

# BUNGAY & WAVENEY VALLEY GOLF CLUB LTD

## Reopening Procedures - Active from Monday 29<sup>th</sup> March 2021 – Replaces previous procedures last issued 2<sup>nd</sup> December 2020 & modified 23<sup>rd</sup> December 2020

The Government and England Golf have given instruction that golf courses can re-open from Monday 29<sup>th</sup> March 2021 subject to the ongoing social distancing restrictions being enforced by the Government. The good news is that fourball play will be allowable from that date. (Use of the bar and catering areas will be in accordance with the Government Roadmap so will remain closed until 12<sup>th</sup> April at the earliest. More information will be published when the exact process and details have been decided.)

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.
- During previous re-openings we have had a 7 day advance booking process. This time we are instigating a **14 day advance booking process for members only with visitors able to book up to 7 days ahead**. This will give members the chance to make their bookings before spaces are taken by visitors.
- However, for the initial 2 week period of re-opening, **from 29<sup>th</sup> March to 12<sup>th</sup> April, no visitors, including societies and guests, will be allowed** with the following exception:
  - If spaces are available visitors and guests can book no more than 48hrs in advance

This will give every chance for members to play in a period when we anticipate a very high member demand for tee times. (An assessment will be made during that period on whether a further extension of this arrangement is required or not. – *Not extended 27/3/21 review*)

- Tee-times can be booked on-line via BRS or by telephoning the Pro shop. The on-line system will be live from **00.00 hours Monday 15<sup>th</sup> March** for bookings on the 29<sup>th</sup> March. **From Sunday 28<sup>th</sup> April 2021 the system will go live 2 hours earlier at 10.00pm each evening**. Therefore booking 14 days and 2 hours ahead. As the Pro Shop is unable

## BUNGAY & WAVENEY VALLEY GOLF CLUB LTD

to open fully initially, a temporary process will also be in place 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 Monday 29<sup>th</sup> March telephone booking will be via calling the Pro Shop between the same hours and the mobile phone booking process will be ceased at that point.

- A player may play more than once a day and 7 days per week but may only have a maximum of 2 bookings between 8.32am and 11.04am, 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)*
- 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 the tee times up to 7.30am each day, 3 and 4 balls can be booked after this time. *From 12<sup>th</sup> April 2021 2 ball only slots will be reserved for the first 4 tee times only, releasing the remaining slots up to 7.30am for 3 and 4 ball bookings.* 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 12.56pm- 13.12pm Saturdays only – From the 12<sup>th</sup> April the Saturday PM ones will no longer be reserved.)* These times will be released for general booking on BRS from midnight on the Thursday before 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 should play preferred lies, (within 6 inches no nearer the hole), 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
- All rubbish should be taken home as we are unable to provide bins on the course at the present time.
- Divot repair bags and divot boxes on tees to be taken out of use and removed

# BUNGAY & WAVENEY VALLEY GOLF CLUB LTD

## Practice Ground

**Note:** The practice ground is unlikely to open on the 29<sup>th</sup> March due to residual flood damage. This will be continually assessed with a view to opening as soon as possible. ***The Practice Ground will open on 29<sup>th</sup> March 2021.*** When it does open the following procedures will apply.

- The practice ground will reopen as soon as possible
- 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 2 weeks 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 date tbc. From date tbc 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.
- 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 1<sup>st</sup> tee will remain in use but the normal social distancing rules apply

## Putting Green

- The putting green will be in use from Monday 29<sup>th</sup> March 2021
- Please maintain social distancing rules whilst on the putting green.
- The holes on the green will be shallow, the same as the course.

## Office

# BUNGAY & WAVENEY VALLEY GOLF CLUB LTD

- 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](mailto: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 keypad. 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

- Opened by greenkeepers at daylight and closed by Clubhouse Manager after dark
- At least until the 12<sup>th</sup> April the changing rooms will only be open for handwashing and toilet facilities with a maximum of 2 people at a time.
- Face masks must be worn indoors
- 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 / Booking Office

- The Pro Shop will remain closed at least until the 12<sup>th</sup> April other than for registering your attendance and competition entry
- Please follow the social distancing measures and one-way system in place.
- Confectionery etc. can be purchased
- Click & collect and phone & collect is available for shop goods – contact Chris on 07469 230303
- Once open, If buying clothing, accessories, please pay by card, contactless if possible.
- Accounts can be opened for members to top up for drinks, food etc.

# BUNGAY & WAVENEY VALLEY GOLF CLUB LTD

## 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.
- 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.

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 may be asked to leave the premises and suspended according to Club rules.**

# BUNGAY & WAVENEY VALLEY GOLF CLUB LTD



ENGLAND  
GOLF

# PLAY SAFE

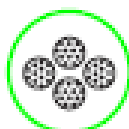
## STAY SAFE

### GOLF'S RETURN TO PLAY PROTOCOLS

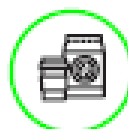
29th March 2021



Playing golf can **resume**



Up to **fourball** play with **pre-booked** tee times



Takeaway food and drink **only**



Outdoor practice facilities may **reopen**



Coaching may take place for **1-to-1** lessons or for groups of up to **6** including the coach/volunteer

12th April 2021



Professional shops can **reopen**



Outdoor social areas may **reopen**



Food and drink **can be served outside** (rule of six)



Locker rooms and changing facilities may **reopen**

17th May 2021



Indoor social areas may **reopen**, rule of six applies



**Maximum** gathering of 30 outdoors



Indoor coaching facilities may **reopen**, rule of **6** applies

21st June 2021



**All** remaining facilities may **reopen**



**No limits** on numbers or social distancing



**Review** on use of course rakes, divot boxes and ball washers



**Review** on removal of flagsticks



**Review** on the exchange of scorecards

Dates and revisions are subject to change, depending on government reviews  
For more detailed guidance, please go to [www.englandgolf.org/coronavirus](http://www.englandgolf.org/coronavirus)

[englandgolf.org/PlaySafe](http://englandgolf.org/PlaySafe)