

INGHAM BRIDGE CLUB COVID-19 SAFETY PLAN

- 1. Covid-Safe app:** Queensland Health recommends the Covid-Safe app is downloaded to your smartphone. The Club encourages all members to comply.
- 2. Visitors:** For the time being visitors are discouraged from playing at the Ingham Bridge Club. Players from Townsville and Cleveland Bay clubs are most welcome but must complete our Health Declaration Form.
- 3. Initial Entry:** Members should arrive at the club no later than 15 minutes before the scheduled start time (before 8.45am or 6.15pm). If there is a group at the entry, please wait outside observing social distancing. Proceed through the entry gate and use the hand sanitiser stationed at the entry point. Members must bring their own pen or pencil for their own exclusive use.

Should I wear a face mask? At present, this is entirely up to you.

- 4. Personal Health Declaration:** You will be asked to complete and sign a Personal Health Declaration. If you answer NO to all the questions, you may enter the Clubhouse (subject to a temperature check). If you answer YES to any question, you will be required to leave the premises. All forms will be retained by the Club for 8 weeks as required by Government regulations.
- 5. Personal Temperature:** Your temperature will be taken and recorded on your Personal Health Declaration. This will apply to every session. If your temperature is elevated, entry will not be permitted. You will need to seek medical attention from your GP or the Hospital.
- 6. Payment of Entry Fees:** If entry is approved, please deposit table fees into the cash container provided. EXACT MONEY is required – No Change will be given.
- 7. Contact Tracing Register:** The Ingham Bowls Club is required by Law to maintain a register for Contact Tracing purposes. Please enter your details into the register and sign. You must do this every visit.
Note: You also need to sign out in this register when you leave the club.

- 8. Covid-19 Safety Plan:** On entry to the club, players will be asked to confirm that they have read and understood this document. It will be posted on our website and emailed to all members. Hard copies will be available.
- 9. Initial Hand Wash:** Once this is completed, please go to the nearest hand washing facility, and thoroughly wash your hands with soap and water and dry with a paper towel or rub hands thoroughly with the alcohol hand sanitiser provided.
- 10. Number of Players Allowed:** The maximum number of members we will be able to accommodate is 24 based on the number of extended tables we have available. (6 tables).
- 11. About the Tables:** The tables are our regular tables to which a 1.2m x 1.2m tabletop has been fitted. This has been covered with a heavy duty plastic to enable easy cleaning. The tables are spaced 1.5m between the backs of chairs in compliance with social distancing rules. Hygiene necessities are supplied at each table.
- 12. Take your Seat:** Once the entry process has been completed you may go to a table. Ensure you have your pen/pencil with you. You may take your own water bottle to the table. Please sanitise your hands with the provided dispenser when you first sit down.
- 13. At the Table:** If you sneeze or cough at the table, make sure you turn away from the table and cover your mouth and nose with your hand, tissue, or your elbow. Wipes and a box of tissues will be provided at each table. A small enclosed bin for immediate disposal of soiled tissues will also be provided at each table. Sanitise your hands immediately after this.
If anyone accidentally does not cover their sneeze/cough and does not turn away from the table, this is a serious matter.
If there is reason to believe the board in play has been contaminated by an unprotected sneeze or cough, call the Director immediately to either quickly replace the contaminated board OR to award an average score.
- 14. During Play:** Please try to avoid touching any items not directly associated with play – you should only touch the 13 cards in your hand. No food or drink, apart from your own water bottle, is permitted at the table during play.

- 15. Boards:** NORTH is the only person allowed to handle the boards. North will offer the board to each player to remove or return their cards. North will also sanitise each board at the end of each hand or round and place the boards on the side-table for the Movement Director to collect.
- 16. Bridgmate:** SOUTH is the designated user of the Bridgmate. South is the only person allowed to touch it over the course of the session. South will display the result appropriately at the conclusion of each hand so that the opposition can check all scoring. South will also sanitise the Bridgmate at the end of each round.
- 17. Bidding:** Will be recorded on an enlarged bidding sheet that will only be handled by WEST. Ensure you have your own pen/pencil with you. Players are requested to play their cards as far in front of themselves as practical, and Dummy should be placed as close to Declarer as possible.
- 18. End of Round:** At the end of each round, each player must sanitise their own hands and EAST will sanitise the table before moving to the next round. If any transgression (eg. an unprotected sneeze or cough) occurred during the round, East will also wipe down all vulnerable surfaces.
THE MOVEMENT DIRECTOR (or an appointed assistant) will move all boards to the appropriate tables. *No-one else is to touch the boards.*
- 19. Computer Area:** Entry to this area will be restricted to the Movement Director, Director and President. Any item that is handled or touched in this area must be sanitised by the person who handled or touched that item.
- 20. Club Kitchen:** Please DO NOT ENTER the kitchen. The kitchen is restricted at all times unless you are specifically requested to assist in the preparation or clean-up for the tea/coffee break. All crockery (cups, plates, glasses etc.) belonging to the Club are not to be used by members.
- 21. Coffee/Tea Break:** A break will be announced mid-session and taken in an orderly socially distanced manner. Please sanitise your hands at the table before the break. The club will provide all tea and coffee necessities and biscuits. You may bring your own snacks if desired.

Several members will be designated to hygienically serve your refreshment including biscuits. Those dispensing the tea/coffee will be responsible for sanitising the benches and all other surfaces touched during this activity.

Players can then take a socially distanced break at the table at which you have just been playing. Please return any personal items to your belongings on completion of the break. Leave nothing at the table. Rinsing any item at the kitchen sink is not permitted.

- 22. After the Break:** Do not forget to sanitise your hands and the table at the end of the break before moving to the next table.
- 23. Close of Play:** Please remember social distancing when checking results on the board; when signing out in the Ingham Bowls Club Register and when leaving the club by the Exit door.
- 24. Before you Leave:** Please double check that anything you have handled during the session has been sanitised prior to leaving the premises. Sanitising equipment will be available at several points within the club. Please use. Tabletops should be wiped down at the end of the session. Side tables and chairs should also be wiped and table bins emptied and wiped.
- 25. Last person in the Club:** Will do a final check and sanitisation of all toilet and other door handles, taps and benches.

NOTE: High-Touch Points: These are surfaces that are touched most frequently eg. cards, taps, door handles. They should be sanitised as often as possible with either hand sanitiser, wipes, or in the case of taps, with soap and water and wiped. Mechanical wiping is preferable. Cards in particular are extremely high-touch points and your hands should be rubbed with hand sanitiser or wipes as often as practical but especially after each round. Other surfaces such as chairs are low-touch points and only need to be wiped down at the end of the session.

Thank you for your co-operation.