

# Falkirk Community Trust and Grangemouth Golf Club Golf Recovery Plan

Version 5 –20<sup>th</sup> July 2020



## **Introduction**

This document outlines the work required for phased reopening of Grangemouth Golf course which has been closed since the 22<sup>nd</sup> March in line with government guidance on control of Covid-19.

It has been prepared with reference to guidance from advice from the PGA, SGU and BIGGA. and bears in mind government restrictions and HSE information notes as well as the needs of our customers. As these change the proposed work and operating plans will also change so we can ensure we follow best practice and keep our staff and customers safe.

## **Background**

The golf course has been maintained throughout the period of lockdown with a reduced rota in operation since the 18<sup>th</sup> March followed by a return to a more regular work program for essential maintenance, in line with recommendations from the PGA, since the 4<sup>th</sup> of May.

The team all work together on site using strictly segregated machinery without breaking social distancing guidance. Shared facilities are cleaned daily. No staff have been unwell due to Covid-19 and it is crucial that we do everything we can to maintain this..

## **Procedures for recovery period.**

It is important that all golfers are aware of the new procedures and follow them at all times. Please take time in advance of your visit to read the following information and ask any questions in advance by contacting [parks@falkirkcommunitytrust.org](mailto:parks@falkirkcommunitytrust.org).

Facilities – Initially only the course and pro-shop will open, allowing customers the opportunity to play as soon as possible while limiting risks to golfers and staff. The changing rooms will not be available other than to collect items left in lockers before lockdown and if absolutely necessary use the toilet facilities. The bar and catering upstairs remain closed for the time being. The pro shop will operate a strict maximum two customers at any time policy. Signage will alert customers to this and numbers in the shop can be seen through the glass door and side wall.

In July the requirement for customers to wear a face covering in shops came into force and this is relevant for the golf course pro sho.. Signage was produced and displayed from the date the regulations became active.

As the national situation improves the trust and the club committee will review opening arrangements with the aim of returning to full use of all areas as soon as practical.

Golf – Initially golf was prohibited before 8.30 am each day to allow greenkeepers to get ahead of play, this was relaxed to 8am on the 30<sup>th</sup> June with the exception of any golfers who are sheilding. A maximum of two golfers were initially allowed out per tee time and this was increased to three golfers on the 30<sup>th</sup> June, and then further relaxed to allow golfer to go out in grouos of four three weeks later. Tee times have been a mix of 10 and 8 mins apart. It is each golfer's responsibility to arrive in good time before their tee time and late arrival may mean customers are unable to tee off.

Tee times must be booked in advance, and from the 1<sup>st</sup> of June will be bookable 7 days a week until 8/8.30pm at night. This is marshalled by club and trust representatives and no walk up and play options are available.

As the recovery period progresses start times will be earlier and more golfers will be allowed out per tee time. Currently our maximum is 4 per tee time.

Play will start from the first tee then alternate the next day to the tenth tee. It is important that golfers book a tee time and follow direction from the Golf Pro on where to start. This helps allow for social distancing and safety of both our staff and other golfers while machinery is in use.

These restrictions will be monitored and relaxed as soon as practical.

It is important that we reduce any points where Covid-19 can be transferred from person to person. Bunkers will be out of play and no ball washers or bunker rakes will be available initially. Please make every effort to smooth the bunker out with a club or your foot during this time. Benches have been left in place on the course as a number of our customers may require a resting point for health reasons. Please do not use benches if you do not require them to help reduce the risk to this group. The shoe cleaner will not be available for use.

Golfers should maintain social distancing at all times whether in the car park, queuing to use facilities, in the pro-shop or out on the course. If you are not playing with a member of your immediate household, maintain a 2m distance at all times during your game and do not share any items or retrieve stray balls out on the course.

It was anticipated that competition golf would not be possible until further into the recovery period. The committee carefully planned a safe and regulated return and initial competitions restarted in July, strictly for club members only with no visitors allowed. It is hoped a full fixture list will be possible in the future. Details are to be displayed on the club Facebook page and website.

### **On site safety communication**

During the initial re-opening period marshalling and assistance for returning golfers will be provided on site as a partnership between the club and the trust. Marshalls will be identifiable by their high vis vests and will be offered hand sanitiser and a mask to use as required. Signage will also be on display at various points to help customers.

At the first tee there will be information on opening times, instructions on how to pay a reminder that all tee times must be booked and guidance on good social distancing practice for golf.

At the changing rooms there will be information on display at the door outlining current permitted us and marking out a one way system with 2m social distancing reminders to allow customers to access the toilet facilities if urgently required.

