

Keeping everyone safe in our building.

Dove Lodge Visiting Client Safety Policy for Tenants and Room Hires.

We expect all tenant organisations and casual room booking organisations to carry out an appropriate risk assessment for all their clients visiting the Lodge.

For example, we recommend the following.

1. There should be a plan for the arrival and departure of all clients, especially the frail and infirm.
2. There should be supervision of clients that may be a physical risk to themselves or other users of the building.
3. If there are any other clients or callers to Dove Lodge that have special requirements or needs, these will have to be considered in advance of their visit.

Dove reserves the right to request copies of risk assessments of any client visiting Dove Lodge, and to require information on what steps are in place to mitigate any risks.

Reception must be informed in advance of any high-risk client visits.

Clients deemed high risk should not visit The Lodge unannounced unless an arrangement is in place, which has been agreed in advance with the Director. This should include a representative of the organisation concerned being present at reception.

Dove Lodge bears no responsibility for the actions of any client who is visiting The Lodge.

I am sure all of us wish to maintain a safe environment for all in the Lodge.

This extract of our Memorandum and Articles states our policy on admittance to our building.

Dove Lodge offers affordable, accessible office accommodation for hire or rent to voluntary organisations and community groups. Particular regard is given to those small and emerging groups who need help and support in their embryonic stages. The centre is open to all and everyone is treated with dignity and respect, regardless of race, religion, nationality, gender, sexual orientation, disability, age, or any other characteristic.