

Hemel Hempstead Bowls Club – Covid 19 Playing Guidelines -issue 2. 6th August 2020

Introduction:

This document provides information for members who wish to bowl. The Executive Committee are responsible for your safety and therefore we wish to inform you that we are following government guidelines and also guidelines received from Bowls England. We have also considered the practicalities of playing at the Hemel Hempstead bowls club and we have tested the process, and completed a risk assessment prior to re-opening. **If you decide to bowl there are two important things that you must adhere to; you must keep 2 metres apart at all times from others and bring your own personal hand sanitiser.**

The aim is for you to read these guidelines and if you have any questions please contact the club secretary Sandra Blackshire via email or phone. sandra_blackshire@hotmail.com – 07793 494382

If you wish to play, and are comfortable following these guidelines; which are for your safety and the safety of others you must sign the declaration agreement form (page 6) that you have read the guidelines and will adhere to them. You must do this before playing. You need to also pay for your membership before playing if you are already a member.

Non-members who are trying bowls for the first time do so on the same conditions but do not need to pay membership until they have decided to join.

Who can play?

In principle if you are well and not in the at-risk percentage of UK people you may play. This is very much a personal choice. Please note if you feel unwell, with cold or flu-like symptoms (high temperature, continuous cough, breathing difficulties), or maybe you think you are experiencing Covid 19 symptoms you should stay away. If you have been in contact recently with someone that has Covid 19 or the symptoms of Covid 19 you should stay away. If you suffer with hay fever please warn members on arrival and have a tissue to sneeze into should you need to.

You should follow government guidelines on isolation. Once the period of isolation is completed and you feel well, you may play. It is your responsibility to inform the club secretary if you become unwell with Covid 19 symptoms and have attended the club recently. Full traceability will be in place so that we can keep members well informed and as safe as possible.

To clarify who can play; all members who are not in the self-shielding category (these are people who received a letter from the Government advising a twelve week stay at home period).

In addition, over 70's in the clinically vulnerable category group need to take extra care and remember the Government advice. Some of you who are younger than 70 may also be identified as vulnerable and so should also take care.

What type of Bowls is available?

At this stage rollups in singles (2 people per rink), pairs (4 people per rink), in triples (6 per rink), or as one person on your own is possible. Social distancing should be followed at all times, although people from the same household can play together and do not need to follow the social distance. There is a bowling target mat available if required. Please advise the secretary if required so that it can be set up for you. This is a time for practice and a chance to enjoy the new green. This is not an opportunity to socialise as social distancing of two metres where possible, and a minimum of 1

metre plus is mandatory. This may change as government guidelines change and Bowls England instruct us.

How do I book a rink?

The Club will be operating an on-line booking system as detailed in the email sent to members containing links to the booking system and details on how to book.

The application can be used on any computer, smart phone or tablet.

For those of you that do not have internet access and do not have a fellow member to book a rink for both of you please telephone the club secretary who has access to the system and will book for you. Bookings may be made by telephone with our secretary Sandra Blackshire on 07793 494382 Monday to Friday 10.00 – 11.00a.m.

Play on the green for established Members: Roll ups will be on the new green. There will be three rinks available each day to start with, these will be numbered 1, 2, and 3 and will be separated by an empty rink to help with social distancing. The three rinks in use will be called rinks 1,2,3 for simplicity in the booking system. Rink T is for coaching, and can also be used for the triples night competition.

A maximum of 24 players are on the new green at any one time (1-6 people per rink playing singles, pairs, or triples).

There will be three sessions each week day (please note times have been updated to accommodate club competitions):

Afternoon- 12.00 to 2.30pm, and 3.00 to 5.30pm, and in the evening 6.00 to 8.30 pm. At the weekend sessions available are 10.30 a.m. to 1.00p.m, and then at 1.30 to 4.00p.m. and 4.30 to 7.00 p.m.

Please note if your partner is running late you may start on your own, if you wish to stop earlier than the allotted hours please leave the premises. There is a 30-minute gap between each booking to ensure that members can arrive and leave safely.

Using our new green members are expected to treat it with respect, and must not throw their bowls onto the green. We also ask you not to step onto the green over the wall for your own safety. You should walk onto the green via the walk way.

NOTE: No member is allowed to play unless they have a booking. This is paramount for safety and traceability. You must not just turn up to watch or for social interaction!

On the Green, unless you and your partner are from the same household keep 2 metres apart at all times and use only your own jack & mat provided (based on pairs - two jacks & 2 mats are available).

