

To: **Members of CCWT**

The following gives information regarding how the workshop will be used until such times as restrictions are lifted.

WORKSHOP AND CARVERS' ROOM

Monday	8.00am -12.00 mid-day 12.30pm – 5.00pm
Friday	8.00am – 12.00 mid-day 12.30pm – 5.00pm
Saturday	8.00am – 12.00 mid-day 12.20pm – 5.00pm

SHOP

	Friday 31 st July and Saturday 1 st August 9.00am – 12.00 mid-day
Thereafter	Saturday 9.00am – 12.00 mid-day

TEA ROOM

CLOSED

In order to comply with 4m. and 1.5m rules we will be restricted to **6** people in the workshop, **5** on equipment plus **1** workshop manager, and **2** in the carvers room.

WORKSHOP

In order to ensure that everybody who wants to use the workshop gets equal opportunity there will be a rotation system in operation.

PLEASE CONTACT PETER HAMILTON AND STATE YOU PREFERRED SESSION
peterhamilton1@hotmail.co.uk
Home: 0243677647 Mob: 0416306009

If possible please give a second option as an alternative.

Names will be allocated to the spreadsheet under the chosen session. The first five names will be offered a lathe, then the next five and the next five and so on until everybody opting for that session has had an opportunity. We then go back to the top and repeat the five etc. You may only be on the list for one session.

You may only choose one option but people will be contacted if a particular session is over populated.

CARVERS

The situation is slightly more complicated for the carvers room. The number of people allowed is based on both 4m and 1.5m rules. The calculation under the 4m rule is complex. The number **2** has been well researched but could well increase if this restriction is eased.

The same kind of rotation will also apply to the carvers.

WORKSHOP MANAGER

It is essential that all members co-operate with the workshop manager at all times. Workshop managers will be members of the board and allocated a session before opening on August 3rd.

It is the responsibility of the workshop manager to ensure strict adherence to government restrictions. He/she will also ensure that all equipment is correctly cleaned and disinfected after each session.

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As there is much less demand for the carver's room I suspect it will be easier to allocate people and they will get more opportunity than for the lathes.

TEA ROOM

The tea room will be closed for August and September. This is because we will be unable to ensure that numbers do not exceed the 4m rule and members keeping 1.5m distance.

The tea room will only be open for access to the carvers' room.

Please bring your own morning tea or use the café.

Please do not attend the club unless you are one of the people allocated on the rotation or you wish to come to the shop. All members must report to the workshop manager on arrival. They will need to sign in giving the contact information required.

- **PLEASE CONSIDER DOWNLOADING THE COVID-19 APP.**
- **IF YOU FEEL UNWELL PLEASE DO NOT ATTEND THE CLUB**
- **IF YOU FEEL UNWELL WHILST AT THE CLUB PLEASE INFORM THE WORKSHOP MANAGER AND RETURN HOME IMMEDIATELY.**