

Welcome to Dinorwic Mill Cottage

Due to the current situation with COVID-19 there are a set of 'special rules' for using Dinorwic Mill Cottage (referred to here-in as 'the hut') and its grounds. These rules are additional to the normal rules and guidance for the hut as set out in this document.

You must ensure all members of your group understand and abide by these special rules, as well as the normal rules and guidance for using the hut. All members of your group are responsible for being aware of and complying with the current regulations and laws for COVID-19 in Wales - <https://gov.wales/coronavirus-regulations-guidance>.

*Please note that although the following rules are intended to allow the safe use of the hut it is not possible to guarantee that users of the hut will be free of the risk of infection from COVID-19. **With the exception of exclusive bookings, users of the hut may be sharing the hut with other households.** By staying at the hut, members of visiting groups are confirming that they understand and accept these risks.*

- The hut can now operate at full capacity. This means 12 people can stay at any one time, including anyone who chooses to camp or stay in a motorhome.
- No additional visitors that will take occupancy (even temporarily) over 12 people are allowed in the hut. This is to reduce pinch points in high use areas such as the toilets and kitchen.
- Any visit to the hut or grounds must be by prior arrangement with the hut booking administrator - hutbookings@bowlineclimbingclub.co.uk.
- The hut is only available to be booked by club members (and members of the Barrow MC and Rugby MC), bookings are on a first come, first served basis. Please make every effort to avoid cancelling bookings, particularly at the last minute, as hut availability is limited at the moment.
- Each visiting group must provide contact details for all members of the group for the purpose of 'track and trace'. Information will be held in line with the club's [privacy policy](#).
- The hut can now be used at all times, including mid week. There is currently no requirement for a closure period between stays.
- Each visiting group must bring their own pillows, pillowcases and any bedding.
- Each visiting group must bring their own tea towels and hand towels.
- Visiting groups must ensure they leave the hut in a clean and tidy state upon departure. It is important to remove all belongings from the hut upon departure.
- Due to reduced ability for club members to visit the hut for maintenance each visiting group must report any maintenance issues promptly. Each group must also report if any supplies of cleaning materials, toilet roll, etc, are running low.
- All bookings of the hut are subject to cancellation or amendment at any time. This is necessary to allow us to comply with any changes to regulations or laws in Wales, and to manage the risk to visiting groups in the event that a member of a previous visiting group to the hut has reported symptoms of COVID-19.
- You must notify the hut booking administrators if any member of the visiting group develops symptoms of COVID-19 either during the stay or afterwards.
- You are not permitted to use the hut or grounds if any member of your household (or extended household) have any symptoms of COVID-19 within 72 hours of your intended arrival. This applies even if the member of the household or extended household who has the symptoms is not a part of the group visiting the hut or grounds.

- A COVID-19 risk assessment for the use the hut is included at the end of this document.

We are proud of Dinorwic Mill Cottage and want your stay to be as pleasurable as possible. Please read the following carefully.



The Bowline Climbing Club Limited is a registered society under the Co-operative and Community Benefit Societies Act 2014. Registered under No. 31545R with the Financial Conduct Authority.

Registered Office: Dinorwic Mill Cottage Tai Felin, Brynrefail, Caernarfon, Gwynedd LL55 3NR – v20170720



IMPORTANT INFORMATION:

The Bowline Climbing Club takes its' responsibilities for child protection, disability discrimination and fire prevention seriously. If your party includes any young persons under the age of 18, then please ensure that you are compliant with the relevant child protection legislation. Similarly, if your party includes anyone with a disability, we have tried hard to comply as best as we reasonably can with the relevant acts; however, both the size and nature of Dinorwic Mill Cottage needs to be understood.

You must ensure that you have checked the fire warning system and your entire party are aware of the available escape routes and firefighting appliances.

For reasons of hygiene, in addition to their sleeping bag, each member of your party is advised to bring a pillowcase.

