



41 PORTLAND PLACE

As the home of the Academy of Medical Sciences, you can trust that our venue takes your safety and wellbeing extremely seriously. In response to the current pandemic, the Academy of Medical Sciences (41 Portland Place) has conducted a full covid-19 risk assessment of the venue and all government policies and recommendations have been implemented and followed.

Sales

- Show rounds are digital by default, virtual tours and 3D images are available for viewing, please click [here](#).
- We encourage digital tours, however socially distant show rounds are also available and will be organised at times to minimise travelling at peak times.

Registration & arrivals

- Organisers must complete advance online registration for their attendees.
- Organisers must keep contact details of all attendees for 21 days in line with GDPR for contact tracing purposes.
- A hand sanitiser station is available on arrival and elsewhere around the building.

Movement flow & room layout

- New Covid safety signage.
- Priority use of lifts for those with mobility needs.
- Windows and doors are open in all rooms where practical to help with airflow.
- Room layouts and capacities have been revised in line with current government physical distancing policies. Our event team are on hand to advise on the best physically distant room layouts for your event.

Venue and events team

- All staff are fully trained on Covid-19 health, safety and physical distancing policies.
- All staff are supplied with appropriate Personal Protective Equipment (PPE) and have access to washing facilities and sanitiser stations.

Enhanced cleaning and washing facilities

- Sanitiser stations are located around the building.
- All bathroom taps are fitted with motion sensors for no-touch handwashing.
- High touchpoints such as handrails, door handles and lift panels are disinfected regularly during the day.

- Washrooms are regularly cleaned and disinfected.
- Tables and chairs are disinfected before and after events with guests encouraged not to swap sitting positions.

Audio Visual

- Hybrid meeting packages are available to enable virtual and physical delegates to participate in events.
- Hired AV equipment sanitised twice a day.
- High touchpoints such as lecterns and microphones to be sanitised after every use. Disinfectant wipes are available on lecterns and top tables.

Food

- Pre-packaged 'grab & go' refreshment break snacks.
- Bento box lunches available.

Booking policies

- We have updated our bookings policy so that if government advice changes and your event can no longer happen, an alternative date will be offered free of charge.

If you would like to hear more about any of our COVID-19 risk assessments or safety procedures, please contact Enquiries@41portlandplace.com or 020 3141 3255.