

Covid safe procedures for short mat bowling at Horsham Bowling Club

Based on current guidelines from the Government and ESMBA

1. The online rink booking system **must** be used to reserve a mat in advance, this is the only way a slot can be booked to play. No ad hoc arrivals will be allowed. The time slot booked will cover arrival at the club, pre-sanitising, time on the mat, tidying up, post-match sanitising and departure. Members must not overlap during departure and arrival times.
2. When making your online booking you must state the names of all bowlers using the mat you have booked.
3. Members who continue to shield and wish to have a roll up alone at the clubhouse should contact Mike Wilson or Ali Hilton-Childs so that a suitable date and time for the session can be arranged when no one else is in the clubhouse.
4. A session of short mat bowling costs **£2.00 per person**. We now have a new additional payment method. Fill in the 'Roll Up Fee Slip' on arrival and drop it into the honesty box. You can then make your payment over the bar by contactless card (or cash) during bar opening hours at a later date. You can still pay on the day by putting cash in a named envelope if you prefer.
5. Short mat bowling sessions are between 9.00am-6.00pm Monday, Wednesday & Friday and 9.00am-9.00pm on Tuesdays, Thursdays, Saturdays and Sundays. Your session time should allow for a minimum time of 15 minutes to sanitise pre and post roll up and clean down. Booking is only available in advance online using the rink booking system.
6. Maximum 4 bowlers per mat, no spectators are allowed. Bowlers must leave the clubhouse as soon as they have ended their allotted session of bowling.
7. Pairs play is allowed as well as singles but not triples or rinks at this time. Social distancing between bowlers must always be observed.
8. Do not car share to the club unless in same household.
9. Members must enter the clubhouse via the front door. Personal choice if bowlers wish to wear own gloves and bring wipes for the keypad, etc. Exit from the clubhouse should be through the large double doors at the side of the clubhouse. The last person to leave the building should close and lock the double doors from the inside and exit by the front door.
10. After entering the club, members **must** sanitise their hands using the dispensers provided in the entrance lobby. Bowlers must then sign in on the ESMBA 'Track and Trace' form in the lobby (using their own pen) or scan the QR code by using the NHS app on their smartphone.
11. Coats and bags must be hung on the hooks provided in the entrance lobby.
12. Members should arrive dressed ready to play and change into suitable footwear on arrival in the clubhouse. The designated communal space for changing shoes is on the right hand side by the windows as you enter the main clubhouse room where chairs are provided. Please note that face coverings should be worn on entry and whilst changing shoes in the communal area, it is not necessary to wear a face covering whilst bowling on the mats. Bowlers are to provide their own face coverings.
13. Prior to play bowlers must wash their hands and sanitise frequently during play. Toilets are single occupancy, only one person at a time is allowed in the toilets/washrooms.

14. Bowlers must ensure that there is adequate ventilation in the clubhouse during play by opening all external doors.
15. Changing rooms are not to be used and will remain locked. The kitchen and bar areas will also remain closed whilst bowling sessions are taking place.
16. The short mat equipment cupboard is to be left permanently closed. Mats, jacks and delivery mats will remain in place on the clubhouse floor throughout the short mat bowling season, there is no need to lift the bowling mats or store the equipment away.
17. A nominated bowler at the delivery end of the mat will be solely responsible for lifting and placing the delivery mat, placing the jack and resetting the block in the centre of the mat if needed. This same person is responsible for ensuring that delivery mats, jacks and centre block are sanitised both before and after use.
18. During play the jack is to be placed by foot. Movement around the mats is in a one-way direction as per the arrow decals laid down on the floor. **Social distancing must be strictly adhered to during play .**
19. Bowlers should only touch their own woods by hand. Moving or removing other bowlers' woods should only be done by use of a bowls lifter, foot or other aid. Only one person to agree the score each end whilst attending the head. No scoreboards or measures are allowed. Members own white spray chalk only to be used (please do not overspray).
20. After play has finished the nominated bowler should wipe edges of both delivery mats, centre block and jacks using sanitised wipes and antibacterial spray. Stand clear of mats whilst using spray. Leave delivery mats laying over the fenders not directly on the mat. A box of wipes, hand sanitiser gel and bottle of antibacterial spray will be provided by the club for sanitising purposes, these will be in the clubhouse for the use of members. Please inform a member of the short mat committee if stocks on these items begin to run low.
21. **Members must take used wipes away with them for disposal.** Do not leave them in the clubhouse for somebody else to dispose of. No rubbish bins are provided.
22. After play, bowlers should wash and sanitise their hands before leaving the premises. The last person to leave the building must ensure that everywhere is securely locked as per normal (lights off, windows closed, fans off, blinds down, doors closed and locked).
23. Please enter and leave club premises with caution, do not assume the person before you has sanitised appropriately. Take note of the newly introduced one way system.
24. All members wishing to play short mat must agree that they are entering the clubhouse at their own risk and agree to adhere to the above rules during their visit.
25. Refreshments: The kitchen and bar will be closed during short mat bowling sessions. Bowlers are encouraged to bring their own bottled drinks for their own consumption
26. All members are reminded to take notice of the Covid-19 posters displayed throughout the clubhouse.
27. All club members have a duty of care to inform club secretary Simon Felton if they show symptoms of Covid-19.