



PRIFYSGOL
BANGOR
UNIVERSITY



CONFERENCING & EVENTS

AT BANGOR UNIVERSITY

WWW.BANGOR.AC.UK/MEET

**COMMITTED TO
KEEPING YOU SAFE**

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In the last few months the world has transformed and we've all had to change the way that we do things. Whilst things may feel different, rest assured that we continue to be committed to delivering the best possible service, committed to ensuring that your event is a success and committed to providing you with a safe environment.

We have worked with our Health & Safety department to review our existing practices and have introduced new cleaning procedures, social distancing measures and other steps to help keep you and your delegates safe.

All our measures will be reviewed regularly in line with the latest guidance and we will provide you with up to date information on changes to legislation which may impact on your event.

We hope that this document provides you with the confidence to return to our venue soon. If you have any questions please contact us on conferences@bangor.ac.uk, we'd love to hear from you and look forward to welcoming you back.

*- Bangor University
conferencing and events*

Contact us : +44 (0) 1248 388088 | conferences@bangor.ac.uk
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SOCIAL DISTANCING

We understand the importance of social distancing and are taking the following steps to help you and your delegates comply with the guidelines:

- Clear signage and staff in place to guide you through the building
 - Clear signage reminding all those entering the building to wear a mask.
 - Separate entry and exit points enabling a one-way route through the building.
 - Reduced capacities in each meeting room, with all non-essential furniture removed, allowing for 2 meter social distancing. We will advise you on the most suitable room and layout for your event to ensure the safety of your delegates.
 - Large car parks, with ample spaces and access to bike racks, which will limit the need for public transport.
- Large terrace and outdoor space to network whilst observing social distancing rules.
 - Discussion with conference/ meeting organisers to arrange staggered arrival times for delegates.
 - Removal of flipcharts and pens unless required by the organisers. When items are used they will be sanitised immediately afterwards.
 - Upgraded AV equipment which provide opportunities to hold hybrid events



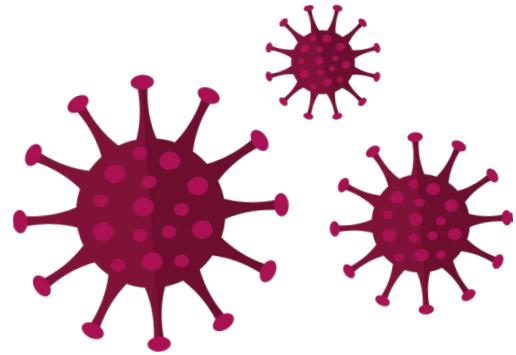
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CLEANING PROCESSES

Rooms will be deep cleaned after every event, with focus on touch points such as lecterns, light switches, door handles, tables and chairs.

- We are cleaning to the specification outlined by the UK Government and endorsed by the Welsh Government entitled "Cleaning in Non-Health Care Settings"
- Spaces including reception desks and toilets will be cleaned on a regular basis throughout the day
- Hand sanitiser will be available at reception and at meeting room entrances.

Our staff will receive training to ensure that cleaning standards are maintained at all times, whilst minimising contact with customers



BEDROOMS

- Bedrooms will be deep cleaned following every stay, with particular focus on common touch points such as light switches, door handles, kettles etc
- Keys will be sanitised after use
- Towels and linen will be professionally laundered at high temperatures
- All non-essential items will be removed from bedrooms.
- Fresh tea, coffee, milk and sugar sachets will be placed in the room following each stay. China mugs will, for the time being, be replaced by disposable cups.
- Shared kitchens will not be available for use



FOOD AND DRINK

When it comes to food and drink, we will continue to adhere to our exceptionally high hygiene standards. In addition, we will take the following steps.

- Pre-packed grab and go food items, freshly prepared on site, for all delegates.
- All cutlery and condiments will be individually wrapped and portioned.
- Designated room for refreshments with separate entrance and exit points.
- Staff limiting numbers entering the refreshments room, ensuring that social distancing is observed. If necessary break times will be staggered.

- Hand sanitiser available near the refreshment point
- All touch points and furniture will be cleaned regularly
- Weather permitting, guests will be encouraged to enjoy their refreshments outside.



WITH YOU EVERY STEP OF THE WAY

We understand that this is a challenging time for any event organiser and we're here to do all we can to support you. There isn't a one size fits all model so we'll work with you, discuss your requirements, address your concerns and put in place the best possible solution.

Nothing can replace the face to face contact of a conference or meeting and whilst there are adjustments that need to be made, we're confident that we can provide a safe and secure environment for your next event.

CONTACT US:

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