



EDINBURGH FIRST COVID PROTOCOL

One of our highest priorities is the health, safety, and security of our guests, team members, and business partners. COVID-19 has fundamentally changed the way we live, and we are adjusting our daily operations to fit within the new normal.

In response to this, we and a team of experts have reviewed our existing health and safety processes and developed a new safety protocol. In line with mandatory and advisory Scottish Government requirements, we have a number of protective measures in place to help reduce the spread of COVID-19.

FACE COVERINGS

Face coverings should always be worn when indoors, unless a person is exempt. This includes whilst seated; moving around and queuing at the catering station. Face coverings can only be removed while eating and drinking.

We provide hand sanitisers throughout our venues. Guests must bring their own masks.

RESPECTFUL DISTANCING

We encourage guests to always maintain a respectful distance from each other.

HYGIENE MEASURES

Hand sanitisers are available throughout our venues. Frequent cleaning of surfaces and high touch points in our meeting rooms; catering areas and public spaces is carried out throughout the day.

VENTILATION

Windows and doors will be opened to increase air circulation in our meeting rooms and catering areas. Guests are encouraged to take regular fresh air breaks throughout the day.

FOOD & BEVERAGE

We adhere to strict health and safety measures when preparing and serving food. Menus and service styles have been modified where needed to reduce contact points.

LATERAL FLOW TESTS

We recommend that all attendees to carry out a Lateral Flow Test within 24 hours of attending the event.

Further information:

<https://www.edinburghfirst.co.uk/conferences-and-meetings/covid-19meetings/>