

# REGAL COURT

BUSINESS CENTRE

# JUNE

What's Happening at Regal court Business Centre

May 2020

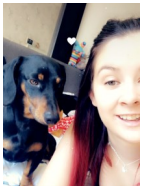
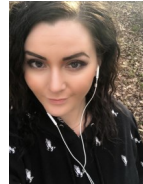
## What's keeping us busy during lock down!

Everyone has copped with lockdown in their own ways. Some by keeping active, starting new projects and trying new things.

Here at the centre we each have been keeping ourselves busy.



Fiona has been exploring her local area discovering new paths and beautiful fields on her daily exercise. Of which she may have never discovered before!



Sian has been creative by embroidering, cross stitching and making her own tie-dye shopping bag long with many other art projects! With these projects she has been able to set goals and deadlines completions to keep in her routine.

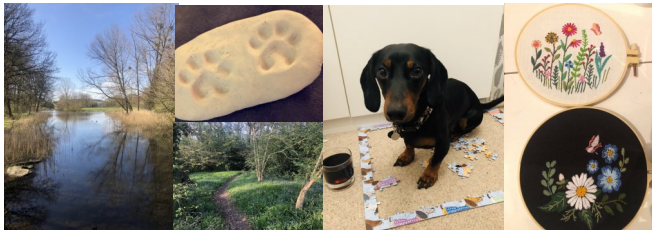


With Kathrine currently on furlough leave she has been home with the family but also some DIY projects of making shelves and decorating where possible. Also she has spent time completing an Excel Training Course!



These little tasks have kept us busy for the last 4 weeks.

What have you completed during lock down?!



## Meet the Team

**Fiona Bryan**  
Business Centre  
Manager

**Sian Warner**  
Marketing Assistant /  
Customer Service  
Representative

**Kathrine-Anne Douglas**  
Meeting Room Coordinator /  
Customer Service  
Representative

**David Taylor**  
Estates Manager

**Bob Sampson**  
Head of IT

**SEE YOU  
SOON ...**

## Happy Retirement Pascale!!

It may not have been quite the party she had in mind but was lovely for us to celebrate all her hard work over the years!

Pascale was a huge part of the Regal Court Community, making friends with all her neighbours.

We will miss her!



# Coronavirus update at Regal court Business Centre

At Regal Court we have remained open throughout and continue to support all our clients during these uncertain times. Throughout these times we have been working hard on ensuring our centre is safe for all our clients and visitors.

With your assistance we will achieve a safe environment for all, by following our new protocols and safety measures.

Please find below all the changes that are now in affect in the centre.

For further information please head to our website.

## Hand Sanitisers

Around the centre we have installed 11 new hand sanitisers points located in reception, lift lobbies and break out areas.

Please uses these points when moving around the centre .



## Kitchens

Level 1—Only 2 people at a time. When waiting for access please que are the designated please point.

Level 2,3,4—One 1 person at a time, additionally que at the mark area's

All items used in the kitchens such and cutlery and crockery MUST be returned and placed in the dishwasher.



## Lifts

We have measured and reviewed the lifts and have determined that these are only to hold 1 person at a time.



Only one passenger in a lift at a time

This is so we all can comply with social distancing of 2 meters.

Please can we encourage clients to take the stairs when possible to ensure the lifts are free for people who require them.

## Meeting Rooms

Each meeting room has been adjusted and changed to comply with the new covid-19 measures. This has resulted in a change of delegates in each room.



Please contact reception for any meeting room queries.

## Break Out Areas

On our 1st & 2nd floor breakout areas seating has been limited and position in a safe distance from each other.

These chairs are marked out by an X. These chairs should not be moved at any time



**STAY ALERT**

**CONTROL THE VIRUS**

**SAVE LIVES**