

2020

A PLACE TO
feel Safe



EVENT
EXETER
University of Exeter

aim
An assurance of excellence in
business meetings and events
Service. Safety. Health. Responsibility.

OUR commitment from us to you

We love events and we love people, so ensuring a safe environment for our clients and staff is fundamental for our future.

As we look ahead and adapt for a new era, we're working hard to ensure that, when the time is right we continue to offer a first-class service, whilst keeping our customers and indeed our colleagues safe.

What we pledge to you and your delegates is a safe, relaxed environment, where you can enjoy your event experience at ease.



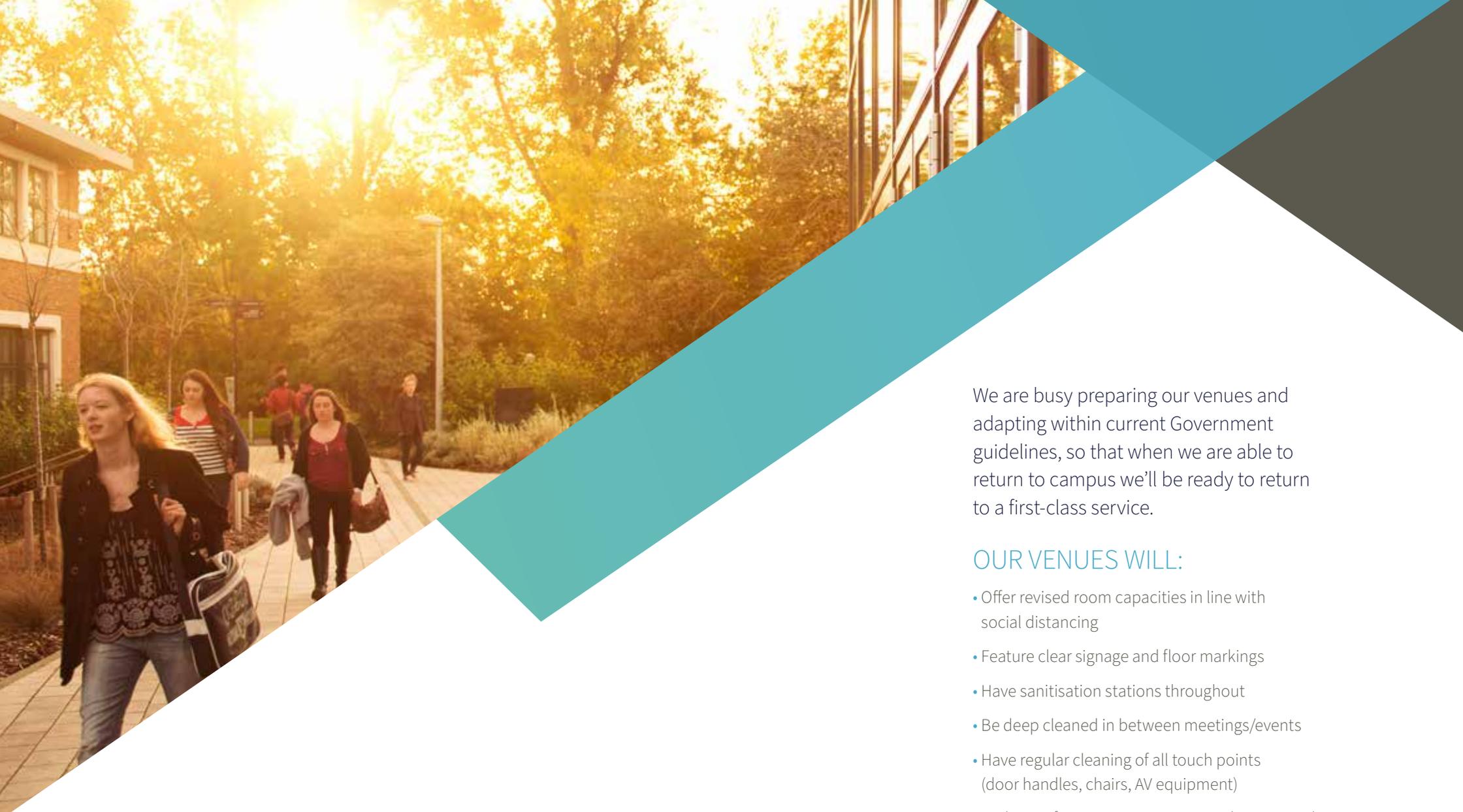
THE SAME DEDICATED *Team*

Whilst we are currently unable to deliver live events, we are still available to talk through your eventing plans and aspirations and plan for the future.

OUR TEAM WILL:

- Complete Covid-19 employee training before returning to campus
- Adhere to flexible booking conditions
- Work with you every step of the way to design a safe and deliverable event





THE SAME
UNIQUE *spaces*

OUR VENUES

*The same unique spaces
offering flexible options
for all manner of events*

We are busy preparing our venues and adapting within current Government guidelines, so that when we are able to return to campus we'll be ready to return to a first-class service.

OUR VENUES WILL:

- Offer revised room capacities in line with social distancing
- Feature clear signage and floor markings
- Have sanitisation stations throughout
- Be deep cleaned in between meetings/events
- Have regular cleaning of all touch points (door handles, chairs, AV equipment)
- No longer feature unnecessary touchpoints such as flipcharts, paper and pens - all available on request
- Offer an Antibacterial kit for all meetings/events
- Give you plenty of outdoor green space for meetings and breakout sessions

THE SAME EXCEPTIONAL *events*

CATERING

- Bespoke menu packages designed to maximise the impact of your event and budget
- Event specific risk assessments and full compliance to current guidelines
- Local, ethically sourced produce from the South West
- Highly trained and welcoming staff

ACCOMMODATION

- Easy check-in with advanced pre-paid bookings
- Bedrooms will be deep cleaned and sanitised between bookings
- All housekeeping equipment will be sanitised at the beginning and end of each shift
- Room keys will be sanitised and provided in envelopes
- Regular daily touch point cleaning
- Provision of cleaning products and equipment for users of kitchen facilities
- Strict adherence to British Institute of Cleaning Science (BICSc) standards

DIGITAL TECHNOLOGY

We're excited to be able to offer new opportunities for online events. Whether it's a hybrid event, with limited numbers of delegates on campus and others online, or purely streaming your event to a worldwide audience, we can work with you to find a solution.

We understand that those online delegates are just as integral as those at the live event and can provide a seamless interactive experience for both parties.

Speak to a member of the team to find out more.



VISIT US *virtually*

Fancy touring our venues? Sadly that's not possible right now, but you can take a look at our virtual tours and have a good look inside. Join members of the team as they introduce you to our venues, giving you vital information along the way.

YOUR COMMITMENT

We are putting measures in place to ensure you and your delegates are safe. At the same time, we kindly ask that you:

- Adhere to social distancing and signage guidelines on campus
- Brief your delegates before your event with regards to measures in place. We'll send Venue Safety Guidelines for you to share with delegates, before your event
- Plan ahead with regards to your event layout to ensure social distancing measures are in place
- Encourage delegates to stay at home and join virtually if they are feeling unwell in any way

