

Access to the course will be managed by the Reception/Shop in line with Government guidance and social distancing restrictions.

To access the course a player must:

- Not have returned from a country that is excluded from the exempt list of allowed travel corridor countries in the 14 days prior to your proposed time. Please check that the place you have returned from is included in the published list of approved Countries on www.gov.uk
- Not be in a period of self-isolation
- Not be displaying any symptoms of COVID
- Have Pre-Booked a tee time either with the Reception/Shop or online

We would also instruct you to abstain from playing at Puttenham for 14 days if you are contacted by NHS Test and Trace and deemed a close contact of someone who has returned a positive test for Covid-19.

Arrival at the Club, Checking In and First Tee Procedure

Arrival

- Golfers should travel to the Club alone or only with someone from the same household.
- If you are parked next to another car please make sure when you get out of your car you are applying social distancing measures as parking is limited on busy days.
- Arrival at the Club is permitted up to twenty minutes prior to your pre-booked tee time **unless you intend to warm up before play, in which case you can arrive up to 30 minutes before your tee time.**
- If the main carparks are full please use the overflow carpark on the practise area.
- Observe social distancing at all times and resist the temptation to mingle with others.

Checking In

- Access to the clubhouse requires you to wear a face mask or face covering and is limited to the Reception/Shop, toilets only within stated opening times. If you forget your mask a surgical mask can be purchased at reception for £1. Puttenham Golf Club crested masks are also available for £6.99 each or £19.99 for a pack of three.
- The Entrance to the Clubhouse will be open for you to check in at Reception/Shop and to use the downstairs toilet facilities. **Ladies should use the disabled toilet and men should use the toilets in the men's changing room** - the door entry security keypad will be disabled.
- Only one person will be allowed into the Reception/Shop entrance at one time (excluding Reception/Shop Staff) this includes being able to use the toilets.
- Card Payments only - no cash will be accepted at the Reception/Shop till
- Toilets will have an open entrance door and will be cleaned/sanitised regularly.

- Players should arrive in golf attire and will not be permitted to change or use the showers.
- **The Patio area is cordoned off and should not to be used prior to teeing off, it is reserved for players to sit and have a drink after their round.**

First Tee Procedure

- Please report to the Reception/Shop on arrival during opening hours to confirm your tee time and purchase any goods required and **obtain your warm up range token and ball basket if desired.**
- The putting greens are closed - except that the next 4 players waiting to tee off may practice on the bowls putting green adjacent to the Ladies 1st Tee having checked in with the reception. The putting green holes have been modified so there is no need to touch or remove the pins - Please observe social distancing measures of 2 metres.
- **The Practice Ground will be open for warm up only prior to tee off, so you may have a 10 minute practice putt before moving on to the range for a 10 minute warm up before teeing off at your appointed time. Please do not move to the range until it is clear and move from the range to the tee when the tee is clear. By doing this we will be able to manage the flow of groups from car park to putting green to range to the course without any overcrowding issues.**
- Tee times to be strictly observed to ensure ten minute tee time intervals
- Marshals may patrol the golf course to ensure players' adherence to protocol and help to move play along in order to avoid group gatherings
- Any player not adhering to these measures will be asked to leave the course

Playing your Round

- On course first aid facilities have been suspended. Please carry a mobile phone with you at all times. If you have an emergency, use your phone to call 999.
- Social Distancing measures should be strictly adhered to at all times.
- Marshals will be patrolling the course periodically, please cooperate with them and if you are not keeping up with the group in front, then allow the group behind to play through whilst maintaining social distancing guidelines
- Ball washers, drinking fountains, all seating and the bell ringer on the eleventh (use your own Club) are all out of use.
- Bunker rakes have been removed and players are asked to smooth the sand with their feet. If you wish you may carry your own rake, please ensure you take this home with you.
- Flagsticks are not to be removed and must not be touched.
- Hole cups have been modified for contact free ball removal.
- Equipment, food and drink should not be exchanged between players.
- Players should not touch another player's equipment, including their golf ball.
- Players should refrain from any physical contact, such as handshakes or high fives.

- Please avoid using handrails, if you need to steady yourself, either bring a walking stick, or use a golf club.

After your Round

- The air powered shoe cleaning compressor will remain out of use
- Players should return straight to their cars upon finishing their round **unless using the Clubhouse Bar facilities** (don't forget a face mask is required)
- **The Bar will be open from 12 noon daily, with last orders at 6.00 pm and closing at 6.30 pm.**
- The Bar will only be available to players after golf, please do not expect to have a drink before you play, you should still follow the Club's guidance on arrival procedures and preparations for play as explained above.
- After golf you will be welcome to have drinks in the Clubhouse or on the Terrace. Access to the bar is via the main entrance one-way system which will lead you into the spike bar. At the "wait here to be seated" sign you will be met by a member of the bar staff who will direct you to a table and take your first drinks order. You must only sit with the group that you have played golf with.
- As per current government regulations we operate a table bar service so please do not approach the bar. Tables and chairs have been positioned in the bar to ensure that social distancing can be managed effectively.
- If you require a second or subsequent drink, this will be ordered via a new SMS text service, which will be explained to you by a member of staff when you visit (so one of your group will need a mobile phone). Please do not leave your table to order further drinks, the staff will attend to you once you have texted your order. You are not required to wear a Mask whilst you enjoy your drinks, however if you need the toilet, go outside to smoke or you move away from your table for any reason, you will need to replace your face mask and your drinks must remain at the table. This is now a legal requirement.
- You will be limited to a stay of 45 minutes in order that we keep within the UK Government's guidance in relation to our capacity. We have assessed that up to 48 golfers at any one time will be the maximum number allowed in our licensed premises under the new guidance.
- Prior to being served, you will be asked for your name and contact telephone number for Government track and trace purposes. This will be a condition of using the bar service. A QR Code is available at the clubhouse and bar entrance so you can sign in using the NHS Covid-19 App if you have it on your smartphone
- Exiting the Bar will be either via the patio doors in the main lounge or the main lounge double doors, where you will be expected to leave your empty glasses and rubbish in the baskets and bins provided at these exit points on your way out.
- Please change out of your golf shoes before using the Bar.
- Restaurant facilities will remain closed
- Hands may be washed and sanitised in the toilet areas

Stay Safe - Play safe
A Step by Step Guide from Booking Your Tee Time through to
Returning Home After You Have Played

- **The Clubhouse will close at 6.30pm each day** and there will be no access after this time
- Players must call 01483810498 or e-mail the Club enquiries@puttenhamgolfclub.co.uk with any post-round health issues or COVID related queries at their earliest convenience
- The Club has assigned Gary Simmons as the COVID Staff Officer who is responsible for managing such issues and queries.

Gary Simmons
Secretary/Manager
24/09/2020