

# The Pilgrims Rest - Weddings

We are delighted to be able to welcome you into The Pilgrims Rest for a wedding. We have conducted a full risk assessment (available on request) to ensure the safety of our staff, visitors, couples and their guests to the building. Please find below some helpful information for you to read through before the ceremony. There is also some important Health and Safety information regarding the building. Please read through all of the following and let us on your contact form that you agree to the terms of the venue before visiting.

**Please ensure you have read these terms and understand them before agreeing to attend.**

- Anyone presenting symptoms of the virus, or who has been in contact/ living with someone who has tested positive, must not attend the ceremony and advise the couple of this.
- Those shielding are advised to take precautions they deem necessary. Streaming/Zoom/video call ceremonies are encouraged for those especially at risk.
- Those with children are asked to have any infants on their laps, children must remain seated for the duration of the ceremony & meal.
- **Guests will be required to wear face coverings for the duration of their time at the venue other than when seated to eat/drink. Children under 11 and those with specific medical conditions are exempt.**
- **The Pilgrims Rest staff reserve the right to ask anyone not adhering to current guidelines to leave the premises.**

## **Before the ceremony**

- Prior to your arrival at the venue you will be asked to fill out a contact form to aid NHS Test and Trace. We do request that one person from each household fills this out on behalf of their family/support bubble.
- Guests will be asked to arrive 20 minutes prior to the ceremony in order for us to have everyone seated for a prompt start to the ceremony. The Pilgrims Rest staff member will summon you into the building by household group.
- Each person attending will have an assigned seat, they are unable to be changed on the day so please do let us know if you have any special requirements. For guests who are unstable or will need back support we are able to provide a chair rather than a bench, please do include this in our special requirements box on the contact information form.
- **Guests will be required to wear a face covering at all times throughout the ceremony.**
- Please call us on 07552873448 if you have any concerns prior to the ceremony.

### **When attending the ceremony**

- The Pilgrims Rest staff members will adhere to the 2 meter physical distancing rules and have no physical contact with you, including but not exclusive to handshakes.
- Please do not enter the building until asked to by a staff member.
- The Pilgrims Rest staff member will summon you into the building and show you where you will be seated.
- You will be asked to use hand sanitizer and put on your face covering before entering the building. (Hand sanitizer provided by the venue)
- We ask that you don't bring any additional family members with you to the venue. Each person must be specifically invited by the couple.
- Children must be seated on their parents lap or remain seated next to them throughout the ceremony. They must not get up from their seat and walk around.
- We ask that you avoid touching objects & surfaces for the duration of your time in the building.
- All doors inside the building will be held or propped open to ensure as little physical contact as possible is used to move around the venue.
- The toilet facilities will be available before and after the ceremony, we ask that guests do not use them throughout the ceremony.
- We ask that guests use the hand sanitizer provided before and after using the toilet facilities.
- Guests are not permitted to go upstairs to either of the dressing rooms.

### **After the ceremony**

- Please remain seated until a member of staff from the venue asks you to leave the building or move to the next space i.e The Dining room.
- We will ask that you keep your face covering on until you have left the building/ are seated for the meal, they can be removed once seated.
- The Pilgrims Rest staff member will request you move row by row to allow for social distancing to take place.
- When leaving the building we ask that you use the hand sanitizer provided again.

### **During the meal**

- You will be called through to the dining room in your household groups, please remain seated until asked to move.
- We ask that you do not rearrange or move the furniture, each item of furniture has been placed to account for social distancing required for the celebration to take place.
- Please remain seated for the duration of the meal, all food and drinks will be brought to your table. Should you need anything please do ask a staff member.
- If you do need to leave your seat to use the toilet, etc. please replace your face covering before leaving your seat and once you are seated you can remove your face covering again.
- When leaving the venue please replace your face covering before leaving the venue, once you are outside you are free to remove your face covering.

**The couple or their guests are required to inform us if they begin showing symptoms and/or test positive for Coronavirus after the ceremony. They must inform The Pilgrims Rest as soon as possible to allow our staff to contact the NHS Test and Trace service, self isolate and for the venue to have a deep clean.**

## **Health & Safety**

- The Pilgrims Rest is a 600 year old building, we ask that all guests are mindful of the low doorways, uneven floor boards and any trip hazards.
- Please note that due to the grade listing we do not have disabled toilet facilities onsite.

**Please confirm via your contact form that you are happy with the above terms and we would be delighted to welcome you into the building.**

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