

## **Welcome Back!**

### **Guidance for Visitors to the Clubhouse**

**Issue# 2 date: 1<sup>st</sup> Dec 2020**

#### **Tier 2 High Alert Restrictions.**

This document gives guidance to all members visitors and staff who wish to enter the clubhouse to access the bar, restaurant or use the toilets. Members are responsible for their guests and we are required to keep records and to pass their names to the contact tracing authorities if requested to do so.

If you have the NHS Covid -19 app please check in using the QR code which are located at the front entrance or upstairs. The club will keep a record of the daily start sheet for a period of 21 days and bar staff will record the names of all members and their guests who visit the bar and restaurant.

If you have limited mobility and wish to avoid for example exiting the building via the fire escape stairs please seek assistance from staff. Social distancing protocol of one metre separation and the wearing of a mask except when seated is mandatory throughout the building.

Please wear a mask in the clubhouse except when seated at a table. You will find hand sanitizer stations in all the main areas. To comply with the social distancing regulations the maximum seating capacity of the bar is estimated to be 20 and the restaurant is estimated to be 25. These limits will be reviewed and change as we refine our seating plans and gain experience of operating under this regime. To ensure that everybody playing has a chance to enjoy a meal or drink after their round at we may have to enforce a limit of one hour fifteen minutes in the bar restaurant area during busy times after which you will be required to leave the building.

In the bar and restaurant areas your order will be taken and served at your table. You are not permitted to socialise indoors with anyone you do not live with or who is not in your support bubble indoors in the bar or restaurant. Alcoholic drinks may only be served with a substantial meal. Emma will offer food options which qualify as substantial meals as well as her range of sandwiches and snacks.

- On entering the building please use the hand sanitizer.
- There is one-way circulation in place throughout the building. In general, once you have entered the building the direction of flow is from the foyer up the stairs to the bar/restaurant or through the locker rooms then out of the building using the fire escapes.
- The locker rooms including showers remain closed you can access the toilets but there is a one-way system in place. No access is permitted back into the foyer. There is a maximum of 4 persons permitted in each locker room at any time. You must exit the locker room through the fire exit door. Signs will be in place to remind you of the one-way flow and the restricted access back into the foyer. You will find that some wash hand basins will be out of use to ensure social distancing.
- Access to the bar and restaurant is up the stairs which are now one way up. On entering the bar you will be asked to wait until you can be seated. While you are waiting please use the sanitising station on your right. If a queue forms please maintain a distance of at least one

metre. It is recommended that if there is a queue you wait at the bottom of the stairs until it clears. The stairs need to be kept clear and no queueing is permitted on the stairs.

- A member of the bar team will meet you and show you to your seat. The tables and chairs are arranged to maintain social distancing please do not move rearrange them, or join another table. Your order will be taken and delivered to your table. You are not permitted to approach the bar. Please pay using either a member's bar card or contactless bank card. When guests leave tables will be cleared and the table thoroughly cleaned by staff. If a table become vacant while you are waiting to be seated you must not sit down until directed by the bar or restaurant staff. Once you have finished your drink or meal please exit the bar/restaurant by the fire exit door situated between the bar and kitchen. If you are uncomfortable with using this exit please contact a member of staff who will arrange for you to exit using the stairs safely maintaining social distancing. It is for this reason that you must not queue on the stairs.
- Access to the restaurant will use the same process as that to access the bar. When you reach the waiting area in the bar tell the staff that you want to be seated in the restaurant. You will be directed to the restaurant waiting area where you will be shown to your table when one becomes free. There will be a blackboard with the menu written on it there will be no menus on the table. Your order will be taken and delivered to the table. Please pay using either a member's bar card or contactless bank card. Tables will not be set, cutlery will be delivered to the table wrapped, should you require condiments these are available in disposable sachets. If you require drinks from the bar please give your order to the restaurant staff who will pass it on to the bar. Please note alcoholic drinks will only be served when ordered with a substantial meal.  
When you have finished your meal leave your table as it is and exit the building using the fire escape door between the bar and restaurant. The table will be cleared and cleaned ready for the next people.

One final note we would not willingly have put in place all of the above restrictions. But we have to comply with the government guidance and legislation.

We have reviewed a risk assessment and all the measures above are the minimum necessary to reduce the risks to an acceptable level and comply with Tier 2 regulations. We ask you to play your part in this by adhering to the rules as far as you can and contribute to the safety of all.

**And once again if you are uncomfortable or feel that you are unable to safely exit the building down the fire escape stairs please ask a member of staff for assistance.**

Alan Pollock

On behalf of the Board.