

Conference and Events Safe Space Guide

RA *venues*

Unique & Memorable Experiences



Your Health and Safety is our number one priority

At RA Venues we understand your first priority before booking, organising or attending an event is your attendee's safety, health and well-being.

We will continue to monitor and act on advice from the UK government, Public Health England and the World Health Organisation, regarding precautions on COVID-19 and adjust these standards accordingly.

Be assured, as a minimum, the outlined precautions and procedures will be implemented and evident prior to reopening the venue and whilst hosting your event.

I want to personally thank you for supporting RA Venues and we look forward to hosting your future events.

Best Regards

Steve Chandler
Managing Director



Cleaning & Hygiene

- We use recognised cleaning products and antibacterial cleaners as part of our new cleaning protocols.
- We have increased the frequency of cleaning, paying close attention to high contact areas such as door handles, handrails and card readers.
- Hygiene stations with hand sanitisers have been placed around our venues and in the meeting rooms for delegates and attendees to use.
- We actively remind all colleagues and guests to continually practice safe hygiene measures.
- For extra safety; any colleagues working in close proximity to one another and our guests must wear personal protective equipment.



Social Distancing



- One-way flow systems and where possible, separate entrances and exits to our venues and spaces.
- Social distancing signage that clearly reminds but doesn't impose on your event.
- Our events team will work with you to prevent congestion on arrival/departure and during refreshment/lunch breaks.
- Revised event layout styles to accommodate social distancing.
- Reduced capacities to comply with government regulations.
- Kitchens and back of house areas adapted to ensure social distancing can be observed by our team.



Food & Drink

We want to work with you to ensure your guests have an unforgettable experience at our unique venues. Our culinary teams have devised a selection of new menus to not only fuel your guests but also to ensure that your safety is prioritised.

Our approach:

- Grab and go, bento boxes hot or cold; a wide range of choices, pre-packed and individually wrapped.
- Sustainable and supports food waste reduction.
- Creative safe food solutions for receptions and dinners.
- Food will be prepared in a COVID Safe environment.
- All refreshments, pastries and cakes will be portioned in individual containers.
- Social distance displays and markers.



Service

- All events staff will be temperature checked prior to arrival.
- All delegates attending meetings and events will be temperature checked on arrival at the venue.
- Event organisers to provide contact list of delegates prior to the event.
- Our venues are operating as cashless and we encourage contactless payments wherever possible.
- Meetings and conference packages will include a Safe Delegate Pack on arrival, which will include facemask, anti-bacterial wipes, sustainable pencil and notepad.
- Competitive rates and flexible rescheduling terms.
- Dedicated events offering and exclusive use is available.



Have a question?

If we can assist with any future enquires or you have any further questions regarding the safety of your events please email the sales team on eventsRAvenues@ravenues.co.uk

Our team would be delighted to have a conversation with you and take you through our procedures in more detail.

We look forward to hosting your future events.



RA
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