At the pro shop there will be reminders of the new social distancing measures put in place for shop use and a Perspex screen has been fitted to create a barrier between customers and staff. We will only be able to accept payment by card and the machine will be wiped down between each customer with appropriate sanitising wipes.

Our Locker Room Attendant has thoroughly cleaned the changing room areas before reopening and will be a key member of staff during our recovery, keeping shared spaces spotless. Signage in the toilet areas will let customers know how to raise any concerns they have. Please follow SGU advice and 'go before you arrive' to avoid using toilets unless absolutely required. This will reduce risk.

### **Season Ticket Pricing**

FCT new season ticket prices are outlined below. They have been based on a 50% reduction on the months during which the golf course has been unavailable for play but still required maintenance.

Season Ticket: 7 Day	Adult	£328.13
Season Ticket: 7 Day	Student	£135.63
Season Ticket: 7 Day	Young Adult (16-17)	£78.75
Season Ticket: 7 Day	Junior U16	£61.25
Season Ticket: 7 Day	Go Card	£201.25
Season Ticket: 7 Day	Senior Citizen	£201.25

Season Ticket: 5 Day	Senior Citizen	£153.13
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Direct debit is unavailable in 2020/21. Season tickets can be paid for on the phone, online and on site in the pro-shop during its hours of operation. Payment will be card only, no cash to reduce risk to staff and customers. All outstanding debts must be settled before playing on the course.

### **Recovery period**

The operating procedures will remain under constant review with reference to government regulations, national body guidance and regular discussions with the club, greenkeeping team and customer feedback. Our aim is to return to full use of all facilities and reinstatement of all fixtures as soon as possible but it is not possible to give a fixed timeline for this to happen at this stage. We are grateful for the support our customers and members have shown during this unprecedented state of emergency and are confident that all golfers will observe the temporary restrictions in place to allow for a swift and smooth transition.

### **Club Matters**

Many of our golf season ticket holders are also members of the golf club and additional club information will follow which relates to the club only. The club are in the process of preparing a business plan for operating both the course and the club and we urge you to support them even if you have not previously been a member.

If you would like to join the club please e-mail [secretary@grangemouthgolfclub.co.uk](mailto:secretary@grangemouthgolfclub.co.uk) and you will be sent information on pro-rata pricing and an Application Form along with a GDPR Form. You can then pay their membership by bank transfer.

FCT and GGC meet regularly, and a regulated return to an amended fixture list will be issued to members along with being on the FB page and website.

The club specific operating procedures for phased reopening follow.

**GGC Operating Procedures -**  
***Protecting our Members and Visitors***  
***Coronavirus Pandemic***

**HEALTH AND SAFETY**

**1<sup>st</sup> May 2020**

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## 1. INTRODUCTION

Grangemouth Golf Club operating during the Coronavirus Covid-19 pandemic need to ensure we are protecting our Members, Visitors and Staff by minimising the risk of spread of the infection.

This guidance is intended to introduce consistent measures in line with the Government's recommendations on social distancing.

**These are exceptional circumstances and GGC must comply with the latest Government advice on Coronavirus at all times.**

The Health and Safety requirements of any activity undertaken by GGC must not be compromised at any time. If an activity cannot be undertaken safely due to a lack of suitably, qualified personnel being available or social distancing being implemented, then you should immediately notify the shop or the Committee to enable a solution to be identified.

Committee and Staff should remind the players at every opportunity of the Course Operating Procedures below which are aimed at protecting them, their friends and their families.

## 2. COURSE OPERATING PROCEDURES

### Stay at Home and Self-Isolation

Always follow NHS and Government guidance on stay at home and self-isolation, If;

- You are vulnerable e.g. severe asthma or over 70
- You have an underlying health condition e.g. Heart Disease, Diabetes
- You have a chronic health condition e.g. emphysema, COPD
- You are pregnant
- You live with someone who is self-isolating
- You live with a vulnerable person
- You have a high temperature
- You have a new, persistent cough

### If Someone Falls ILL

If you develop a high temperature or a persistent cough while at the Golf Club, you should:

- Return home immediately (informing the shop accordingly before doing so if possible)
- Cough or sneeze into a tissue and put it in a bin fitted with a bin liner, or if you do not have tissues, cough and sneeze into the crook of your elbow.
- Avoid touching anything when leaving the premises.
- Players should travel alone and others should not offer a lift
- Ensure that any area where the individual has been e.g. worktops, touch points, changing area is sprayed down using an Anti-Virucidal Disinfectant and blue roll ASAP after their departure of the premises. Dispose of blue roll into the bin fitted with a bin liner.