THE CARDINAL RULES FOR STAYING AT THE HUT:

Whilst all persons staying at the hut must read all the information carefully in this guide, the Hut Secretary would like to draw your attention to these cardinal rules for staying at the hut:

- 1. You must book before staying at the hut.**
- 2. Sign the Hut Book on arrival; test the fire alarm, and safety lights and sign that they have been completed in the Hut Book.**
- 3. Respect all other users and our neighbours.**
- 4. Leave the hut clean and tidy.**
- 5. Do not leave pots and pans draining. Put them away immediately.**
- 6. Unless you have pre-paid, hut fees are to be paid upon your arrival home.**

ON ARRIVAL:

Noise – Please minimize any disruption to our neighbours and park carefully off the track in the lay-by opposite, in the campsite by the gas cylinder, or on the apron in front of the hut.

Access – Is initially by the left hand (kitchen) door. In the dark you may need a torch.

Power – The mains electricity switches are in the lounge by the emergency exit (two switches high up). The power must be left ON.

Sign In – List each member of the party in the hut book immediately upon arrival.

Fire Checks – Check the emergency lighting and smoke alarms using the instructions in the LOG BOOK provided and sign-off.

Heating – Is controlled from the kitchen by a push-button timer next to the boiler.

Fridges (x2) – These are in the kitchen and need to be turned on.

Fire Precautions – As soon as you are settled in, your entire party should familiarise themselves with the locations of the three fire exits (emphasizing that these need to be left unobstructed by rucksacks, bikes etc), and the locations and types of firefighting appliances.

DURING YOUR STAY:

No Smoking – It is illegal to smoke (including e-cigarettes) inside the hut.

No Dogs – No dogs, except guide dogs, are permitted in the hut.

Chemicals – No bleach in the toilets or shower as we have a septic tank.



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Security – We are very fortunate in not having had any break-ins. To ensure this continues, keep your belongings secure. Even for short absences, lock all doors and ensure all windows are securely closed. If any of your party are using the campsite, we strongly advise taking your tent down during the day to deter theft.

Bunks – There are no 'reserved' bunks for Bowliners who might turn up, no matter what they tell you. If you have booked and paid for exclusive use of Dinorwic Mill Cottage, then they simply shouldn't be at the hut, unless by prior agreement.

Bedroom window – The main bedroom window is for emergency use only. No one is to enter/exit via this window except in an emergency. The area around window must be kept clear at all times.

Children – Parents/Guardians are responsible for their children at all times. This includes ensuring children adhere to the hut rules and that appropriate behavior is maintained in and around the hut.

ON LEAVING:

Leave No Food – Except in glass or tins.

Rubbish – Put all your non-recyclable refuse into sacks and in the wheelie bin outside. These are emptied fortnightly.

Recycling – There is a wheelie bin outside for recyclables, which is emptied fortnightly. Only dry clean recycling is accepted, i.e. paper, cardboard, plastic, metals, etc. **NO FOODSTUFFS**. All recyclables must be put separately into the wheelie bin, **NOT** inside a black plastic bag. Gwynedd Council refuse to collect recycling if any black bags are in the wheelie bin, as they deem it as 'contaminated.'

Fridges – Turn off **BOTH** at the plug; remove all contents and leave the doors propped open (a tea towel is a suitable prop).

Windows And Doors – Check all are closed and secured.

Clean And Tidy – We do not employ anyone to clean-up after your stay so you are expected to leave Dinorwic Mill Cottage as you would expect to find it. Please pay particular attention to:

- Microwave
- Oven
- Kitchen tiles & windows
- Bathroom and shower (close the sliding doors on the shower cubicle)
- Hand contact points and shared equipment

Payment – If you have not pre-paid, then your hut fees are required immediately after your stay.

NIGHTLY FEES:

Members (and members children)	£5
<u>Guests (maximum of two per member)</u>	£7
<u>Non-members (and additional member's guests)</u>	£12
<u>Exclusive use</u>	£144

At the discretion of the committee, a cancellation charge (not exceeding the value of the booking) may be imposed on groups of 4 or more people cancelling a booking less than 7 days before arrival.

