Hi

As you will be aware we have made some changes to the way that Alexander Technique lessons are delivered and how you access the building.

We are following the Government Guidelines on Close Contact Services and have put in place a number of measures for your safety, and ours. You need to be aware of how these changes affect you when you come for a lesson.

Please could you:

* Arrive at the time of your appointment.
* Wear a face covering.
* Sanitise your hands on entry to, and departure from, the downstairs lobby.
* Hand washing facilities are provided in the lobby toilet - notices will direct you
* Scan the QR code displayed in the lobby if you have signed up for the NHS Covid-19 app
* Pay for your lesson and make a further appointment (if you wish to do so) **before your lesson.** Lesson charge remains at £25 for a 35 minute appointment.
* Pay by contactless payment if possible.
* Remember to bring your own electronic or paper diary to make a new appointment.
* Come on your own.
* Leave bags/coats/shoes in the reception area.
* Bring your own drink if you need one.

If you feel unwell in anyway please cancel your appointment and stay at home.  There will be no charge for cancelled appointments due to illness even at short notice.

We will:

* Follow the Government Guidelines on Close Contact Services
* Have a written risk assessment - you are welcome to a copy on request.
* Ensure that there is only one client in the centre at any one time so there is no overlap between clients.
* Sanitise all work areas between lessons.
* Wear appropriate Personal Protection Equipment.
* Provide your contact details to NHS Test and Trace if requested (please let us know if you don't wish us to do this)

If there is anything that you are concerned about either before, during or after your lesson please do let us know and we can make appropriate changes. We are all having to adapt and change to a new and fluid situation and your feedback will help to make everyone safe.

We look forward to seeing you.  John and Christine