## 3. DRIVING TO COURSE

When travelling to or from the course players are advised to travel alone whenever possible. If players have no option but to share a vehicle, then they should:

- Share with the same individuals and with no more than a maximum of 2 people at any one time
- Wherever possible maintain a distance of two metres and avoid touching their faces
- Maintain good ventilation (i.e. keeping the windows open) and face away from each other during the journey. Keep journeys to a minimum time, for example up to 15 minutes.
- Wash their hands for 20 seconds using soap and water or hand sanitiser if soap and water are not available before entering and after getting out of the vehicle
- Regularly clean the vehicle using disposable gloves and cleaning products (e.g. Selgiene Ultra), with particular emphasis on door handles, steering wheel, gear lever, switches, indicator stalks and other surfaces which may be touched during the journey.

In addition to the above we will need to consider any travel to Course for those who are able which will include:

- Parking arrangements for additional cars and bicycles
- Other means of transport to avoid public transport e.g. cycling
- Hand cleaning facilities at entrances and exits must be provided. This should be soap and water wherever possible or hand sanitiser if soap and water is not available

#### **4. CLUB ACCESS POINTS**

- Stop all non-essential visitors onto Club premises
- Monitor access points to enable social distancing
- All Members and visitors to wash their hands for 20 seconds (or use alcohol hand sanitisers) on entering or before leaving the club.
- Allow plenty of space (2 metres) between people waiting to enter the club
- Regularly clean common contact surfaces in reception, office and changing areas e.g. door handles, knobs, PC screens, mouse, telephone handsets, desks, using Ultra Anti-Virucidal Disinfectant.
- Delivery drivers should remain in their vehicles if the load will allow it and must wash or clean their hands before unloading goods and materials.
- When signing scorecards ensure that you use your own pencil, ensuring that it is sprayed with ant-virus disinfectant cleaner before use. Any signed scorecards should be placed in the appropriate box.

#### **5. HAND WASHING & TOILET FACILITIES**

- Soap and fresh water is readily available in the club house for hand washing.
- Alcohol hand sanitiser where hand washing facilities are unavailable will be provided
- Regularly clean the hand washing facilities and check soap and sanitiser levels
- Hand dryers should be used at all times **after hands have been thoroughly cleaned**. Use of paper hand towels not required where hand dryers are available.
- Wash hands before and after using the toilet facilities.
- Toilet facilities will be cleaned on a regular basis, particularly door handles, locks and the toilet flush using e.g. disinfectant cleaner.

- Suitable and sufficient bins for other waste e.g. sanitary waste will be provided.
- Provide hand moisturiser in toilets where not previously supplied to help mitigate effects of alcohol hand sanitisers.

## **6. COURSE CONTROL**

- Arrive at Clubhouse 15 mins before start time
- Follow social distancing and sanitising guidelines for locker room and follow one way system
- Approach starter shop 5 mins before pre-booked tee time only if the game preceding has left, do not enter the shop, if required a score card can be obtained from the table, do not swap or touch other cards.
- Entry fees will be deducted from your Membership Card
- Any purchases must be made electronically
- Use electronic scoring means whenever possible. ie HowDidiDo mobile app
- Always maintain at least 2m from playing partners at all times
- Do not share equipment
- All ball washers will either be isolated or removed where possible
- Do not touch or remove the flagstick for any reason
- There will be no communal rakes in the bunkers, players may use their own personal rakes to smooth out bunkers or take relief as per the local rules
- All matches should never encroach on the game in front especially at Tees, always wait until the tee is clear before approaching
- If you need to let a match play through do so at a safe time where there is at least 10mins space between players from different matches
- On completion of the round do not shake hands and move away from the green as soon as possible to agree scores verbally, do not exchange or touch other score card
- Place completed cards in the appropriate box for process at a later date (at least 24 hours)
- Follow locker room guidance again if you need to use the facilities fully sanitising the area before leaving
- The Clubhouse may be open, if so follow social distancing restrictions and don't mix with other players
- Results of matches/medals will be posted electronically wherever possible

**PLEASE NOTE ANY BREACHES OF THE SAFE OPERATING PROCEDURES FOR THIS FACILITY  
COULD LEAD TO SUSPENSION FROM THE CLUB AND COURSE**

## **7. CANTEENS AND EATING ARRANGEMENTS**

- Eating areas to be identified in the Club to reduce food waste and contamination.
- Hands must always be thoroughly cleaned before entering the restaurant area, preferably with soap and water for 20 seconds.
- Hand Sanitiser to be fitted (preferably fixed to the wall) at each entrance point as a back-up.

