

Cam FM Studio Rules

DO NOT COME TO THE CAM FM STUDIO IF YOU HAVE ANY POTENTIAL SYMPTOMS OF COVID-19

Email committee@camfm.co.uk if you are symptomatic and/or have received a confirmed positive COVID test result to let us know you'll be missing your show.

Entering the studio

-You will either pick the keys up from the ARU reception desk (if the show before you is more than 15 minutes before yours) or will take it from the presenter before you (if there is a 15 minute gap between shows) – see details for this in the “When you finish your show” section below for details.

-Use the hand sanitiser provided on the filing cabinet inside the studio, but make sure that your hands are fully dry before touching any equipment. Alcohol-based hand sanitisers can cause serious damage to electrical equipment, so it is important that you do not touch any equipment while your hands are still wet. We will try our best to always keep a healthy supply of hand sanitiser in the studio but if you notice it is getting low please do send us an email to committee@camfm.co.uk .

During your show

- The ventilation system must be on setting 1 during your show. This will make a faint humming noise, but it is not detectable over the radio.

When you finish your show

- If the next show is scheduled more than 15 minutes after yours, please turn the ventilation system up to maximum, lock the door, and return the key to the ARU porters.
- If the next show is scheduled less than 15 minutes after yours, you can wait in the studio to handover the keys to the next presenter or you can ask the presenter to wait outside to handover the keys.

General good practice

- It is important to respect any ARU signage and guidelines around COVID-19. Please take additional time to familiarise yourself with any signage to this effect.
- We advise that you take twice-weekly government lateral flow tests.
- We would advise that you wear a mask whenever you are in the studio but not on air. You are, of course, also welcome to wear a mask on air if this makes you more comfortable – the difference in sound quality is minimal.
- Leave the studio clean and tidy when you finish your show. We will no longer be able to provide a bin inside the studio, but there are bins on ARU's campus for small items of litter.

Thank you for your help with keeping the Cam FM studio a safe place, we really appreciate it! If you have any questions at all about these guidelines, please email committee@camfm.co.uk

