

Rules and Regulation (Covid Secure)

Below are the new rules and guidelines for student, parents, guardians and visitors of Geeks Room CiC, to ensure that we are “covid secure” and that we maintain the best standards and safety for all.

- Parent/guardian student drop off, to be on the upstairs landing.
- When dropping off a child, one parent/guardian only in the premises.
- Students need to arrive and leave, within 15 minutes of their start and end time.
- Students (and visitors) are required to clean their hands before entering the main premises. We will try maintain stocks of soap in the toilet, and hand gel dispensers on the door.
- Students are required to sign in when entering the main premises.
- Following Government Guidelines:
 - All individuals are required to adhere to social distancing measures when speaking to mentors.
 - Everyone on the premises is requested to respect and maintain social distancing measures when speaking with other students and visitors.
- Students will be assigned a work/game station, which will be colour coded. (each station has been setup/spaced according to government guidelines)
- Please do not bring any unnecessary items, for example toys or bags.
- Students are required to seek the permission of mentors to move to and use other facilities. For example, VR, Sensory Room, Nintendo Switch.
- Students will need to use the designated walkways if moving to a game area/ workstation / in or out of the main premise.
- Any persistent breach of guidelines by students will be acted upon by Geeks Room CiC.
- Every parent is required to sign/read additional disclaimers and policies for their child, upon renewal and changes of guidelines.
- Mentor offices are restricted to students, and parents/guardians, alternative spaces will be made available for meetings.
- Use of the kitchen area is restricted.
- Please try to keep the stairs clear, and only one student/parent at a time going up/down.

- Parents/guardians should not plan on staying on the main premises, during or outside session times. Only drop off / pick up is preferable.
- Students/visitors will notice colour floor markings and follow the guidelines to each colour, as stated below:
 - Yellow taped lines:
 - This area is restricted access.
 - Please ask permission to enter this area.
 - Blue taped lines:
 - This is a designated work station.
 - Only one person allowed inside the area at a time.
 - Red taped lines:
 - This areas are for staff/volunteers only.
 - Please refrain from going into the areas.

Please sign below to show you have read and understood these guidelines, have spoken with your child to discuss the changes and new rules in place, and agree that you and your child will try adhere to them at the best of your/their ability.

Signed

Name

Date