COVID-19 Secure events in the heart of a science village
The safety and comfort of our delegates is our top priority. We have introduced the following measures:

- Social distancing measures in place, including floor markings and signage
- Room layouts and capacities adjusted to satisfy social distancing
- Increased cleaning and sanitisation procedures across all areas of the venue, including meeting rooms and communal areas
- Our team is fully trained on current Government guidelines and health and safety standards
- Our guidance document on what to expect on arrival will be sent to the organiser prior to the event
- NHS test and trace: meeting organisers are required to send a list of delegate names and telephone numbers prior to the event
When you arrive

- Life Meetings and Events has a dedicated entrance on Life’s private service road, Central Parkway
- Greeting and socially distanced guidance from your dedicated coordinator
- Face coverings worn indoors by all delegates and our team*
- Social distancing measures in place, including floor markings and signage
- One-way system introduced where possible
- Hand sanitiser stations
- Doors open where possible
- Reception desk with screen guard
- Registration desks spaced out to facilitate social distancing
- Staggered arrival and break times
- Toilets marked for social distancing with capacity restrictions

*Face covering exemptions: visitors with disabilities and those with breathing difficulties if they are wearing the Sunflower lanyard.
The journey to your meeting room

- Floor markings to assist social distancing
- One-way system with doors open where possible
- Clear signage
- Hand sanitising units

Responsibility of delegates:
The safety of delegates and our staff is of paramount importance to us. We rely on our delegates to do their bit, too, by respecting social distancing measures in both the meeting rooms and public areas.

Prior to the start of the meeting, organisers will be asked to outline all housekeeping measures to delegates, including entering and leaving rooms and congregating during refreshment breaks. Delegates should remain in allocated seats for the duration of the meeting.
Your room setup

- Socially distanced room layouts adhering to Government guidelines
- Floor markings to assist social distancing
- Our team will regularly clean tables, chairs and equipment throughout the day
- Hand sanitiser and antibacterial wipes available for delegates
- Well-ventilated rooms
- Dedicated and trained staff member will be present to assist, who will respect social distancing
- Great AV and Wi-Fi
- Notepads and pens available upon request
Food and beverages

- Tailored menus available
- Tea and coffee will be served in disposable cups
- Cutlery individually wrapped for each delegate
- Staggered breaks to manage delegate flow
- Staff wearing a protective uniform will serve food at the buffet stations to ensure delegates do not handle serving equipment
- Grab-and-go option available where possible, with food in sealed containers
- Single-use condiments
- Bottled water
- Linen freshly laundered and disinfected for every meeting
Leaving the venue

- Staggered departures
- Venue cleaned
The International Centre for Life (Life) is a science village that is part of the fabric of Newcastle upon Tyne and a valued resource to the region. The groundbreaking research and patient therapies that take place here have led to international recognition.

From the thousands of babies born with the help of fertility treatment received onsite, to the patients with debilitating diseases who have benefitted from research and clinical treatments, Life has made a difference to so many. There is nowhere quite like it in the world – a place where researchers, clinicians, science communicators and educators work side-by-side on one site, sharing expertise and ideas and creating a unique circle of science.

The charity Life Science Centre is at the heart of this circle. Welcoming about 300,000 visitors a year, its mission is to help people of all ages, from all communities, explore science and to discover its relevance to their own lives and to inspire the next generation of STEM professionals. This mission has never been more crucial than it is today.

COVID-19 has had a massive impact on us. Your booking with Life Meetings and Events will help to support what we do. Thank you.
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