



COVID - 19 POLICY

The spread of the COVID-19 virus around the world has raised concerns for everyone in these trying times. The Bluenose Golf Club recognizes that the number one priority during these times is the well-being of our staff and customers. We want you to know that your health and safety will remain our top priority as this situation continues to evolve.

We know that everyone is anxious and excited to golf and we are very happy to invite you back for another golf season at Bluenose Golf Club. However, we ask that all of our golfers thoroughly read, understand and promise to follow and respect our COVID-19 protocols and any additional course specific protocols you may encounter.

Golf provides the community with a place for outdoor exercise and much needed positive mental health stimulation during this difficult time. Physical distancing can be easily achieved throughout the golf course and we ask that you please respect all golfers and workers around you. We are happy to invest in the new adaptations so that we can bring a safe outdoor activity for the community.

Please note that the protocols, procedures and expectations implemented will be adjusted as the fluidity of the pandemic changes and the most current copy of all updated procedures, protocols and expectations will be available in the Pro Shop for your review.



Staffing Protocols & Disinfecting Procedures

All Staff

- All employees are asked to stay home if unwell or symptomatic (fever, cough, runny nose, etc.)
- Employee uniforms/work clothes must be laundered prior to each shift
- All staff members are required to wash their hands immediately upon entering the facility for a minimum of 20 seconds (hand washing guidelines)
- Employees will have access to masks, gloves, and disinfectant materials on site
- All personal items must be kept in staff vehicles and not in the work place
- Any dishes used on site must be washed immediately in hot soapy water following use (consider using disposable cutlery/plates)
- Staff meetings will only be held if deemed necessary and only held in spaces that allow for proper social distancing of a minimum of 6 feet
- Employee cell phones are only to be used for emergency purposes and should be disinfected following use
- Staff will work independently as much as possible
- Casual visitors are not permitted at the workplace, including: Clubhouse; Maintenance Barn; and Pro Shop
- All staff are encouraged to remind golfers to follow the COVID - 19 Procedures
- Masks must be worn at all times while indoors in any of the buildings. Masks may be removed while eating, drinking, or when behind the Plexiglas counter barriers.
- Staff will have the right to refuse service to people who are not respecting the mandatory mask order

Pro Shop Staff

- A Plexi-Glass barrier is installed at the pro shop sales counter for the protection of staff and guests
- Staff will disinfect the surfaces of the sales counter top and ATM touch pad following each transaction
- Staff will disinfect high touch surfaces such as: fridge handles, phone, computer key pad, printer, counter tops, door handles, etc. a minimum every 30 minutes during shift and record time of completion on cleaning records sheet
- Pro shop phone will be for staff use only
- Staff are reminded to maintain appropriate social distancing (6 feet) between other staff and any golfers
- Staff will provide each golfer a score card and pencil upon request
- Staff are asked to remind all cart users to adhere to the minimum 6 feet distance between carts while waiting for tee off
- Refer to the Tee Time Procedures document for further details regarding green fee procedures
- Members will never be "paired up" with guests, unless the members approve.
- Rental Power Carts: We would like 2 people to ride in each cart; however, it is not mandatory if concern of Covid is presented by a user of a rental cart.
- In the absence of clubhouse or sanitizing staff, the Pro Shop will assume the disinfecting duties of the clubhouse. This will include sanitizing the patio seating area, doors, knobs, and the washrooms, on a 30min rotation, as per the procedures indicated in this document. The cleaning log must be filled out.