IN CASE OF PROBLEMS:

Ian Robinson is our Hut Secretary and can be contacted on 07762 757221 or hutsecretary@bowlineclimbingclub.co.uk.

COVID-19 RISK ASSESSMENT – Last updated 16th May 2021



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What is the risk? Spread of the virus

Who can be affected? Hut users, club members, contractors:

Action to be considered	Action taken
Potential for asymptomatic infection to be present in a hut user	All visitors are encouraged to take a lateral flow test in the 24 hours prior to travelling to the hut
Are appropriate provisions in place to ensure social distancing can be maintained?	Bookings are limited to a maximum of 12x people at any time. It is not permitted for any additional users to stay outside the hut, or for visitors to the hut to cause the maximum capacity to be exceeded. Anyone using the hut should take steps to maintain social distancing and reduce the risk of transmission of Covid-19, particularly in pinch points such as hallways and bathrooms. Sleeping, living and cooking arrangements should be adapted to maintain social distancing between different households.
Are appropriate handwashing facilities in place, including hot and cold running water, soap and disposable hand towels? Alternatively (or additionally) is sufficient hand sanitiser available at appropriate locations?	The hut has hand washing facilities in the kitchen and bathroom areas with communal sinks that are always available for hand washing. Soap dispensers are available at every sink. Hand towels have been removed from the premises. Each visitor must bring their own hand towels (and take these away with them upon departure).
Is there an effective action plan in place to deal with someone with suspected symptoms, should it be necessary?	Each visitor is responsible for dealing with any medical issues including suspected COVID-19 symptoms. Details of all members of visiting groups are collected upon booking and visitors are required to notify the hut booking administrators if any member of the group develops symptoms of COVID-19 either during their stay or afterwards. You are not permitted to use the hut or grounds if any member of your household (or extended household) have any symptoms of COVID-19 within 72 hours of your intended arrival. This applies even if the member of the household or extended household who has the symptoms is not a part of the group visiting the hut or grounds.
How can you ensure appropriate areas such as hand-contact points, including any shared equipment, are disinfected to prevent spread? (consider what to do and how often)	Bookings are limited to a maximum of 12 people. You are encouraged to clean hand contact points and shared equipment on arrival and regularly during your visit. Each group will still be required to clean the hut upon departure following the existing hut cleaning guidance (see above).



<p>Are you able to display education pieces, such as a symptoms awareness and handwashing guidance, to raise awareness and promote safe practices?</p>	<p>Symptom awareness and handwashing guidance are included in this document which is available for all visiting groups to the hut or grounds.</p> <p>The members of each visiting group are responsible for monitoring their own health and maintaining hygiene standards.</p>
<p>How can ensure you remain up to date with the latest guidance from government, public health and your National Governing Body?</p>	<p>The hut secretary will monitor guidance updates from the government and The British Mountaineering Council on a weekly basis.</p> <p>Any changes which may affect the usage of the hut and grounds will be escalated to the committee for discussion and appropriate action.</p>
<p>Contractors and visitors need to be managed appropriately. Have you considered potential control measures, which may include only allowing essential work to take place, providing handwashing facilities and ensuring social distancing is maintained?</p>	<p>Visitors or contractors that will mean the occupancy of the hut, even temporarily, will exceed 12 people will not be permitted within the hut.</p> <p>Any contractors, members of club, or other visitors to the hut will be treated as a visiting group and subject to the restrictions set out in this document.</p>

COVID-19 SYMPTOMS:

The main symptoms of coronavirus (COVID-19) are:

- a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

To protect others, do not go to places like a GP surgery, pharmacy or hospital if you have any of these symptoms. Get a PCR test to check if you have coronavirus and stay at home until you get your result.

[Learn more on nhs.uk - https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms](https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms)

COVID-19 HAND WASHING GUIDANCE:



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HM Government



Coronavirus

Wash your hands with soap and water more often for 20 seconds



Palm to palm



The backs of hands



In between the fingers



The back of the fingers



The thumbs



The tips of the fingers

Use a tissue to turn off the tap.
Dry hands thoroughly.



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