



## Diocese of Kildare and Leighlin Use of Parish Property during Covid-19

\_\_\_\_\_ Parish welcomes organisations/groups/individuals using parish facilities and wish to be assured that all reasonable steps have been taken to comply with all guidelines and norms issued by the Government of Ireland and/or the National Public Health Emergency Team (NPHE). **The responsibility for complying with these guidelines rests with the group using parish property.** National Guidelines and best practice recommendations in relation to safe operation during the current pandemic, must be followed by any group using parish property. As an external group the following information is required in respect of your booking, to ensure the safety and wellbeing of all who are attending as part of your booking.

### Conditions of use by external groups.

It is the responsibility of any group using Parish property to abide by all guidelines recommended by the Government or NPHE at that time. This will vary depending on the Phase we are in or as circumstances change.

**Booking Details** - Please complete the following in relation to your booking.

Name of Group: .....

Purpose: .....

Have you measures in place to comply with all current Covid Government Guidelines for your particular activity: Yes ..... No .....

Facilities required: .....

Date of Commencement: ..... Date of Completion: .....

Daily Hours of use: Commence: ..... Finish: .....

Please supply a name/number/email of the person responsible for contact tracing in your group:

.....

Should a member of the above group contract Covid, or be a close contact to someone with Covid, I confirm that I will inform the Parish through the Parish Priest or Parish office. Yes .....

**To be signed by official/co-ordinator of the organisation/group.**

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

PTO

Position: \_\_\_\_\_

Date: \_\_\_\_\_

### **Data Privacy Statement**

The information on this form is gathered in accordance with the guidelines issued by the Government of Ireland and the National Public Health Emergency Team (NPHE) concerning Covid 19. The information is processed under Article 6 (b) for the performance of a contract and Article 6 (d) to protect the vital interests of the data subject. Your personal information is also being processed under Article 9 (i) for reasons of public interest in the area of public health. This information will only be accessed by those who are authorised to do so and will be retained for as long as is required to protect against threats to public health and/or to comply with legal obligations.