

Covid-19 safety measures

Around the building:

- You MUST sign the guest register when arriving and leaving the building. This is primarily to comply with fire regulations, but will help with contact tracing should this be necessary. There are signing in/out sheets at the front door (Ground level) and beside the basement door to the car park (Level B2), so if you come in one way, then please sign out there too. The duty manager needs to check the entire building before locking up.
- There are hand sanitiser stations in the main lobby area on each floor. Please use them and wash your hands regularly throughout the day.
- The lifts can be used but are limited to 2 people at a time. Please wear a face mask when using the lifts or stairs as these are high traffic areas where social distancing is not always possible.
- All the public areas of the building are cleaned throughout each day, including door handles, hand rails, lifts etc.
- Lunch and snacks can be eaten in the Drawing Room on the 3rd floor. This is spacious enough to allow suitable distancing measures.
- Toilets are available in the main lobby area on each floor.
- The car park is owned by the Registers of Scotland building and is normally out of bounds during the working week. Currently their staff are not in the office, so the car park is available for tenants and visitors to St Margaret's House. There's no guarantee of a space, but it's worth checking there first.

In the studio:

- You'll be able to access the room a few minutes before the start time of the course. If you arrive early, then please go directly to the Drawing Room on the 3rd floor where you can wait (accessed through the mailroom). The studios are situated in narrow corridors and are not suitable for waiting in.
- Please sanitise your hands before coming to the studio and on arriving. I have hand gel in the studio.
- Tables, chairs, door handles etc in the studio, and the sewing machines and accessories are sanitised between each class. I will still be able to provide sewing machines and related accessories. If you need to borrow one, you must let me know in advance so I can sanitise it thoroughly. I'm unable to provide other sewing equipment therefore you will need to bring your basic sewing kit comprising: fabric shears, paper scissors, small scissors with sharp points for trimming and snipping thread, ruler, tape measure, pins, chalk pencils or fabric marking pens, quick unpick, a notebook and pen.
- Do not bring unnecessary bags and keep all your bags and belongings under your own table.
- Tables are placed at least 2 metres apart to ensure distancing of participants. I won't require you to wear a face covering throughout the duration of the session. However if you'll need to be closer to watch a demonstration or when moving around to use irons, please wear your mask then.
- If I need to approach you within 2 metres (for example, to assist with your machine), I will use a face covering.
- Completed samples to show techniques are available for view. These are in plastic covers and are wiped down after each class. For your own protection, please wear gloves if you wish to handle these samples, or use hand sanitiser gel immediately afterwards.
- Unfortunately I will not be able to provide the usual coffee/tea and biscuits for breaks. If you require a hot drink, then please bring your own in a flask and your own re-useable mug. The deli/coffee shop opposite is open 10am – 3pm for takeaway food and drinks. If you are bringing water or soft drinks into the studio, then please place them in sports cap style (non-spill) bottles and take any bottles/cups with you when you leave. Drinking water is available from the kitchens on each floor.

Disclaimer and Waiver

I acknowledge the contagious nature of the Coronavirus/COVID-19 and that the public health authorities recommend practicing social distancing.

I further acknowledge that Jennifer Skedd of Artisan Stitch has put in place measures to ensure that social distancing is practised within the premises, and is taking all reasonable actions to sanitise the studio and equipment to reduce the spread of the Coronavirus/COVID-19.

I further acknowledge that Jennifer Skedd of Artisan Stitch cannot guarantee that I will not become infected with the Coronavirus/Covid-19. I understand that the risk of becoming exposed to and/or infected by the Coronavirus/COVID-19 may result from the actions, omissions, or negligence of myself and others, including, but not limited to, staff and other visitors to the premises.

I voluntarily seek services provided by Artisan Stitch and acknowledge that I am increasing my risk to exposure to the Coronavirus/COVID-19. I acknowledge that I must comply with all set procedures to reduce the spread while attending my appointment.

I attest that:

- * I am not experiencing any symptom of illness such as cough, shortness of breath or difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, or new loss of taste or smell.
- * I have not travelled internationally within the last 14 days.
- * I have not travelled to or from a highly impacted area within the United Kingdom in the last 14 days.
- * I do not believe I have been exposed to someone with a suspected and/or confirmed case of the Coronavirus/COVID-19.
- * I have not been diagnosed with Coronavirus/Covid-19 and not yet cleared as non-contagious by local public health authorities.
- * I am following all recommended guidelines from the Government and public health authorities as much as possible and limiting my exposure to the Coronavirus/COVID-19.

By attending the course, I am confirming my agreement to these terms.

I hereby release and agree to hold Jennifer Skedd of Artisan Stitch harmless from, and waive on behalf of myself, my heirs, and any personal representatives any and all causes of action, claims, demands, damages, costs, expenses and compensation for damage or loss to myself and/or property that may be caused by any act, or failure to act of Artisan Stitch, or that may otherwise arise in any way in connection with any services received from Artisan Stitch.

I understand that this release discharges Jennifer Skedd from any liability or claim that I, my heirs, or any personal representatives may have against Artisan Stitch with respect to any bodily injury, illness, death, medical treatment, or property damage that may arise from, or in connection to, any services received from Artisan Stitch. This liability waiver and release extends to the management and staff of St Margaret's House together with all owners, partners, and employees.