

Covid-19 – Members' Group Booking Procedures

This version replaces the one dated 9 May 2021. It will come into effect on 17 May 2021 (the planned start date of Step 3 of the Government's Covid-19 recovery roadmap and is due to end on 21 June 2021 (the planned start of Step 4 – the removal of the remaining Covid-19 restrictions).

The aim of this document is to set out the procedures that should be followed by groups that come to the golf club to play golf and come into the clubhouse after play for food and/or drinks or for a group that just comes to the golf club for a meal and drinks.

This document should be read in conjunction with the 'Housekeeping Rules for the Clubhouse' dated 9 May 2021 (and on the Club's website).

Under the Government's guidance and legislation and England Golf guidance, from 17 May 2021 it is not permissible to socialise in the clubhouse in groups larger than 6 (Rule of 6 or 30 outdoors). The dining room will be reserved for group bookings. For the large, round tables the Rule of 6 will apply. Up to 4 people can sit at all the other round and square tables. This floor and seating plan meets social distancing guidelines.

1. Golf and food and/or drinks bookings:

- 1.1 All group bookings must be made with the office in sufficient time to organise tee reservations on BRS and to ensure other arrangements can be made, eg. catering.
- 1.2 The start sheet must be submitted to the office at least 48 hours before the date. The names will be retained by the club for 21 days in line with Track & Trace procedures.
- 1.3 For each booking there should be a nominated Group Coordinator (GC). The name of the GC should be given to the office at the time of booking. The GC should work with the Office and House team to ensure these procedures and the Housekeeping Rules are observed by all people in the group.
- 1.4 The golfers in each 4 ball effectively form their 'bubble' for the day and they should remain in their bubbles when in the clubhouse bars and dining room.
- 1.5 Sorry but no nearest the pin or longest drive competitions or presentations / speeches are permitted.
- 1.6 Food will be served to your table on a staggered, rolling basis as you come in from golf.

2. Meal only bookings:

- 2.1 All group bookings must be made with the office in sufficient time to arrange the catering and table plans. A GC should be nominated to ensure these procedures and the Housekeeping Rules are observed by all people in the group.
- 2.2 The dining room will also be reserved for meal only bookings. Tables will be allocated or can be booked on a staggered, rolling 8-minute interval basis.
- 2.3 If possible, we request that one payment is made for the group's food by BACS prior to the day of the event. The caterers require 48 hours' notice of any cancellations.