Grounds Staff

- Each staff member will maintain appropriate social distance (6 feet) between staff members and any golfers on the course
- Grounds Staff must wear gloves at all times to reduce the potential of virus transfer including: operating machines, hand tools, and re-fueling equipment, etc.)
- Staff will disinfect high touch surfaces such as: fridge handles, phone, computer key pad, printer, table tops, chairs, door handles, microwave, etc. after contact

Office Staff

- Office space will be off limits with the exception of General Manager and Office Manager/Bookkeeper
- All high touch areas such as desk, phone, printer, stapler, calculator, desk and file door handles, etc. will be disinfected daily

Clubhouse & Patio – Kitchen & Wait Staff

- Clubhouse staff will be limited to 1 person in the Kitchen at any time. Other staff are not to enter the kitchen without permission from GM or the Bar staff member.
- All Clubhouse staff preparing and serving food must have a valid food handlers certificate
- All products will be served in single use packaging and disposable/recyclable containers
- Hours of operation are 11am to 6pm
- A Plexi-Glass barrier is installed at the bar sales counter for the protection of staff and guests
- Staff will disinfect the surfaces of the sales counter top and ATM touch pad following each transaction
- Staff will disinfect high touch surfaces such as: fridge handles, phone, computer key pad, and printer, counter tops, door handles on a regular basis throughout the day and at shifts end. Floors will be cleaned nightly.
- Clubhouse phone will be for Staff use only
- Staff are reminded to maintain appropriate physical distancing (6 feet) between other staff and any guests and monitor capacity levels. Guests must adhere to the minimum 6 feet distance guidelines.
- Food and Beverages to be consumed in clubhouse & patio must be ordered and paid for at the bar or the Pro Shop and will be delivered to the table. Table service only, with the exception of to go purchases.
- Masks must be worn by staff at all times while serving food items
- All tables have a tag on them. Guests are asked to turn the tag around with the red side facing out when they sit at a table or prior to leaving. This is so that our staff can properly disinfect the area after use and so that guests will know not to sit at a red tagged table. If a table has the green tag facing out that seating area and table has been disinfected and is ready to use by our guests. Note: Even if only 1 guest uses a table, the tag must be flipped to red so that the entire table setting will be disinfected.
- All guests are required to leave their waste at the table. Staff will properly sort and dispose of waste. Gloves will be worn by staff during table cleaning.
- Chairs and tables are to be disinfected as soon as possible once a guest is no longer using the clubhouse & patio
- Physical distancing signage is posted in the Clubhouse and patio areas
- Walkways for through traffic to the washrooms and the Pro Shop entrance are clearly marked on the floors.
- The Clubhouse and Patio areas are included in the daily cleaning records sheets that are posted outside of the washrooms.
- When the clubhouse bar is not open, the “closed gate” for the seating area must be posted



General Equipment

- **BGC Golf Carts** - high touch points will be disinfected following each use including: steering wheel, forward and reverse gear, golf bag straps, seats and seat backs, and keys. Gloves will be worn by staff when disinfecting carts.
- **BGC Pull Carts** – all surfaces will be disinfected following each use
- **Mowers/Greens and Grounds Equipment** - high touch points will be disinfected following each use including: steering wheel, gear shifter, ignition key, mower controls and switches, handles, on/off switches, etc.
- **Driving Range Balls & Mesh Bags** – washed in hot soapy water upon retrieval and dried prior to distribution to customers. Staff are required to wear gloves when handling driving range balls
- **Golf Club Rentals** – not available at this time and will be re-evaluated at a later date

Washrooms

- Handwashing signage is posted in each washroom as a reminder
- Staff will disinfect high touch areas such as door knobs, toilet handles, toilet paper roll holder, sinks and taps, and paper dispensers a minimum of every 30 minutes per shift and record time of completion on cleaning records sheet

Product & Equipment Delivery from Drivers/Vendors

- Boxes, packages, containers and equipment received will be disinfected prior to opening

Members and Guests Expectations

Player Services Not Available at this Time – will be periodically re-evaluated

- Locker Rooms
- Push/Power Cart Storage
- Bag Placement on Carts by Staff
- Club Rentals
- Club Cleaning
- Handicap Computer (Players are asked to enter their scores at home)
- Cash Transactions
- Private Cart gas fill up
- Porta Potty (on course portable washroom services)

