

# MEDIA STORE COVID-19 PRECAUTION POLICY

**To minimise the risk of Covid-19 transfer the following extra precautions are in place.**

## **Media Store**

- The Media Store will be open between 10.00 – 12.00 on weekdays only
- Please make an appointment to loan/return equipment via [wsaloans@soton.ac.uk](mailto:wsaloans@soton.ac.uk)
- Appointments can be viewed at <http://wsa.wikidot.com/estub>
- Please be mindful of any one-way system in place before approaching the store
- Please do not enter the Media Store – place items on the trolley
- Equipment will be cleaned with sanitiser before the loan and on its return
- Should precautions require, Face Proximity Equipment (FPE) may have to be quarantined for 72 hours and sanitised before it is released for further loans
- FPE's include all cameras, video cameras, microphones, audio recorders and headphones
- Please DO NOT attempt to clean loaned items as some cleaning products will damage rubber and glass parts
- Loan items should only be returned during store times please