

**Regency Park
Hotel**



As the country is in the unprecedented situation of having to deal with the impact of the Coronavirus, we, as an independent collection of hotels, have taken steps to ensure that we are as effective as possible within our day to day business with residential guests, diners, attendees at weddings, events & conferences; our leisure and golf members as well as our staff.

All staff have been issued with relevant NHS and government guidelines regarding the particular steps to help avoid the spread of Covid-19.

The same NHS guidelines have been attached in recent communication with leisure & golf members and users.

We have stringent health & safety policies in our kitchens and back of house areas as part of our general day to day business practice

For all guests who are staying with us, our priority is your comfort and enjoyment of your stay so we have added some additional sanitisation steps, more details of which can be found in our hotel rooms.

We already have anti-bacterial hand gel stations around the hotel and are investing in further units; these will be placed in strategic points around the hotel in public areas and meeting rooms.

We are confident that we have a sufficiently robust supply chain to help ensure that we are able to deliver our normal standards of service across all areas of our business during this time

We will ensure that we are conversant with all relevant government and PHE, NHS guidelines and should there be any relevant statutory changes we make you aware via an updated version of this notification.

In terms of forward bookings from 28th February 2020, travellers and clients should be aware that our normal terms and conditions of business apply in relation to any cancellation requests for all wedding, events as well as meeting & accommodation bookings. Clients should check with their insurers should they wish to cancel any reservation, event or wedding.

For further information on Covid-19 please visit:

<https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

<https://info.westberks.gov.uk/article/36767>

<https://www.harlow.gov.uk/news/coronavirus-latest-information-and-advice>

<https://www.hertfordshire.gov.uk/about-the-council/news/news-archive/coronavirus-frequently-asked-questions>

<https://www.hbaa.org.uk/content/situation-update-correct-1600-02-march-2020-visit-britain-re-coronavirus>

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