HOFN

YOUTH CENTRE

Rules & Conditions of Use

These are the Rules and Conditions expected to be adhered to by Höfn users:

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| 1 | No smoking in the Höfn premises or near the entrance doors. |
| 2 | No alcohol or drugs to be brought into the Höfn or used on the premises surrounding the Höfn. |
| 3 | No admittance to anyone under the influence of alcohol or drugs. If anyone is attempting to gain entry - phone or text the Youth Support on duty. |
| 4 | No footballs or other objects to be kicked or thrown around inside. |
| 5 | No bullying – Respect each other, share equipment, let others have a go. |
| 6 | Respect the property and people who live in the surrounding area. |
| 7 | Please respect noise levels when leaving the premises and keep noise levels to a minimum after 10:30pm. |
| 8 | Accidental breakages happen from time-to-time, but deliberate breaking of the Höfn property or equipment is not acceptable. Any breakages should be reported to the Youth Support on duty or the Westray Development Trust Office. |
| 9 | Keep the building clean and tidy, inside and out, put rubbish in bins provided. Wash up cups etc. |
| 10 | All parents remain responsible for the children at all times whilst their child is using the Höfn. It is up to parents to provide their own ground rules for their child’s behaviour and time spent at the Höfn. |

Contact:

Westray Development Trust office – 01857677858, [isobel@westraydevelopmenttrust.co.uk](mailto:isobel@westraydevelopmenttrust.co.uk)

Youth Support on duty contact details are displayed on the front door of the Höfn at all times.

COVID-19 HOFN RULES

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| 1 | Face coverings must be worn **at all times** in the Höfn unless you are exempt under Scottish Government guidelines or you are eating/drinking. |
| 2 | Wash your hands frequently including on entry and exit of the Höfn and when sharing the game equipment. Hand sanitiser and hand soap have been provided. |
| 3 | Höfn users must use the cleaning wipes provided to clean equipment between uses. E.g. remotes, games consoles, etc. Place any used wipes in the bins provided. |
| 4 | If the weather allows, please open the windows and/or wedge doors open to help keep the Höfn well-ventilated. |
| 5 | You must sign in on entry to the Höfn for Track & Trace purposes. Contact detail slips will be available in the pool table room as you enter the Höfn. You should fill this in and place it in the box provided. These will be kept for 21 days before being destroyed. |
| 6 | Use the tissues provided for coughs and sneezes. Bin any used tissues and then wash your hands. |
| 7 | If you or anyone in your household has COVID-19 symptoms you should stay home, self-isolate, and follow NHS isolation and testing guidance. Do not visit the Höfn. |