

HOLBORN FOCUS

Holborn Focus re-opening protection and prevention assurance.

We cannot wait to reconnect with our clients and friends very soon! Our team are ready to welcome you back in our studios with the warm and friendly service you are used to at Holborn Focus.

In anticipation of reconnecting with our clients and colleagues, our risk assessment has been thoroughly examined according to the MRS and government guidelines.

We will be monitoring daily for any changes to keep our guidelines up-to-date, and will continue to share updates as and when applicable.



Sanitisation

- Hand gel will be provided at various access points and where hand washing is not available
- All attendees to our venue will be reminded to wash/sanitise their hands regularly via personal reminders and signage throughout our venue
- Frequent cleaning pre/post sessions and upon the opening and closing of Holborn Focus
- Areas of high use such as door handles, light switches and reception area will be cleaned regularly throughout the day regardless of footfall
- Please allow 30 minutes in between sessions to allow sufficient cleaning of chairs, tables and door handles

Personal Protective Equipment

- Gloves and masks will be available on-site at all times for staff, and more can be made available for project attendees upon request

Social Distancing & Capacity

- Following government guidelines, we request all visitors to Holborn Focus to kindly adhere to the 1 metre minimum social distancing at all times
- Following the current guidelines, we can comfortably accommodate the below capacities:

Layout	Studio 1	Studio 2
Focus Group	6 + Moderator	6 + Moderator
Depth	1 + Moderator	1 + Moderator
Boardroom	5 + Moderator	5 + Moderator
U Shape	5 + Moderator	5 + Moderator
Client Room	5	6

- Corporate space – Room 1: 6
- Corporate space – Room 2: 2
- Corporate space – Room 3: 2

Health Check

- All visitors will be asked some key questions to ascertain health levels prior to travelling to the venue and upon arrival

Incentives:

- Avoidance of handling cash - bank transfers preferred

Catering:

- All drinks and food will now be served in disposable packaging for the time being
- Food will be served in its original packaging to prevent sharing and potential spreading

Stationery:

- Single-use of stationery such as notepads and pens

For more details on our Prevention and Protection Policy or to discuss your next project, please do get in touch.