Entry to the green is still via the paving surrounds and you should walk onto the green via the walk ways, being mindful of social distancing you should walk to your rink without crossing over others that may have already started. As we wish to protect our green and for your personal safety do not climb over the wall.

If this is not possible for any reason it may be necessary to halt other games and walk across the green to your rink. No play is permitted outside of your two-hour slot. Please clean all equipment used before leaving using the spray supplied. Place your mat on the adjacent paving slabs next to the green and spray the edges on both sides, do not use the wall for this purpose as you may damage the carpet. Spray the jacks used in the trays stored around the green and can normally be found

under benches, and then place the trays under the benches. You may leave the mats on the paved area adjacent to the green to dry at both ends. Spray the handle of the pushers and place behind benches before leaving.

Leave the premises within 10 minutes of finishing your game.

If you are the last players booked for the day please ensure the equipment is stored as above;

The shed will be locked by either the maintenance team or Coach on their departure. For safety reasons there is no need for anyone other than the maintenance team, or Coach to enter the shed.

The entry/exit gate to the greens will have a numbered padlock fitted (the number is the same as the pathway entry gate padlock). The pathway entry gate padlock needs to be locked and numbers scrambled after entering before play begins and between each session when leaving and close of day to ensure the general public/spectators cannot enter. The green entry/exit gate padlock needs to be locked and scrambled between each session.

The Club-house: Last person leaving; please check that nobody is in the toilet before leaving. Make sure the latch on the front club house door is off, and shut the door (check it is closed). There is no need to set the alarm as this is continuously on. There is no reason to go into the main clubhouse as it is locked and alarmed. On walking through the entry/exit main gate please lock the padlock and scramble the code. Please remember that only one person at a time should be in the hall of the clubhouse.

New members or people interested in bowls:

For new members or people interested in trying bowls before committing you will play on Rink T. Our coach will coach either one to one or two coaches on Saturday mornings up to a maximum of 8 people. Coaching sessions are expected to last between 1 to 1.5 hours. All bookings for coaching must be booked via the secretary and coordinated with the coach.

The declaration agreement form needs to be signed. Until potential members sign up for membership there is no charge.

New members are expected to attend the coaching (designed programme) offered before playing other members and playing on the main green. During COVID times we have relaxed this rule a little.

General Information: Initially the mornings on weekdays are being kept for green maintenance and also work on the surrounding garden area. This is to ensure contractors and gardening member volunteers are safe. This will be reviewed as government guidelines are updated.

How many times can I play a week?

To provide everyone that wishes to play a chance of playing initially we ask everyone to book no more than three sessions in a week (this may alter dependant on response and may decrease/increase base on capacity).

How should I prepare for a game of Bowls?

Arrive close to your allocated time but not more than 10 mins early. If driving and you arrive early please stay in your car until your allotted time frame. This is more flexible on triples nights as you may arrive between 5.30 – 6.00p.m.

PLEASE bring with you the following: bowls shoes, bowls, and bowls towel, and carpark key and fob. You need to use the fob to enter the club house hallway and to use the toilets. In addition, we recommend that you bring water (it is important to stay hydrated). You may now use measuring equipment, but you should only handle your own measuring equipment for nearest to the jack due to possible cross contamination. In addition, chalk spray is allowed, but do not use regular chalk on other members bowls.

It is imperative that each player brings their own sanitiser (for your safety please use regularly).

Please note drinks, including water are not available at the club house.

Flexibility of clothing is introduced for all bowlers at this time and includes smart casual clothes, trousers, shorts or skirts and polo style shirts with bowls shoes. If you are a new member or a person interested in trying out bowls playing on green two you need to wear trainers or flat shoes (no heels).

You all need to arrive in clothing to play in as the changing rooms will not be available.

If driving, park in the club car park ensuring that you park in alternative spaces leaving a parking space between you and the next car. This ensures there is space for people to get in and out of their cars easily and safely whilst observing social distancing of 2 metres. Please close the carpark barrier before entering the club green area. Please lock the pathway gate to ensure no spectators come in.

Green equipment & facilities use

The Clubhouse is closed but will be open for members needing to use the toilet only. To avoid contact in a limited space only 1 person at a time should use the facilities. Please note the disabled toilet is for ladies (the normal lady's toilets are locked), and the men's toilet is available as normal. Entry and exit are via the main doors only. Sanitiser is available in the lady's toilet and hall way.