Driving Range

- Reservations are required
- Please contact the Pro Shop (902-634-4260) for details or refer to the Driving Range Tee Time Procedures document



Pro Shop & Golf Course

- Golfers with symptoms consistent with COVID 19 (fever, cough or difficulty breathing) are asked to stay home
- Golfers are asked to cover a sneeze or cough with a tissue and dispose of the tissue in the trash and wash or sanitize hands
- Masks or face coverings must be worn at all times while indoors in any of the buildings. This includes the Pro Shop, Club Storage Area, and Clubhouse.
- Staff will have the right to refuse service to people who are not respecting the mandatory mask order
- **Tee Times** are required. Please contact the Pro Shop (902-634-4260) for details or refer to the 1st & 10th Tee Time Procedures document
- **Green Fees/Guests** will be welcome to play; however, under the conditions found in the Tee Time Procedures document.
- Green Fee players will never be paired up with member without approval of the member.
- Signage is posted in high traffic areas to caution players about the personal risks and practices that will help each player do their part to help lessen the spread of COVID 19
- Physical distancing must be observed at all times, with a minimum of 6 feet between Individuals. This includes the parking lot, Patio, putting green, waiting area around the 1st & 10th tee, and throughout the course
- **Pro Shop Traffic Pattern:** All golfers are asked to enter the Pro Shop using the Patio door entry and must be wearing a mask. Customers will be limited to 2 people in the Pro Shop at a time, and must ensure 6' distancing guidelines. The walkways, exits and entrances to the Pro Shop are clearly marked and are for through traffic only.
- A Plexi-Glass barrier is installed at the pro shop sales counter for the protection of staff and guests
- Payment methods will include debit, credit, e-transfer or cheque
- Scorecards and pencils will only be available upon request at the Pro Shop counter
- Snacks and beverages will be available for purchase from the Pro Shop
- Expansion of cleaning and disinfection of common/high-touch surfaces have been initiated
- **Course Rental Golf Carts:** will be fully sanitized between uses. We would like 2 people to ride in each cart; however, it is not mandatory if concern of Covid is presented by a user of a rental cart. **Note:** It is recommended that golfers reserve carts prior to showing up to play by calling the Pro Shop at 902-634-4260
- **BGC Pull Carts:** will be fully sanitized between uses
- **Clubhouse Washrooms** may be accessed by entering the Clubhouse through the door off the patio (players may use the ally way from the parking lot – it will be a one-way passage thru). Only 1 individual will be permitted in the washroom at a time. Only 1 stall will be available in each washroom. Locks have been installed on the inside of the main washroom doors. Users of the washrooms are asked to lock the door when in use. The washroom will be disinfected by staff every 30 minutes, but users are asked to use the sanitizer provided to clean main door upon entry and exit. All users are asked to exit the Clubhouse using the parking lot door (closest the washrooms). Those waiting to use the washrooms are asked to follow the 6 feet social distancing. Both washrooms are “unisex”. Walkways, exits and entrances to the washrooms are clearly marked and are for through traffic only.
- Items that will not be available at this time on the course: water coolers, ball washers, and trap rakes. Golfers are asked to smooth the sand with foot or club head after leaving a sand trap
- The periscopes and #9 light switches must be disinfected by golfers after use with the bottle of product supplied at these locations.
- No sharing of clubs on the course
- The Golf Course Pins/Flag must be left in the hole. Modifications have been made to the hole to allow for the removal of the golf ball without making contact with the hole and flag.
- No tailgating in the parking lot before or after the round is permitted.



Competitions and Events

- Separate safety procedures have been prepared for holding events. Each event will provide guidelines and procedures to each participant before the event. Items will include; Registration process, Rules of play, social distancing rules, Scoring procedures, presentation of awards, suspension of play guidelines. The Competitions and Events Protocols and Procedures shall be enforced by the Match Committees of the Ladies and Men's Divisions and available on the BGC website and posted in the Pro Shop.

