have been reviewed and completed to the best of my knowledge.

Print Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please return this Risk Assessment to the Fairwarp Village Hall Booking Manager upon completion.

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| **Area or People at Risk** | **Risk identified** | **Actions to take to mitigate risk** | **Notes** |
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