- Anti-viral spray to be made available in the clubhouse
- The Members should be advised to bring pre-prepared meals and refillable drinking bottles from home, this is to minimise transmissions in the club.
- Members should sit 2 metres apart from each other whilst eating and avoid all contact
- Drinking water is provided from the mains cold water tap.
- Tables must be sprayed and cleaned after each use by the user. Anti-viral spray to be made available within the seating area.
- All users should clean up behind themselves with no waste left behind; tables, worktops and touch points must be cleaned by users after use.

**All the above points must be applied wherever food is being prepared and consumed.**

## **8. CHANGING FACILITIES AND DRYING ROOMS**

- Staggered tee off times to be adhered to, this will reduce congestion. Arrive 10 mins before allocated time.
- Players to maintain a distance of 2 metres between each other.
- Cleaning of all facilities to be completed on a regular basis.
- Users to spray and wipe down touch points, e.g. benches, lockers surfaces etc. with Anti-Virucidal Disinfectant after each use. Sufficient cleaning station(s) are to be provided in changing rooms for the purpose.
- Consider measures to increase the ventilation in the locker rooms
- Entry and exit doors should be fixed in the open position to avoid touch points
- A one way system should be marked out in the locker room to avoid close contact.

## **9. HIERARCHY OF CONTROLS**

If you are not able to work whilst maintaining a two metre distance, you should consider whether the activity should continue and, if so, risk assess it using the hierarchy of controls below and against any sector-specific guidance.

## ELIMINATE

- Workers who are unwell with symptoms of Coronavirus (Covid-19) should not travel to or attend the workplace
- Rearrange tasks to enable them to be done by one person, or by maintaining social distancing measures (2 metres)
- Avoid skin to skin and face to face contact
- Stairs should be used in preference to lifts or hoists and consider one ways systems
- Consider alternative or additional mechanical aids to reduce worker interface

### ***Club Meetings***

- Only absolutely necessary meeting participants should attend
- Attendees should be at least two metres apart from each other
- Rooms should be well ventilated / windows opened to allow fresh air circulation
- Consider holding meetings in open areas where possible, even better consider teleconferencing as an alternative.

## REDUCE

- Minimise the frequency and time players are within 2 metres of each other
- Minimise the number of players teeing off whenever possible.
- Players should walk side by side, rather than face to face
- Regularly clean common touchpoints, doors, buttons, handles, vehicle cabs, tools, equipment etc.
- Increase ventilation in enclosed spaces
- Players should wash their hands before and after their game

## ISOLATE

Don't have random draws for tee times  
Keep groups of players that are from the same social group, ie family, friends or work colleague's together still keeping the 2 m distance requirement  
Allow single golfers to play  
Don't share equipment and mark your own score card  
Do not touch or remove the flagstick  
Communal bunker rakes will be removed from the bunkers

## CONTROL

Where face to face working is essential to carry out a task when working within 2 metres:

- Keep this to 15 minutes or less where possible. FFP3 face masks to be worn.
- Consider introducing an enhanced authorisation process for these activities
- Provide additional supervision to monitor and manage compliance

## 11. FIRST AID AND EMERGENCY RESPONSE

The primary responsibility is to preserve life and first aid should be administered if required and until the emergency services attend.

- When planning golf activities, the provision of adequate first aid resources must be agreed and implemented.
- Emergency plans including contact details should be kept up to date
- Consideration must also be given to potential delays in emergency services response, due to the current pressure on resources
- Consider rescheduling high-risk events or providing additional competent first aid or trauma resources.

## 12. CLEANING

Enhanced cleaning procedures should be in place across the facility, particularly in communal areas and at touch points including:

- Taps in canteens and washing facilities
- Toilet flush handles and seats
- Door handles, knobs and push plates/pads
- Hand rails on staircases and corridors
- Food preparation and eating surfaces
- Telephone equipment (handsets, headsets) etc
- PC Key boards, photocopiers and other office equipment
- If buggies are used, spray the inside of cabs thoroughly wipe down and leave to air dry (keep cab door open). Put used blue roll in a bin with liner.
- Hand tools must be sprayed and wiped after each use, especially when tools are also used by others.

The cleaning disinfectant to be used for this work will be “**Selgiene Ultra**” from a trigger spray bottle, or anti-viral wipes.

Personnel must ensure that where they sneeze/cough into a tissue it is put into bin liner tied up and put into main bin. It should not be left to the cleaner to carry out this task putting their health at potential risk.

### ***Hand Sanitisers***

Hand sanitisers must be provided which are conveniently accessible and topped up daily or as required. These must be provided as follows:

- At all external entrance points to the clubhouse
- At additional points as required.
- Sanitisers will not be required at entrances to toilets due to existing hand washing facilities