

## **Can you attend a wedding at Oaks Farm?**

You must not attend a wedding at Oaks Farm:  
if you have tested positive for Covid-19 or have coronavirus symptoms; live in the same household as somebody who does or have had close contact with someone who does.

The main symptoms of coronavirus are:

- high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- 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)
- 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
- an unusual rash sometimes appears

For more information, read the further [guidance on symptoms](#).

If you have one or more of these symptoms, you must self-isolate straight away for 7 days – or longer if you still have symptoms other than a cough or loss of sense of smell/taste.

If you live in the same household as someone with coronavirus symptoms, you must self-isolate straight away for 14 days.

## **Important Information for Guests and Suppliers at Oaks Farm.**

We are delighted that you are attending a wedding at Oaks Farm and hope you are feeling patient as we have a long list of instructions for you to read!

- We ask that all guests maintain at least a 1m distance (and a 2m distance where it's possible) from anyone they meet at Oaks Farm unless they are in the same household or "support bubble".
- Please note that a "support bubble" is when a single parent family or someone who lives alone may team up with one other household. They can be treated as one household for the purpose of the Government guidance.
- Please take particular care to maintain social distancing when going through doorways and ensure you wait until the person in front has passed through the doorway before you make your way through.
- We ask that young children must stand with or hold hands with an adult at all times to enable social distancing.
- We ask that all participants arrive not more than 1 hour before the ceremony.
- On arrival please use the hand sanitiser stations. Please use the sanitisers provided when you access the ceremony area and when you enter or leave a room.
- There will be toilets available via the orangery. Please only use the orangery entrance and exit doors indicated to access the toilets.
- For an indoor ceremony, guests must wear face coverings unless they are exempt. To find out if you are exempt please read:  
<https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>.
- Please note that there is only one exception to the rule on face-coverings: the bride and groom do not have to wear them.
- On arrival there will be a display table with individually wrapped disposable face masks. Please take one of these if you don't have your own face covering.
- The ceremony may be outside if the weather allows. If outside, guests do not have to wear face coverings, though there is a reduced risk of transmission of Covid-19 if you do so.
- If the ceremony is inside then we will operate a one way system. Please enter the Stables through the main doors which will be clearly marked "Entrance". Please make your way straight to your allocated seat and do not move your chair or swap seats. Please remain seated until the end of the ceremony after the Registrars have left.
- At the end of the ceremony guests will be directed to leave one row at a time, starting from the back of the room. Please use the main doors at the back to exit the room.
- At the end of an outdoor ceremony please leave the seating responsibly to maintain social distancing with other guests.
- The Registrars have asked that guests always give them a 2m distance.

- If the ceremony is outside then the Registrars' safe space will be under the arbour. All guests must stay out of this area.
- If the ceremony is inside, the Registrars' table will be at the front of the room, surrounded by white floor tape, to give them a safe space – All guests must stay out of the marked area.
- Please bring tissues and follow the advice “catch it, bin it, kill it.” You will find a bin stationed close to the ceremony area.
- I'm sorry but we cannot permit confetti as it could spread the virus from guests' hands.
- Oaks Farm is not able to provide umbrellas at the moment so please provide your own.
- After the Ceremony please make your way to your allocated seat for the drinks (and sometimes canapes) to be served. Drinks and food will be served to your table. Please do not move any furniture or swap seats.
- Please remain seated for the reception and do not stand or walk around mingling.
- If you need to get up for a photo or to use the bathroom, then please do not gather in groups of more than 2 households or up to 6 people outside, and please make your way back to your seat quickly.
- When the Wedding Breakfast is ready, the caterers will invite one table at a time to make their way to the dining room (The Barn). Please wait to be invited through before leaving your seat.
- Once in the Barn please make your way straight to your table and do not move furniture or swap seats.
- During dinner please do not share food or drinks.
- After dinner drinks will also be served to the table so please remain seated and the bar staff will come to take your order. Please do not stand or walk around with or without drinks after you have finished eating.
- All payments for bar drinks will be contactless card payments. Cash will not be accepted.
- The drinks service will finish at 11pm. Please arrange taxis in advance to avoid queuing.

Congratulations on reaching the end of this very long list of instructions! You probably won't remember everything on our list, but there will be help available at Oaks Farm so please don't hesitate to ask.

We hope you have a wonderful day!

## **How will “Test and Trace” work if Covid-19 is identified in you or another person who attended the same wedding at Oaks Farm?**

- If you develop symptoms, you must self-isolate with other members of your household. This means all household members must remain at home. Do not go outside your home for any reason i.e. to work, school, or public areas, and do not use public transport or taxis.
- If you develop symptoms you must immediately order a test to find out if you have coronavirus. Members of the public can order a test at [www.nhs.uk/coronavirus](https://www.nhs.uk/coronavirus) or call 119 if you have no internet access. When you order a test, you will get information on the options available to you. You usually get results by text, email or phone within 48 hours of taking a test. You will then be told by the NHS what to do next.
- If you get a negative test result, this means you are at low risk of having coronavirus. There will be no Test and Trace to do. Other members of your household can stop self-isolating. If you feel well and no longer have symptoms similar to coronavirus, you can stop self-isolating.
- If your test is positive, you must complete 7-days self-isolation from when your symptoms started. Anyone in your household must also complete self-isolation for 14 days from when you started having symptoms.
- If you test positive and your symptoms started within 14 days of the wedding you attended at Oaks Farm, please contact Oaks Farm immediately as there is sometimes a delay with NHS Test and Trace.
- The NHS Test and Trace service will send you a text or email alert or call you with instructions on how to share details of people with whom you have had close, recent contact and places you have visited. It is important that you respond as soon as possible. You will be told to do this online via a secure website or you will be called by one of the official contract tracers.
- You must provide the Test and Trace service with the contact details for Oaks Farm – [events@oaksfarmweddings.co.uk](mailto:events@oaksfarmweddings.co.uk) /020 8654 6622, Oaks Farm, Oaks Lane, Shirley, Croydon, CR0 5HP. We will, in turn, provide contact details for all the people who attended the wedding ceremony, as well as other visitors who have been to Oaks Farm.
- The NHS Test and Trace service will get in touch with guests at the wedding who have been in close contact with the infected person and

all those guests must self-isolate if the NHS Test and Trace service advises them to do so.

- If NHS Test and Trace gets in touch with you because you have been in close contact with an infected person, the alert will usually come by text, email or phone call. You should then log on to the NHS Test and Trace website, which is normally the easiest way for you and the service to communicate with each other – but, if not, a trained call handler will talk you through what you must do. Under-18s will get a phone call and a parent or guardian will be asked to give permission for the call to continue
- In this situation, you will be told to begin self-isolation for 14 days from your last contact with the person who has tested positive. It's really important to do this even if you don't feel unwell because, if you have been infected, you could become infectious to others at any point up to 14 days. Your household doesn't need to self-isolate with you, if you do not have symptoms, but they must take extra care to follow the guidance on social distancing and handwashing and avoid contact with you at home.
- If you develop symptoms of coronavirus, other members of your household must self-isolate immediately at home for 14 days and you must book your own test at [www.nhs.uk/coronavirus](https://www.nhs.uk/coronavirus) or call 119 if you have no internet access.

(For the official NHS advice you can visit the official website:

<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/nhs-test-and-trace-if-youve-been-in-contact-with-a-person-who-has-coronavirus/>)

Please note that Oaks Farm Receptions Ltd cannot accept responsibility at all if any visitors to Oaks Farm, their family or any of their close contacts contract Covid-19 or any other illness following their attendance at Oaks Farm.