



Welcome to the Riviera Hotel & Holiday Apartments

How will the Coronavirus restrictions impact your stay?

Our absolute priority is to keep everyone as safe as possible whilst enabling them to enjoy a break by the seaside. We have reviewed all aspects of our operation and will continue to do so according to Government guidance, and whilst we know that your experience will be very different from our usual service, it is vital we work this way to keep the hotel as safe as possible for everyone in it.

We are confident you will still have a relaxing break with us and enjoy our friendly hospitality.

Extensive Risk Assessments and health and safety guidelines have been prepared and our team have been fully trained and supplied with the appropriate PPE (Personal Protective Equipment) so that they are ready to welcome you safely for both you and themselves.

We have installed sanitiser gel dispensers at key points at the entrances and in the public areas of the hotel and would kindly ask you to use the hand gel especially before touching lift buttons or handrails and to follow any signage and one way systems which will be marked on the floor. **Please always remember to keep physical distance from other people and to wash your hands whenever possible.**

All shared surfaces, screens, door handles, bannisters and equipment will be regularly cleaned and sanitised throughout the day and after use.

Before you arrive

To avoid queues in Reception, you will be contacted by our Reception team at least 24 hours prior to arrival to settle your stay amount in full (if not already pre-paid) and complete a Registration Card with your vehicle information. We shall also ask you to confirm how many people will be seated at your table so that you can be allocated one for your exclusive use for the duration of your stay. It is important that you let us know of any special requirements you may have before you arrive.

If you are feeling unwell or have been told to self-isolate, you must stay at home and follow the latest Government advice. Please phone us to postpone your stay.

We strongly recommend that you download the Government-approved track and tracing app to ensure that we are all alerted to any guests who may pose a risk of spreading Covid-19

On arrival

We politely request that if you are displaying any symptoms of Covid-19 you do not enter the hotel.

Anybody displaying signs of Covid-19 may be asked to leave the premises. We may make temperature checks should this be thought necessary.

We have placed a sanitiser dispenser at the hotel entrance which please use whenever you enter the hotel.

When you arrive, only one family member should check in at Reception whilst all others in your party should please wait outside until check-in is complete. If possible, please do not arrive early.

We have put in place signage on arrival and throughout the hotel detailing the guidelines which have been implemented to protect you and our teams.

Our check-in process has been streamlined to allow for a fast and reduced-contact experience and a Perspex screen has been installed at Reception.

Please note that no cash payments will be taken during your stay for any of our services and we will only be accepting credit and debit cards for the foreseeable future.

The Reception areas have been reconfigured and marked out to ensure social distancing of a minimum of 2 metres so if there is a queue please comply with these measures.

On check-in you will be given your room key (which should be kept on you at all times during your stay), hotel information, breakfast and bar snack pre-order forms. We would ask that if you need anything during your stay you contact Reception via telephone/mobile so that contact at the desk is kept to a minimum.

During these times we have been advised against handling your luggage or belongings or showing you around the hotel or to your room. However, we are always happy to help and will ensure we do so with your safety in mind.

If you have any special requirements, please let us know before you arrive so we can make the necessary preparations.

Public Areas

We have heightened and enhanced our cleaning procedures to include extensive cleaning of shared surfaces throughout the day.

We have affixed hand sanitising stations throughout the hotel for you to use and we politely ask you always to use these when entering the hotel.

To avoid overcrowding and unnecessary contact we have closed our public area toilets so we ask that guests use the bathrooms in their bedrooms.

Signage has been put in place with guidance on usage of our lift. We ask that they are only used by elderly or disabled guests.

We will not use air-conditioning during this crisis and will open windows and doors for ventilation wherever practicable.

When walking through the hotel we ask that you please use your discretion and consideration by keeping a physical distance of at least 2 metres between yourself and anyone else. We have put in place floor markings and guidance signage throughout the hotel to assist.

Bedrooms

Every guest bedroom and en-suite will be fully sanitised before each stay and sealed to ensure no contamination occurs prior to your arrival. Our housekeeping teams undergo strict sanitisation prior to starting work and will wear the appropriate PPE during cleaning.

Fabric items such as mattresses, pillows, cushions, carpet, chairs and other furniture are sprayed with an approved sanitising solution, which is effective in killing Covid-19 but otherwise harmless to you and us. All surfaces and under-surfaces are thoroughly wiped down and cleaned prior to your arrival. Linens are professionally washed on high heat.

If you prefer to bring your own pillows or bedding, please let us know.

All printed material has been removed from your room and public areas to avoid cross-contamination.

During your stay your room will not be serviced and your bedding and towels will not be changed. If you require fresh towels, please ring Reception for a bag to put them in and new towels will be delivered to your room. If you are staying longer than five days you may request to have your room sanitised and bedding changed. Should you require this service, rooms will need to be vacant and all personal items including toiletries completely stowed away.

Indoor Pool

If we are permitted to open the swimming pool, we shall do so on the following basis. So that we can ensure social distancing, we will divide the pool in half by rope and will permit only two family parties to use the pool at a time. We ask that you book a timed slot with Reception and complete. If you wish to use the pool during your stay, please bring your own towels. The changing rooms and toilets in the Leisure Club and pool area will be closed. Please get changed in your room and go to the entrance to the Leisure Club, where at your pre-booked time, you will be met at by one of our team and escorted to the pool. Touch-points and shared surfaces in the pool area will be sanitised by our staff. Please note that there are no Lifeguards and anyone wishing to use the pool must first sign acceptance of our Leisure Club Safety Notice and Conditions of Use.

Spa services and Gym

The spa bath and gym will be closed. Arcadia Beauty hope to be allowed to be open for a wide range of treatments and you can contact them direct on 07783 11570 or you can book online by visiting www.arcadiabeautyspa.co.uk

Breakfast

For safety reasons, we are not able have our usual breakfast buffets, so we will be looking after you by table service. You will have an allocated table which will be for your exclusive use for the duration of your stay and, on arrival you will be given a pre-order sheet to order your breakfast for the following morning. You will also be given a time slot to choose from between 8 and 11am. Your order needs to be telephoned through to Reception by 9pm the evening before.

Designated Table

We have extended our dining spaces and are utilising other public areas to ensure all diners are a minimum of 2 metres apart. During your stay you will have exclusive use of the same table for any meal or drink requirements.

Bar and Bar snacks

The Bar will be open for drinks from midday with drinks being available to order by table service only – you will be unable to approach the bar counter at any time.

From 5.30pm – 9.00pm each day we shall offer a reduced bar food menu with children's options. Bar snacks will need to be pre-ordered by midday on the day you would like them by telephoning through to Reception. Order forms will be in your Welcome pack and the meals will be served at your own table.

You must show your key to the Bar staff to charge items to the room. We will not be accepting cash payments.

Non-Residents

For the enhanced safety of our guests, we will not be open to members of the public while the Coronavirus problem exists.

Check out

We will send your Extras bill to you on the morning of departure by email or by putting it under your door. It should be paid as usual by the sooner of checkout or 11am.

If you did not book directly with the hotel, you will need to supply an email address to the Reception team, if you require a copy of your bill.

If the amount is above £45 (contactless limit) we will send you an electronic link for payment and you must pay before leaving at 11am. For amounts under £45 these can be paid by contactless in Reception.

Please do not forget to leave your room key(s) in the box provided at Reception. Please leave plenty of time to check out and we regret at this time we cannot offer late check outs or luggage storage.

Thank you for choosing to stay with us and thank you in advance for following all guidance.

Please note: Subject to the latest guidelines we will be constantly reviewing our processes and precautions. This guide will be continually updated to give you the latest information.