

Re-opening of Clubhouse bar and restaurant with restrictions in place due to Covid-19

Additional information in blue 23/09/20

Falkirk Tryst Golf Club	Risk Assessment carried out by: Craigen Smith Reviewed by Stephen Watkins Club Captain
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Date: amended 23rd September 2020	Review Date: 23rd September to add updated Hospitality statutory guidance from Scottish government
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What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
Covid-19 symptoms	Any person in vicinity of person with Covid 19 symptoms	Any person who feels unwell prior to arriving at club must stay at home and follow government guidelines	If any person takes Covid 19 symptoms during play the pro shop should be informed to allow track/trace.	All persons playing golf	Immediately	
Covid-19	Bar Staff/members touching contaminated surfaces	Deep clean of bar/kitchen area and toilets prior to opening. Legionella checks on equipment that has not been in use	Environmental check by local council	Club Pro/Assistant Secretary	Immediately	
Poisoning	Staff/Members being supplied out of date food or drink	All kegs of beer and food within fridge/Freezers MUST be checked and fresh supplies ordered prior to opening All pipes to be cleaned and flushed through prior to connecting to new kegs All cooking utensils to be deep cleaned prior to use.	Area to be thoroughly sanitized prior to use	Bar manager/Chef	Immediately	
Covid-19	Members not social distancing	Seating areas to be properly marked off and MUST be 2mtr apart. And allow access/egress between tables Areas to be monitored to ensure no overcrowding of table areas. All handrails on outside seating area must be cleaned on a regular basis by cleaners using anti-bacterial wipes or spray. The 2 bins outside to be emptied and double bagged every night or as required.	All customers Club cleaners/bar staff	Bar/Catering staff/members Bar manager/Chef	Immediately	
Amendments from original Risk assessment						

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<p>Contamination from dirty glasses</p> <p>Overcrowding at serving hatches</p>	<p>Bar/Catering staff by contaminated glasses</p>	<p>Table service ONLY by bar staff wearing mask</p> <p>All glasses to be washed at highest temperature as soon as collected from tables</p> <p>NOTE: Main entrance door is now point of entry for bar service, main doors to be kept in the open position to prevent point of contact by all personnel.</p> <p>NO standing drinking allowed at bar and no queuing, if person being served, wait till they return to their table before going to bar</p> <p>Track and Trace register to be completed by bar staff ensuring Name and contact number is given. Track/trace requirement Now Mandatory from 18th August also there must be no background music or sound from televisions.</p> <p>All customers must keep to 2Mtr markers on floor and. Once served customers must have a seat in lounge or outside seating area Please return all glasses/bottles once empty to table inside door.</p>	<p>All bar/catering staff to be briefed prior to opening outside areas</p> <p>Sufficient glasses available</p> <p>All members must read and understand this RA</p> <p>Bar staff.</p> <p>All members/guests/visitors</p> <p>Bar/catering staff</p> <p>Ensure 2Mtr markers fitted in lounge and outside area</p>	<p>Committee</p> <p>Bar Manager</p> <p>All Members and guests</p> <p>Bar staff</p> <p>Bar staff</p>	<p>Prior to using clubhouse facilities</p>	
<p>Covid-19 Using clubhouse lounge/ locker room toilets</p> <p>Parties of people from different</p>	<p>Members could be harmed on entry/exit at clubhouse</p> <p>Members not sticking to 2 metre rule</p>	<p>Members to clean hands with anti-bacterial sanitizer on entering/leaving clubhouse to use Toilets (Club will have sanitizer in place at entry/exit points</p> <p>Signs to be fitted Toilet doors to read; “Please knock and wait if Toilets are occupied stand back at 2metres till free to enter”</p> <p>Main door to lounge toilet area to be kept open at all times.</p> <p>Only one person allowed in Male/Female Toilet at any one time in lounge toilet due to close proximity</p>	<p>Paper towels to be supplied plus waste bin for used towels which must be removed and double bagged on a regular basis.</p> <p>Toilets to be cleaned every day prior to opening hours and a when cleaned and checked sheet filled in. All touch points on tables and chairs, handrails and door handles to be cleaned on a regular basis to prevent spread of Covid 19</p>	<p>Committee/cleaners</p> <p>Cleaners/committee</p> <p>Committee</p>	<p>Immediately</p>	

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households	All persons in vicinity	<p>As per Scottish Governments on the 10th September ONLY 6 people from 2 different households allowed at each table from Monday 14th September.</p> <p>Table layout will have to be re-arranged to reflect 2 seats only, when households are more than 2</p> <p>Please Note: this applies to outside seated area as well.</p> <p>No private parties, Funerals are allowed with a maximum of 20 people following 6 people from 2 different households</p> <p>As of the 14th September the numbers have been cut by the Scottish Government to 6 individuals from 2 households . Inside and outside.</p> <p>All staff are required to wear face masks by law</p> <p>All customers MUST wear face masks while entering/exiting clubhouse facilities, toilets, bar, restaurant /Locker rooms</p> <p>Cooksafe manual to be reviewed and updates to be downloaded in line with the Food Standards Scotland Guidance?</p>	<p>2Mtr Markers to be stuck to floor securely</p> <p>Bar staff to monitor at all times, committee to assist when at clubhouse..</p> <p>Any members/Visitors not adhering to new guidelines will be asked to leave premises</p> <p>Chef/Bar Managers to ensure all staff are wearing masks</p> <p>All members to be informed by committee by sending copy of updated RA prior to 14th September</p> <p>Club Pro/assistant to inform visiting parties prior to arrival at club</p> <p>Locker room doors to be wedged open to stop contact with handles</p> <p>Chef to download latest guidelines from Food Standards Scotland Guidance</p>	<p>Bar staff/committee</p> <p>Committee</p> <p>Chef/Bar Managers</p> <p>Committee</p> <p>Club Pro</p> <p>Committee</p> <p>Chef</p>	<p>Immediately</p> <p>Immediately</p> <p>Immediately</p> <p>Immediately</p> <p>Immediately</p>	
1M Physical Distancing	All persons in Clubhouse by close contact	<p>All members/visitors from different household</p> <p>Signs posted at entrance points to highlight to customers, they are now entering a 1M Physical Distancing area (As per Scottish Government</p>	<p>Floor signs changed to show 1m Physical Distancing</p> <p>Bar staff to inform any persons adding seats to tables that it is not allowed.</p>	Committee	Immediately	

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		<p>guidelines) Signs posted to read “This is a 1 Metre physical distancing zone- follow advice of staff and observe physical distancing”</p>	<p>NOTE: If there is a 3 ball or 4 ball all from different households they will then have to sit a maximum of 2 per table</p> <p>All members to have copy of new amended Risk assessment sent to them via BRS system.</p> <p>Entrance/Exit doors to be kept in the open position as well as hopper windows to allow good air flow in bar and lounge area</p>			