



HOUGHTON-LE-SPRING GOLF CLUB

HOUGHTON LE SPRING GOLF CLUB DRINK SAFE STAY SAFE

Systems and Procedures

To allow Houghton le Spring Golf Club to re-open its bar facility to members the Committee have had to introduce new systems and procedures to minimise the risk of spread of Covid 19 as laid out in government guidance. This document sets out the practical measures the club has taken as well as procedures we expect our members and visitors to follow so as to minimise the public health risk, thus protecting the well-being of our staff, members, visitors as well as all of our wider circle of friends and family. While these measures may appear excessive in parts, they are designed to make our environment 'Covid 19 safe'. We respectfully ask all our members to help the club in its endeavours by reading and familiarising themselves with its contents. Bar staff and volunteers will be on hand to help members and visitors when and if needed. Thank you.

Access to the Bar

Access to the bar on any given day will be for members, their guests, and visitors with a **pre-booked tee time only**. Access to the bar for members and/or visitors not playing golf will not be permitted. This is designed to give some control against the risk of overcapacity.

The committee will be introducing a two-system policy initially. System 1 will cover Saturday and Sunday opening only while System 2 will cover weekdays only.

System 1 (Saturday and Sunday)

As Saturdays and Sundays have been traditionally our busiest days, and because of the limited bar capacity, bar access time will be linked to each playing group dependent on their **pre-booked tee time**. Please see the separate chart and table plan which will be in operation. Each group will be limited to up-to 70 minutes bar time. The committee does understand however that there will need to be some flexibility in this approach and to its timings due to differing factors which may affect the pace of play.

System 2 (Tuesday to Friday)

During the week bar time will be accessible to all golfers with a **pre-booked tee time** and **members and their guests not playing golf**, and on a first come first served basis, with no limited stay and subject to a table being free.

Bar Entrance and Exit

After completion of the round, and after putting away golf equipment, entrance/exit, in and out of the bar, will be via the patio doors only.

Ordering and collecting drinks

On entering the bar playing groups are asked to immediately access the numbered table allocated to their tee time. There are currently 8 tables which accommodate a maximum of 4 persons. One member of the group must take the drinks order for everyone else in that group. The member ordering the drinks can then approach the 'drinks order' section of the bar and place the drinks order. While the order is being processed by the bar staff the person ordering the drinks must return

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to their allocated table until the order is completed and placed on a tray at the 'drinks collection' point. Only after this action is completed should the member then return to the bar and collect the drinks and using the tray to carry the drinks to their table. This procedure is in place to prevent breaking social distancing rules at the bar. The same procedure will be employed if any further drinks are to be ordered. Only one person will be allowed at the bar at any time.

Please note outside tables will not be in use at this time. The use of these tables is usually weather dependent, affected by sudden changes and therefore be difficult to control. Also, this is to ensure that designated routes are kept clear.

Payment methods and procedure

We ask that all monetary transactions are made via contactless payment or by use of the members bar card. Adaptations to the till area have been made to allow members to swipe their own bar card. To again ensure social distancing is maintained we would ask that one member of the group makes any payment for the whole group. If this is not achievable in any way, then individual payments should be made at the point of leaving the bar while maintaining social distancing. Please return all empty glasses to the bar on leaving the premises.

Access to toilets

Any member wishing to use the toilet facilities must exit the bar through the patio doors and take the outside route past the club shop and access the toilets through the main locker room entrances. If returning to the bar the same route reversed must be followed. Access to the toilets is strictly '**one at a time**' only. Please always maintain social distancing.

Smoking policy

Smoking will not be allowed in or around the entrances and patio area. Smokers must use the main car park area to smoke while maintaining social distancing.

NHS Track and Trace

The club are legally required to keep a temporary record for 21 days of all its customers using the bar to assist with NHS track and trace requests. The clubs current BRS on-line booking system will be used to capture contact details of members using the bar. A separate independent system will be put in place to capture the details of members guests and visitors.

Cleaning Protocol and Ventilation

Prior to opening all areas of the clubhouse and bar will undergo a thorough clean. Frequent cleaning of equipment and surfaces regularly touched including counters, tills, etc will be undertaken.

Customer tables and chairs will be sanitised after use and before the arrival of the next group to be seated.

Doors will be wedged open where appropriate to reduce touchpoints.

Windows will be opened to allow natural ventilation of the bar and restaurant.

Hygiene Measures

The club will be providing and positioning hand sanitiser around all areas of the clubhouse and bar for members to use.

Good hygiene posters promoting hand washing advice will be placed in washrooms.

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Opening hours from 12/07/2020

Monday	CLOSED
Tuesday	1200 – 2100
Wednesday	1200 – 2100
Thursday	1200 – 2100
Friday	1200 – 2100
Saturday	1100 – 2100
Sunday	1100 – 2100

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