



As at 19 August 2020

## ZWARTKOP COVID-19 RULES & REGULATIONS

### Zwartkop Compliance Officers

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The following rules and requirements apply to the Zwartkop Country Club to ensure compliance with the COVID 19 related Regulations and Notices published as part of the Disaster Management Act.

### T'S & C'S FOR ACCESS AND USE OF ZWARTKOP COUNTRY CLUB DURING COVID 19

By accessing the booking, the member and/ or guest consent to the following:

- No individual displaying COVID-19 symptoms will endeavour to access the site.
- No individual who has tested positive for COVID 19 (and has not yet recovered from such) will endeavour to access the site.
- Face masks / cloth masks are mandatory in all common areas.
- No showering facilities are available during the lockdown period.
- No alcohol may be brought onto or consumed on the site unless Governing Notices and Regulations are altered.
- Right of admission is reserved and enforced by Zwartkop Country Club / Zwartkop Golf Estate security personnel and officials. Any individual displaying COVID 19 symptoms or if there is any reason disclosed that place Zwartkop Country Club / Zwartkop Golf Estate, workers, members or guests at risk, such individual (including workers and members) may be requested to leave the premises, irrespective if such individual has paid for sporting activities or not.
- If you have visited Zwartkop Country Club and develop symptoms or are confirmed to have COVID-19, please advise us ASAP so that we can track and trace people you may have been in contact with.

### ON ARRIVAL AT THE GATE

- Please use the **HealthDocs App** as requested by GolfRSA. Download the App from either the Apple App Store or Google Play Store. Members need to use the following **Club Reference Number - 364604** when registering on the App.
- Use of the HealthDocs App will simplify the access process and make it quicker for you. Zwartkop Golf Estate Security will conduct temperature tests and Covid-19 questionnaires at the main gate.
- This is obviously a protection measure for each and every one of us, so please understand that if you record a temperature over 38 degrees or show any signs of Covid-19 symptoms, you could be denied access. If you are denied access, you are strongly advised to either self-isolate, or if you think you could have been exposed, please get tested.

- **ALL MEMBERS/ STAFF and VISITORS are to USE THE RIGHT HAND LANE FOR ENTRY** i.e. the one closest to the gate house. The left hand lane is for RESIDENTS.

## GOLF

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### PLAYING GOLF

- **PLEASE WAIT IN YOUR CAR IN THE CAR PARK PRIOR TO YOUR TEE-TIME.** Then head straight to the golf shop for check-in and payment. Please make use of the sanitizer at the entrance.
- The putting green should only be used from 15 minutes prior to your tee time to avoid over-crowding.
- Please only move to the tee 5 minutes prior to your tee-time and make sure that you are ready to play i.e. golf ball and tee in hand and glove on!
- In line with the regulations, you must wear a mask in all public spaces – especially when in the clubhouse, golf shop or halfway house.
- We request that you do not linger in groups at the golf shop / tee / practice putting green or outside the clubhouse.
- Please observe all social distancing regulations. Preferably stay 2 – 3m apart at all times – before, especially during and again after golf. No hugging, kissing or shaking hands and unfortunately no socialising after play.
- Please sanitise your hands frequently during your round and do not share scorecards, towels, range finders etc
- Pin Flags may not be removed or touched. Our putting cups are upside down which will allow for your ball to “drop” into the cup, but not so deep that you won’t be able to easily lift your ball out of the hole. Only you may remove your golf ball out of the cup!
- All bunker rakes have been removed. Bunkers will be raked by the course staff. Please smooth with your foot after use.
- All ball washers have been emptied, so please do not try to make use of them.
- Please do not touch the dustbins or make use of on-course water fountains.
- Halfway House is open but we ask you not to linger, order, eat and leave promptly to ensure free flow of golfers to the next tee.
- Equipment, food and drink must not be shared between players.
- **Please enter your scores using the HNA App / website.** The HNA computer is not in use. If you do not have the App email [sharon@zwardkopcc.co.za](mailto:sharon@zwardkopcc.co.za) but please do try to do this yourself as she can’t possibly enter every score.

### BOOKING AND PAYING FOR YOUR GOLF

- Please use our online booking option wherever possible – visit [www.teesheet.co.za](http://www.teesheet.co.za) / [www.zwardkopcc.co.za](http://www.zwardkopcc.co.za) /

- Every player's name should appear on the tee sheet so that they can be traced if required.
- The number of people allowed into the golf shop at any one time will be limited. Please be patient and exercise social distancing.
- In an attempt to reduce touch points, we welcome credit and debit cards, but we would prefer not to handle cash.
- Please remember that tee-times will be in high demand as everyone wants to play. If you book a time and don't show up, you will be charged. If you need to cancel, please do so 48-hours in advance, to ensure that someone else has the opportunity to play.

### **CARTS & CADDIES**

- Golf Carts will be available on a first come first served basis. Two people may use a golf cart but unless from the same household, it is recommended that golfers wear a mask while on the cart.
- Golf Carts and pull carts will be sanitised before and after every use. A "sanitised" card will be placed on the steering wheel of each cart after it has been sanitised. Do not use a cart which doesn't have a card!
- The use of caddies will be your own choice. All Zwartkop caddies will be issued with face masks but we recommend that you use a caddie as a bag carrier, spotter and advisor for course management ONLY. Caddie's should not be allowed to handle your clubs or clean your golf ball.