To aid users there will be an 'Available/In use' sign placed on the ladies toilet door to alert usage of the facility. As you enter and if available please turn the sign over, and as you exit please turn back to the applicable wording.

VERY IMPORTANT: Any use of the toilet must be followed by a thorough clean of all cubicle facilities that you have touched; door handles, taps and toilet seat with sanitiser spray and wipes provided in the cubicle.

NOTE: All members who currently have bags stored in the changing rooms need to remove them so they can use them if required when returning to play. (to arrange collection of your bags please coordinate with the secretary).

If bowling on the new main green please change your shoes at the edge of the green. Benches are provided for this purpose. Please maintain social distancing. If you are arriving for a coaching session you should change your shoes in your car or at the side of the green. You may store any bags you have next to the benches.

The green equipment will be positioned on the rink ready for play. This will include a jack and a mat per person (one at each end). It is your responsibility to handle your own mat and jack only. You must not handle each other's equipment unless from the same household. Please note scoreboards have been reintroduced for club competitions. You should only handle your own bowls.

NOTE: This is to avoid transmission (this does not apply if from the same household).

The placing of the jack can be by placement, conventional casting & straightening (by foot) or playing a roving jack. You are responsible for cleaning of equipment & facilities used at the end of the session. After play has finished all mats, jacks and pusher handles must be cleaned by using the spray supplied and then placed on the adjacent paving to the green (at both ends) to dry for the next players. Also clean the bench that you may have used and any other facilities which may have been handled or used.

Competitions:

Club in-house competitions have been reintroduced during August. Competitions are prioritised and therefore if you are struggling to book a rink please contact the competitions manager or the club secretary. All members playing must adhere to the guidelines. If playing on Triples night it is particularly important to social distance at 2 metres, extra support has been put in place for you, however you need to take ownership for your own safety and be mindful of the safety of others. Thank you.

What if the weather is bad?

Our new green is hardy and water is draining well. The maintenance team whom visit the green each morning will assess the situation. If we are unable to play the secretary will be informed so she can advise members who have booked.

If you decide not to play bowls due to bad weather please cancel your booking in the on-line system.

Spectators:

Spectators or guests of a member can watch bowling but must be booked into the system. If a member arranges to bring a guest, they are responsible for them booking into the system and ensuring that they understand they must keep 2 metres apart from others. The general public cannot just walk into watch bowling without being invited and booked into the system.

Green and Garden Maintenance:

Root2shoot, our present contractors, will work on the green 3 mornings a week. We have therefore decided there will be no bowling until **12.00p.m. each day Mon to Friday**. Contractors should leave the green at 11.30 ensuring there is no cross over of arrival of members. The contractor's employees will be notifying us in advance of their planned visits (at least 24 hours before) to work on the green via the on-line booking system. Names of individuals and timings must be entered into the system to ensure traceability.

For the time being garden maintenance will be carried out during the mornings only, Monday - Friday and will be restricted to 3 volunteers whilst the contractors are working on the green. Volunteers should also notify us in advance via the on-line booking system (at least 24 hours before). The club cleaner may also be present in the club-house one morning per week.

If there are any concerns you should contact either the Pavilion Manager, Ron Nash, or the club secretary Sandra Blackshire.

Final words:

We are doing everything we can to provide Bowls for our members so it's important we all abide by the guidelines; we appreciate it won't always be easy and patience is required during these testing

times. If you have any queries please contact the secretary for clarification and guidance. At the moment we are learning by doing, we are in a fluid situation so our guidelines and practices will undoubtedly change. The decision to play lies with each member, any bowler using our facilities does so under our normal terms and conditions accepting all liability.

Thank you for your support and understanding, we look forward to seeing you again.

Brian Smith (President) on behalf of the Executive Committee

Hemel Hempstead Bowls Club Member Declaration Agreement Form

I declare that I have read the Hemel Hempstead Bowls Club guidelines and agree to respect and follow the guidelines to the best of my ability. If I see fellow bowlers not following the guidelines, I will support them by reminding them of the guidelines to help us stay safe and compliant. I will also accept support from fellow bowlers who remind me of the guidelines, and will act on their advice aligned to the guidelines. The guidelines will not be policed officially and so it is important we work on this together. Keep alert, keep safe!

Please complete and return to the club secretary via email, a photo via text message/watts app, or by post.

Name: Please print.	Date:	Signature: