

BUNGAY & WAVENEY VALLEY GOLF CLUB LTD

Reopening Procedures - Active from Wednesday 2nd December 2020 – Replaces previous procedures last issued 30th June 2020

The Government and England Golf have given instruction that golf courses can re-open from Wednesday 2nd December 2020 subject to the ongoing social distancing restrictions being enforced by the Government. (Use of the bar and catering areas will be subject to the tiering restrictions being applied at the time. Please see the website and social media for the opening times and restrictions in place.)

The following procedures are being implemented by Bungay & Waveney Golf Club Ltd to ensure the Government requirements are adhered too and the risk to our Members is minimised. Players do, however, play at their own risk.

Tee Booking – BRS and via Pro Shop

- All tee times **must** be booked in advance – Nobody should just turn up to play as we need to minimise congregation of people on site.
- The tee booking times will run during daylight hours each day. There should be **no** teeing off before or after these times. All members and guests must sign in with the Pro Shop before play to ensure a true record is kept for track and trace.
- Tee-times can be booked on-line via BRS or by telephoning the Pro shop. The on-line system will be live from 00.01 hours Wednesday 25th November and by calling Chris Potter, Sally Potter and Sam Cooper on their mobile phones, (07469 230303, 07775 713767, 07884 583068 respectively), between 08.00hrs and 17.00hrs on the same day. From Wednesday 2nd December telephone booking will be via calling the Pro Shop between the same hours. The mobile phone booking process will be ceased at that point.
- During December, bookings will only be able to be made up to 1 week in advance. This will be reviewed before the new year.
- No visitor bookings will be allowed during December with the following exceptions:
 - A small number of advanced pre-booked society bookings will be honoured
 - If spaces are available visitors can book no more than 24hrs in advance
- During December members are limited to 'signing in' 1 guest at a time as opposed to the normal 3
- A player may play more than once a day and 7 days per week but may only have a maximum of 2 bookings between 8.30am and 11.00am, Monday to Friday but further bookings beyond this limit can be made up to 24 hours before the following day if spaces are still available. *(Note: You are responsible for ensuring others do not 'over book' you into exceeding this requirement. Compliance will be monitored)*

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- All players must be 'named' for each tee time booked
- Existing 'block booking' arrangements will be suspended at least until all Government restrictions are removed
- Play is restricted to 2 balls only for all tee times up to 7.52am each day 3 and 4 balls can be booked after this time. BRS will be set up to accept these arrangements
- Weekend bookings will have reserved tee times for workers only, who will need to ring the pro-shop to reserve, (*Tee times reserved for working members only are. 8.24am – 8.40am, Saturday and Sunday and 12.00pm- 12.16pm Saturdays only*) These times will be released for general booking on BRS from midnight on Thursdays if not already booked.
- Buggies can be booked via phone call to the Pro Shop (see below for conditions of use) Payment will now be taken at time of booking, if cancelled 24 hours before play a full refund will be given, cancellation after that time payment will be lost (except for exceptional circumstances)

Course

- Bunkers to have rakes removed and players have the choice of treating bunkers as Ground Under Repair or to play preferred lies within the bunker. Please even out the sand with your feet and/or club as you come out of a bunker. (Note: for handicap qualifying rounds the preferred lies option in bunkers **MUST** be used)
- Cups altered so the ball does not drop and remains as close to the surface as possible
- Flags remain on the main course but must remain in the holes at all times.
- Ball Washers and periscopes are not to be used and will be indicated as such
- Open top bins will be in use
- Divot repair bags and divot boxes on tees to be taken out of use and removed

Practice Ground

- The practice ground will be **reopen from Wednesday 2nd December 2020**
- A booking system will be implemented. Times **must** be booked in advance – Nobody should just turn up to practice as we need to minimise congregation of people on site
- Bookings up to a week in advance can be made by calling Chris Potter or Sally Potter on their mobile phones, (07469 230303, 07775 713767 respectively), between 08.00hrs and 17.00hrs on Wednesday 25th November. From Wednesday 2nd December telephone booking will be via calling the Pro Shop between the same hours. The mobile phone booking process will be ceased at that point.
- A minimum of 2m social distance spacing between users should be maintained at all times. If there is insufficient space when you arrive, please wait until somebody leaves.

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- Players should arrive no earlier than 5 minutes before their booked time and leave the Club immediately after they have finished.
- Practice balls will be provided by the Pro Shop for a voluntary fee which will be used to fund the cost of running the facility and any extra donated to the Captain's charity. These are the only balls to be used – **players must not use their own balls**
- Although the facility is open during daylight hours, if intending to practice outside the Pro Shop opening hours **players must still not use their own balls**. Balls should be ordered from the Pro-shop in advance and they will be left in a suitable place for you to collect.
- Players **must not** collect the balls after practicing – this will be done by the Pro Shop and all balls and baskets will be thoroughly cleaned before reuse.
- The practice net adjacent to the 1st tee will remain in use but the normal social distancing rules apply

Putting Green

- The putting green will be in use from Wednesday 2nd December 2020
- Please maintain social distancing rules whilst on the putting green.
- The holes on the green will be shallow, the same as the course.

Office

- Karen will be in the office at limited times – she will be mixing her time between working in the office and working from home.
- When she is working at the office the bottom door will remain locked. If you need to speak to her please use the buzzer system.
- She can be contacted at other times via email: secretary@bungaygc.co.uk (which Karen can pick up from home) or leave a message on 01986 892337 ext. 5. Messages left should be answered within a couple of days.

Trolley Store

- Access to the trolley store will be via the key pad. Please use the hand gel before and after use. The access gate will be opened from first light and closed after dark.
- Any items left in the store will be **at your own risk**

Changing & Washrooms

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- Opened by greenkeepers at daylight and closed by Clubhouse Manager after dark
- Only open for handwashing and toilet facilities with a maximum of 2 people at a time
- 2m social distancing practice should be applied at all times
- Access doors will return to the use of the keypads for entry. Please use the hand gel provided before and after use.
- Showers will not be in use
- Refrain from using lockers as much as possible
- Come ready to play and put golf shoes on in the car park

Pro Shop

- Please follow the social distancing measures and one-way system in place.
- If buying clothing, accessories, please pay by card, contactless if possible.
- Accounts can be opened for members to top up for drinks, food etc.

Arrival

- Members or visitors are requested **not to arrive any earlier than 10 minutes before their tee time.**
- Put your golf shoes on in the car park
- If a buggy has been booked this will be outside the Pro Shop having been wiped down. We request any member requesting a buggy using a towel to sit on and to not put anything into the storage compartments in the front of the buggy.
- Only one member per buggy will be permitted unless they are from the same household.
- You must book yourself and your playing partners in with the Pro Shop before commencing your round. (Following Pro Shop protocols as indicated above)
- The players teeing off should be the only people on or around the first tee area

During play

- Pins must remain in at all times, and please play gimmies as you see fit
- Cups will be altered so the ball does not fully drop and remains as close to the surface as possible.
- Do not touch any other equipment than your own, i.e. ball, clubs or tees.
- Please observe the 2mtr social distancing rule during the round.

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- Please maintain a good pace of play, keeping up with the player(s) ahead and letting players behind through if you are falling back from the player(s) in front.
- Play should be with one ball per player only. (You can replace it if you lose it of course!)

Completion of Play

- Change your shoes and put all your kit in the car.
- Changing rooms will be open for handwashing and toilet facilities only, please take your clubs and shoes home.
- Please take all rubbish home with you.
- Please leave the Club within 10 minutes of finishing your round or your refreshments in the bar

These restrictions and procedures have been put in place to protect our Members, visitors and staff as much as is reasonably practicable. You play at your own risk.

We all need to work together and follow these strict guidelines for as long as necessary to ensure we get back to normal as soon as possible.

Anybody not following these procedures will be asked to leave the premises and suspended according to Club rules.