



# WORKWELL

## FAQ: RETURNING BACK TO WORK

Here are the most frequently asked questions we have been asked by members in preparation of returning back to our buildings. We hope they help with your first day back, if you have any other questions that haven't been answered please e-mail [support@carrwoodpark.com](mailto:support@carrwoodpark.com).

### **Is there anything I need to be aware of before I return to site?**

You need to complete an online self-declaration form beforehand (we have a link should you need one). You should also let us know your return date.

### **Are there any parking restrictions to follow?**

There are no changes to the car parking and access to the park.

### **What time do the gates open?**

Main gate entrance will be open from 06:30 as usual and will be closed at 19:00. Anyone accessing the park between these times will have to use their access card to enter the site.

### **What are the main procedures when we enter the Centre?**

When you enter the building wait to enter if someone is already in the entrance using current social distancing guidelines. Use the hand sanitising station when entering and register with the Front of House on arrival.

### **Will anything be different inside the buildings?**

Upon entering you will see we have lots of signage in place as part of COVID controls. Please adhere to all signage in place and respect social distancing. Multiple sanitising points are available throughout for your use.

### **What measures do you have in place to reduce numbers in the toilets at one time?**

We are recommending people follow social distancing guidelines and maintain a suitable distance from one another while using the toilets, no numbered restrictions are currently in place.

### **Kitchen usage/where can I eat my lunch?**

The kitchen occupancy is no longer reduced, and tenants are permitted to use the kitchen facilities as required. We ask that all tenants please adhere to any signage being displayed and to consider bringing your own mug, cutlery and refillable water bottle to take home to clean.

We are asking people to consider eating their lunch at their workstations. Alternatively, you are welcome to use the grounds and the outdoor areas across site (**Note:** these are not monitored).

### **What if I feel unwell with COVID symptoms off site after being on site?**

Please make sure you inform your line manager **immediately** so we can put in place the appropriate measures within the centre quickly.