**Goose Green Coffee Morning – Information for visitors**

We are so delighted to be starting to meet in person again, when possible. We will be meeting outdoors in the churchyard as often as possible, seated at tables with up to six people. We will try and cope with light showers, but if the weather forecast looks bad the evening before coffee morning, we will make the decision to meet on Zoom instead. Information on this will be included in the Tuesday evening coffee morning email. We may also return to Zoom meetings if the national or local covid-19 situation deteriotes and/ or if it is not possible to meet in a covid-safe way. We will also meet on Zoom when we have visiting speakers.

Please follow these guidelines to help keep us covid-safe.

* If there is a probable forecast of heavy rain coffee morning will meet on Zoom. We will aim for this to be communicated the evening before to all visitor contacts, either in the weekly email or by phone for those who don’t have email access. Please bring an umbrella or rain mac in case of light rain. If it becomes too wet you could take your drink and cake home with you.
* Please wear a mask whenever you are not seated at a table, including when you arrive.
* If you have the NHS app on your phone please scan the QR code when you arrive.
* Refreshments will be provided by table service. When you arrive please choose a table to sit at and someone will take your order for tea, coffee, cake, biscuits, etc. Please do not serve yourself or anyone else to refreshments.
* Please stay at your chosen table and do not mingle with those at other tables or move chairs to other tables. A maximum of 6 people is allowed at each table (or more if from 2 households only).
* Please give your contact details to the volunteer who serves you, for the purpose of contacting you in the event of someone contracting covid-19. These records will be held for up to 21 days after they are recorded.
* You may want to agree to receive weekly coffee morning emails, which will keep you updated about coffee morning and would also let you know if coffee morning will meet on Zoom due to bad weather etc. As these emails are sent by St John’s Church you would also receive emails about services, etc. Please let one of the volunteers know if you would like to receive coffee morning emails.
* If you would like, you may tell us your telephone number so we can try to contact you if coffee morning will meet on Zoom due to bad weather or if there is any other disruption, such as another lockdown. Please let one of the volunteers know if you would like to leave your name and telephone number. These records will be held for up to 3 months after your most recent visit to coffee morning.
* Please only go in to the centre to use the toilets. One visitor at a time is allowed in the ladies’ toilets and the same applies in the gentlemen’s toilets. A mask must be worn when in the centre, including the toilets.
* The kitchen is out of bounds to visitors. P.T.O.
* The church may be visited by individuals for private prayer only. A mask must be worn in church.
* Please get in touch if you develop covid-19 symptoms within 48 hours of attending coffee morning. Please telephone:
	+ 07961 580920
	+ 020 8693 3897

We look forward to seeing you. Thank you for keeping us all safe by following the guidelines.