### **DRIVING RANGE**

- The driving range is open but the number of bays will be limited using social distancing.
- Range balls will be washed after each use and buckets will be sanitised before and after use.
- Facemasks are compulsory while on the driving range and especially during a lesson.
- You will be required to complete a consent form for all group or individual lessons.

### **CLUBHOUSE**

- The Clubhouse, Restaurant & Function rooms are open.
- There are no shower facilities available at this time and the geysers have been turned off.

### **CATERING - RESTAURANT; TAKE-AWAYS & ALCOHOL**

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- The restaurant and bar is fully operational
- For hygiene purposes, Zwartkop Catering has gone cashless – please use a credit or debit card when paying for purchases
- The restaurant tables have been reduced to enable ample social distancing.

- Staff are wearing both masks and gloves
- Sanitiser is available at all entrances to the restaurant. Tables are wiped down prior to and after each sitting. In addition patrons will be asked to sanitise their hands prior to being served.
- Patrons are to wear a mask when not eating or drinking
- Patrons will be asked to complete an attendance register for tracking & tracing purposes for the restaurant specifically. This is especially important for homeowners who may not necessarily enter through the main gate.
- Patrons are advised to pre-book tables for the restaurant to guarantee availability and to avoid creating a queue
- Patrons may not under any circumstances bring their own alcohol onto the property.
- Patrons are asked to consider placing a take-away order to take home with you after your round – you can order off the menu and we also have a “meal of the day”. We deliver on the estate.

## **CONFERENCES / MEETINGS**

- Small conferences and meetings for business purposes only, can be accommodated
- Number of people is limited to 50 people max
- Tables will be appropriately spaced out to enable social distancing.
- Staff are wearing both masks and gloves
- Sanitiser will be available at all entrances to the conference / meeting room and attendees are encouraged to use these often in addition to washing their hands with soap and water.
- Tables will be wiped down prior to and after each sitting.
- Attendees are to wear a mask when not eating or drinking
- Attendees will be asked to complete an attendance register for tracking & tracing purposes for the conference / meeting facility specifically.

## **GYM**

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### **T'S & C'S FOR ACCESS AND USE OF THE GYM DURING COVID 19**

All T's & C's as per page 1 apply. In addition...

- Temperature and Covid Screening Questions must be answered with every visit.
- Face masks / cloth masks are mandatory – even when training.
- The booking system is compulsory as this will enable tracking & tracing.

### **USING THE GYM**

- All GYM Members will be required to book a session / complete the booking sheet which will be available on the reception counter. This will allow us to track and trace gym users specifically. You can book for either 30 or 60 minutes. Please note that these slots are available on a first-come-first-served basis. If you cannot make a booked slot please cancel it so someone else to use.
- You are required to complete the Covid Screening Form every time you use the gym. These can be placed in the box provided in the gym. Please add the temperature you recorded at the gate to this form. If you have accessed the clubhouse from within the estate, please take your temperature at home or get it taken at any one of the gates so you can enter it onto the form. This is compulsory.
- The number of people allowed in the gym is **limited to four (4) users** at any one time plus the biokineticist. Please ensure social distancing is properly observed. Only actual gym users may be in the gym – no babies, young children etc.
- To be courteous to other users, **PLEASE ARRIVE AND LEAVE ON TIME.**
- Please make use of the hand sanitizer / disinfectant provided throughout the gym.
- In line with the regulations, you must wear a mask in all public spaces and this will be also be required in the gym, even while you train.
- Please observe all social distancing regulations. Stay 2-3m apart at all times.
- Please do not bring your own sweat towel, rather use the paper towel and sanitiser provided to wipe down all equipment and machines prior to and after use by yourself. Absolutely anything you touch should be wiped down.
- Please do not “share” gym equipment
- Please do not touch the dustbins or make use of the water fountain. Bring your own water bottle from home or buy from the restaurant.
- The gym will be frequently cleaned by a member of staff based on the booking system

## **HEALTH AND SAFETY**

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Despite the easing of restrictions, we are very clear that our health and safety requirements need to be adhered to at all times. There are various initiatives we are implementing to reduce and eliminate Covid-19 infections, such as:

- Ensuring our staff wear fabric masks in public spaces and on public transport.
- Ensuring that if employees are sick or have symptoms associated with Covid-19, they must not come to work
- Screening and testing staff, members and visitors when they arrive at the main entrance into the estate.
- Maintaining our social distancing principles at all times.
- Providing our staff with ongoing training and guidance on personal hygiene and preventative measures across the facility.
- Ensuring that there are sufficient quantities of hand sanitiser available across the facility and in the offices for staff, members and visitors to use. We encourage you to bring your own for use during your round – the golf shop and halfway house will also have bottles available for purchase.
- Encouraging you to frequently washing your hands with soap and water.