Clubhouse

- The Clubhouse & Patio will be available for limited seating of up to 24 people and up to 8 people respectively with only 4 people per table. Floor markings for tables and chairs will be placed so that 6' social distancing can and must be adhered to. Do not move tables and chairs from their location.
- Groups of up to 10 people may gather at the same table. However, it is recommended by the NS Health Authority that the same 10 people remain consistent and within each other's typical "friend or family bubble".
- The seating area is clearly marked, and is limited to the number of chairs available. **No standing, seating only.**
- Food and Beverages to be consumed in this area must be ordered and paid for at the bar or the Pro Shop and will be delivered to your table. All Food and Beverages must remain at the table at all times according to Restaurant Association of Nova Scotia as approved by Nova Scotia Health Authority restaurant re-opening guidelines.
- All tables have a tag on them. Guests are asked to turn the tag around with the red side facing out when they sit at a table or prior to leaving. This is so that our staff can properly disinfect the area after use and so that guests will know not to sit at a red tagged table. If a table has the green tag facing out that seating area and table has been disinfected and is ready to use by our guests. Note: Even if only 1 guest uses a table, the tag must be flipped to red so that the entire table setting will be disinfected.
- All guests are required to leave their waste at the table. Staff will properly sort and dispose of waste. PPE will be worn by staff during table cleaning.
- Masks must be worn at all times while indoors in any of the buildings. This includes the Pro Shop, Club Storage Area, Clubhouse, and when entering or exiting to use the washrooms. Masks may be removed while eating and drinking.
- Staff will have the right to refuse service to people who are not respecting the mandatory mask order
- Walkways for through traffic to the washrooms and the Pro Shop entrance are clearly marked on the floors.
- When the clubhouse bar is not open, the seating area is closed and not to be used.
- Take-Out order procedures as follows: 1) Orders may be placed at the bar, or by calling the clubhouse 902-634-7196. 2) An estimated time to complete the order will be provided, and the customer must leave a cell phone number that they can be reached at. 3) Directions will be given to the customer as follows: They will be called when their order is ready, and to pick up and pay for items at the bar. Customers are to wait in the parking lot until they are notified that their order is complete.



Patio Area

- The Patio is available for limited seating of up to 8 people. Floor markings for tables and chairs will be placed so that 6' social distancing can and must be adhered to. Do not move tables and chairs from their location.
- This area is clearly marked and is limited to a maximum of **8 people. No standing, seating only.**
- Groups of up to 10 people may gather at the same table. However, it is recommended that the same 10 people remain consistent and within each other's typical "friend or family bubble".
- Food and Beverages to be consumed in this area must be ordered and paid for at the bar or the Pro Shop and will be delivered to your table. All Food and Beverages must remain at the table at all times according Restaurant Association of Nova Scotia as approved by Nova Scotia Health Authority restaurant re-opening guidelines.
- All tables have a tag on them. Guests are asked to turn the tag around with the red side facing out when they sit at a table or prior to leaving. This is so that our staff can properly disinfect the area after use and so that guests will know not to sit at a red tagged table. If a table has the green tag facing out that seating area and table has been disinfected and is ready to use by our guests. Note: Even if only 1 guest uses a table, the tag must be flipped to red so that the entire table setting will be disinfected.
- All guests are required to leave their waste at the table. Staff will properly sort and dispose of waste. PPE will be worn by staff during table cleaning.
- Walkways for through traffic to the washrooms and the Pro Shop entrance are clearly marked on the floors.

Club Storage Area

- Masks must be worn when inside this area
- Members must handle their own clubs. Staff and other golfers will not be permitted to handle clubs.
- Do not touch another person's clubs or bag
- This area is limited to 1 person. Safety signage is posted and is expected to be followed.
- The sink is not in service at this time
- The Club Storage area will be opened for the day at 7am by the Pro Shop staff, and will be locked at Dusk
- Pull Cart and Power caddy storage is not available
- Contact tracing will be accomplished by comparing the tee sheet to those who have club storage