

Keeping Indra Studios Covid-19 Secure

In preparation to welcome back clients/staff to the building of HDS and Indra Studios over the coming weeks, HDS have carried out a comprehensive risk assessment to help keep our staff, community and visitors safe.

The buildings are currently operating at well below capacity; however, we will keep all measures under review and advise clients/staff of any amendments should capacity increase significantly.

Please see below for an overview of the actions we are taking and how you can help to keep each other safe. These are in constant review and may change over time.

New measures being implemented :	
Communal areas	<ul style="list-style-type: none"> Increased sanitising of the most frequently used contact points and communal areas Placing 2 metre markers in all queuing areas Signage to aid social distancing Implementing one way and give way traffic systems in areas with high footfall Food and beverage residents supported to operate with social distancing Non security internal doors kept open and monitored to reduce contact points Working to replace code locks with contactless fobs
Outside	<ul style="list-style-type: none"> Distance markings on outdoor seating to facilitate open air meetings where possible Additional bike racks to accommodate increased cyclists
Bathrooms	<ul style="list-style-type: none"> Increased cleaning with isopropyl alcohol Capacity limits, please refer to signage for more details Signage and markers to manage queuing
Kitchens	<ul style="list-style-type: none"> Increased cleaning with isopropyl alcohol Capacity limits, please refer to signage for more details Signage and markers to manage queuing Temporarily removing communal crockery and cutlery
Front of House	<ul style="list-style-type: none"> Providing clear guidance on social distancing and hygiene to visitors on arrival Removal of communal seating A service to open, scan and email and non-confidential post to support home working Replacing the sign in / out system with a digital process Optional gloves and face coverings provided to team
Studios	<ul style="list-style-type: none"> Increased cleaning with isopropyl alcohol to studios' furnishings and sanitizer given . Capacity limits, this is the responsibility and under discretion, accordingly to each client. Discretion advised to each client how they wish to admister PPE or not where needed best. Social distancing when available but under the discretion of how the client would like to act upon it when not possible.