

KGVI Prayer Space

Covid-19 and Social Distancing
Guidance September 2021



From Newcastle. **For the world.**

Entry and Exit Points

Entry

- All users must enter through the main door or Sisters' Entrance. These doors are managed by a smart card reader and users will have to present their smart card to gain access.
- Users must not tailgate.
- Users are encouraged to use either the hand-sanitiser in the corridor or their own upon entering the Prayer Space.

Exit

- Three fire doors will be used as exits, therefore allowing a one way system of flow. The two fire exits at the St Thomas Street end will be used by Sisters (one as the Sister's Entrance) and the two other fire doors at the courtyard end will be used by the Brothers, whether coming from the lower floor prayer space or the mezzanine level.
- The door alarms will be unset 24/7, just as they are during Ramadan.

Occupancy Numbers and Opening Times

Occupancy

- Physical Distancing is no longer required but we encourage users to take caution when interacting with others in the Prayer Space. To allow for a steady transition back to pre-Covid capacity levels the current capacity has been increased to **120**. The breakdown is now:

60 users in the lower level prayer space

40 users on the mezzanine level

20 users in the rear meeting room

Opening Times and management of the space

- The Prayer Space is currently open from 0200-0000 seven days/week. This is subject to seasonal change.
- The Faith and Spirituality Facilities Manager will be onsite between 0900 and 1700 Monday/Wednesday/Friday and will manage the occupancy during the busiest periods.
- Out of normal business hours the users of the space are encouraged to use caution regarding occupancy levels. CCTV and spot checks may be used to manage this.

Direction of Movement and Prayer

- Users of the Prayer Space can move freely throughout the space.
- Brothers who enter the space will follow the corridor and move down the stairs to the lower floor prayer space or up to the mezzanine level.
- Once prayer has finished they can leave via any exit.
- Due to the layout of the Prayer Space wheelchair users and those with impaired mobility should use the main door as an exit.
- Once maximum occupation is reached there will be a one-in-one-out system in place.
- Sisters who enter the space can do so by the main door or the Sister's Entrance and can pray on the mezzanine level.
- Once prayer has finished Sister's can use any exit.

Ablution Facilities and Shoe Storage

Ablution Facilities

- Utilising current guidance we can allow multiple users, although caution is advised.
- Users of the space are encouraged, where possible, to perform ablution elsewhere before coming to the Prayer Space.
- Users will be advised not to queue to use the ablution facilities as this will create a back log of people in the entry corridor.

Shoe Storage

- As users of the space normally remove their shoes before entering the prayer space and store them in either external or internal racks, the use of a one-way system will make this extremely difficult.
- Users of the space are advised to bring their own bag to store their shoes in. If this is not possible the university will provide a temporary bag for users to store their shoes in. These bags will be re-used after an appropriate amount of time has elapsed.

Kitchen Access, Ventilation and Cleaning of the Space

Kitchen Access

- The kitchen area will be open and more than one user may use it, but caution is still advised.

Ventilation

- It is imperative that fresh air circulates regularly throughout the Prayer Space.
- In order to achieve this the windows must remain open and locked in place. Extraction fans in the kitchen and ablution areas will also circulate fresh air.

Cleaning of the Prayer Space

- The Prayer Space will be cleaned regularly by both ESS, the Faith and Spirituality Facilities Manager and the users of the space.
- Surfaces in receipt of high levels of contact (banisters, door handles, etc) will be cleaned more regularly. This will require extra cleaning materials to be left by ESS for the Faith and Spirituality Facilities Manager and users of the space to use.
- Signage will be created to inform users of this.

Security and Signage

Security

- Security staff will perform checks at midnight before the space closes as well as any necessary spot checks while on patrol in the area.
- CCTV is monitored out of hours to ensure appropriate use and behaviour.
- Users of the space must make sure that all entry and exit points are closed properly after use.

Signage

- Appropriate signage will be provided to keep users of the space informed as to how to correctly use the facilities.
- Signage will be available both inside and outside the prayer space.

Face Masks and Social Distancing

Face Masks

- In line with university guidance we encourage users to wear a face mask when moving through the Prayer Space and/or conversing with other users of the space.

Social Distancing

- Social distancing is no longer required but we advise all users to exercise caution when using the Prayer Space.

Track and Trace

- The University utilises the NHS Track and Trace app for some of its venues. The Prayer Space has been designated one of those areas and as a result we encourage all users to scan the QR code (found at the entrance).
- More details regarding the NHS Track and Trace app can be found [here](#).

Queries and Safety Concerns

- If you have any further queries please contact the Faith and Spirituality Facilities Manager by email: owen.seth@ncl.ac.uk
- If you have a security/safety concern please call [University Security](tel:01912086817) on 0191 208 6817 (24 hours a day, 7 days a week)
- We strongly recommend that users of the Space download and activate the [Safezone App](#)

