

Useful information for your visit to Ashorne Hill

When you arrive

Your safety and wellbeing is really important to us and we continue to provide a really safe space for you to do business in. Here's a few things to take note of:



Please wear a mask when entering the building and at all times when walking around corridors and public areas.



Plenty of space to spread out



Well ventilated areas



Use our hand sanitising points



Please use contactless payment



Check in to NHS Test and Trace when you arrive

Please do an LFT (Lateral Flow Test) for Covid-19 within 24 hours of your arrival. Please do not attend your meeting or course if you have a positive result or any of the 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

Other things of note:

- Parking is free and there's plenty of it. Try not to leave any valuables in your car. Sorry, but we can't be held responsible if anything happens to your valuables or your car.

- Bring a brolly just in case there's a small queue heading into reception. We will continue to ask for email addresses from organisers for all visitors as this will help with Track and Trace.
- Weather permitting, windows and doors in public areas may be left open to aid ventilation. Please be aware and bring a warm jumper or cardigan in case you feel cold.

Overnight delegates

If you would like to open a room account, simply give us the details when you arrive. Or pay for any extras using contactless payment. Our accommodation is in blocks external to the main building so a coat may be useful in inclement weather.

In your meeting room

We will have agreed with the organiser the most spacious layout possible to provide maximum comfort and safety in the room. To help keep you safe, we recommend:



Pick your spot and stay there for the duration



Use our hand sanitising points



Bring your own stationery just in case



Bring your own water bottle

We won't leave meeting room windows open overnight but please feel free to open windows or doors to increase ventilation in your meeting space. All we ask is that you close them at the end of the day.

In the restaurant



Please wear a mask when entering/leaving and moving around the restaurant



Use our hand sanitising points



Please use contactless payment



Order drinks from the bar



Know what time your dinner is from your organiser



You'll dine from the restaurant menu

A vegetarian and healthy option is always available at Ashorne Hill but let us know, directly or through your organiser, if you have specific dietary allergies such as peanuts, tree nuts, gluten, sesame, eggs, milk, mustard, lupin seeds, sulphites, molluscs, fish / fish sauce, soya / soya beans, celery / celeriac, shellfish / crustaceans. Please tell us if you have any medical conditions we should also be aware of.

A breakfast bag can be arranged for you but must be booked on arrival. Refreshments will be available from our designated areas. Keep your breaks flowing by making sure access to the coffee machines is available at all times.

Other things you need to know

We want you to feel at home whilst you're on business at Ashorne Hill, so the dress code is comfy smart casual. Don't forget if you're doing outdoor team building or enjoying one of our fabulous outdoor BBQs, wrap up warm and be prepared for our unpredictable British weather. Shorts are not allowed in the dining room at dinner time and flip flops should be saved for your holiday and not your business meeting.

Leisure facilities:

Get some fresh air and headspace during your event by exploring our amazing 35 acres of grounds. Outdoor activities include:

- Jogging trail – 2k or 3k. Map available at Reception
- Please contact Reception to check if you wish to use the football pitch or croquet lawn.
- Indoor activities:
- Gym – Please book at Reception
- Sauna – Please book at Reception
- Ashorne Hill takes no responsibility for injuries to people or their personal belongings whilst undertaking leisure time activities during their stay.

Smoking:

Ashorne Hill operates a no smoking policy. However, there are dedicated covered shelters located by the Church Door Car park, back of the bar area and outside the Concourse. Please check the site map for their location. Please remember to keep your distance from others in these areas to help reduce infection rates.

Fire procedures:

When entering any area of the building please make yourself aware of the nearest fire exit. In case of an emergency please exit as quickly and safely as possible and assemble on the tennis courts which are located on the left-hand side as you enter Ashorne Hill. Please remember to keep socially distancing when vacating and entering the building and on the tennis courts.

We hope that you enjoy your visit.

