



LONG REEF GOLF CLUB LTD.

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A.B.N. 37 000 043 121

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COVID-19 SAFETY PLAN

EFFECTIVE: July 2020 (updated 1/9/2020)

Liquor and Gaming is escalating their enforcement of the Public Health Order and we encourage all Members and guests to assist by maintaining social distancing and observing the Club's COVID Safety Plan.

Any Guests who has visited a hotspot location (as listed at <https://www.nsw.gov.au/covid-19/latest-news-and-updates>) in the past 14 days is requested not visit the Club.

Conditions of Entry

Wellbeing of staff and customers

- All staff and customers who are unwell will be excluded from the premises.
- All staff who are unfit for work are required to obtain a medical certificate covering any day that they are off sick.
- Staff should seek to get a COVID test if they show the following symptoms
 - Fever (37.5 degrees or higher)
 - Cough
 - Sore/Scratchy Throat
 - Shortness of Breath
 - Loss of smell / Loss of Taste

Clubhouse Entry/Exit

- All guests must enter the Club through the front entrance.
- Members must record their Membership number on the register at front entrance or scan the barcode with their phones and enter their details.
- Any manual members sheets must be transferred into the excel data sheets each day.
- Guests must sign using the scanner, it will prompt you to enter a mobile number / contract number.
- A contact number for every person entering the club must be provided.

- All guests must exit the Clubhouse through the front entrance.
- Any patron showing signs of illness will be denied entry.

Physical Distancing

- Our legal maximum capacity is 340 customers (excluding staff and contractors). Our Club policy is no more than 290 guests. The correct amount of tables and chairs are already placed out on the floor.
- Maximum of 10 people per booking. No split bookings.
- Please avoid customers crowding in 1 area.
- Capacity must not exceed one customer per 4 square metres of space in the venue.
- No more than 10 people are permitted at 1 table.
- All customers must remain seated at all times unless ordering food/drinks or using the bathroom facilities.
- Gaming room is limited to a maximum of 2 people at a time. The poker machines on each side of the poker machine being played will be unavailable.
- The staff member allocated to be the COVID marshal for the day must wear the lanyard provided. While the COVID marshal will closely keep an eye on correct safety procedures it is the responsibility of all staff to ensure patrons are complying with our COVID conditions of entry.

Hygiene and Cleaning

- Guests have access to and encourage to use the sanitising stations in all areas of the Club.
- Staff must wear disposable gloves whenever cleaning bathrooms and throw out on completion followed by washing and sanitizing your hands.
- Bathroom sanitise cleaning must be scheduled for every hour during service. Including sanitizing all surfaces, door handles and ensuring all soap and sanitizer dispensers are full.
- Social distancing stickers have been placed on the ground for patrons to stand while waiting to order food and drinks.
- All café menus and bar menus must be wiped and sanitized after every single use. Please have a “new menu and old menu”.

- All tables and chairs must be cleaned and sanitized after each use and before any new patrons are seated.
- Clean frequently used indoor hard surface areas several times per day with disinfectant.
- Cash is now accepted however contactless payment is encouraged.

Golf Course

- To minimize contact with the flagstick, one player per group may remove the flagstick and replace after putting.
- Players are encouraged to carry sanitiser with them and sanitise regularly after touching course objects such as ball washers, rakes, stakes and hoops.
- Players are reminded to socially distance on the course and whilst waiting to tee off.
- Players entering the Clubhouse before or after their round are required to follow the conditions of entry stated above.

Events

- The Club will only hold corporate events or weddings for up to 100 guests and confirmation of the booking will be at the discretion of Management.
- Strict rules are in place for all guests attending an event at the Club. The event organiser must sign the indemnity form prior to confirmation of the event.
- The event organiser must communicate these rules to the guests attending. The Club will also re-enforce these rules on entry.
- All guests must comply with special COVID terms and conditions as agreed upon by event organisers.