

## Northern Suburbs Management Committee Meeting, June 13, 2020

### Procedures to be followed for entry to the Club premises and for playing bridge.

**Covid-Safe app:** Queensland Health guidelines recommend the Covid-Safe app be downloaded to your Smartphone.

**Dealers:** Dealers will have their own set of procedures to ensure their protection.

**Directors:** Directors will have selected which sessions they will be directing. This information will be on our website.

**Number of Players allowed:** Numbers will be limited to 12 tables, or 48 players. Members will have to contact the director (or a nominated person) to register themselves and their partner for a session. This would be after 9 am on the day before their session. Pairs wishing to be on a reserve list for a session will be contacted if they can play. Pairs turning up without registering will not be able to play.

**Declarations:** The *Club Playing Protocols* and *Health Declaration*, both available on our website, will have to be handed in at the first session played. Spare copies will be available at the club. *Please bring your own pen if not already signed.* Entry can only proceed if all answers are in the 'No' category. Face masks are optional. All forms have to be retained by the club as required by government regulations.

**Entry to the Club:** Players should be at the club at least 30 minutes before start of playing time to allow for entry procedures to be completed. The front door will be locked. Entry will be via the Automatic Doors that lead to the Elizabeth Gibson Centre. Players are asked to wait in a line 1.5m apart. Chairs will be provided if necessary.

#### **PROCEDURES TO BE FOLLOWED:**

**1. Your temperature** will be taken by a qualified person and recorded on your Health Declaration. Members with a raised temperature will not be able to enter the club premises. **2. The signed form** has to be checked and collected according to Government requirements. *In second and future sessions a verbal declaration will suffice.*

**3. Payment of Fees:** Players will move to the Fees Table and place their entry fee into a locked collection box. The exact amount is necessary since change cannot be given. **4. Hand Washing:** After payment of fees members must use the provided hand sanitiser to clean hands, then take a seat at one of the enlarged tables. There is no allocated seating.

**Bridgemate:** The operator of the Bridgemate (North) will be the only person to handle the Bridgemate and keep it clean. North will display the result appropriately at the conclusion of each hand for the opposition to check the scoring.

**Bidding:** Bids will be verbally stated and recorded by South. South will restate the bidding and the final contract before the opening lead.

**During play:** After the new boards have been received, all players must hand sanitise. No food or drink (apart from water from your own bottle) is permitted at the table during play. Before moving, East-West players have to wipe down the metal top and sides of their chairs.

**Tea/Coffee Break:** After hand sanitising, two tables at a time will line up – socially distanced – to collect their drink; tea, coffee, milk and sugar will be dispensed only by the kitchen staff. Biscuits will not be available. Drinks will be taken back to the table, hand sanitiser used, and players can enjoy their own food – sharing is not possible. Spare tables between every set of four playing tables will have trays for dirty cups, to be collected by the kitchen staff.

**Using the Washrooms:** In the Jill Wilson building there will be a maximum of five (5) persons at any one time in the Ladies washroom, and one waiting outside. In the Gents it will be four (4) persons inside and one outside. In the Elizabeth Gibson Centre there will be a maximum of four (4) persons at any one time in the Ladies washroom, and one waiting outside. In the Gents it will be two (2) persons inside and one outside. Wipes will be in the toilet cubicles to wipe the seats before leaving, and disposal bins provided.

**After the last round:** All players should wipe clean their chairs and their table. North/South will wipe clean their equipment, and East-West will empty the Wipes bin into the special bin provided, and return the bin to its table.

**Exiting the premises:** Members are to exit via the automatic doors. Hand records will be fanned out and placed on outside tables. Social distancing is still to be maintained. Players wishing to wait for results should remain at their table.

**Completion:** The director or seconded others will do a final check and sanitisation of door handles, taps, benches etc. The Director will file a brief note if there are any issues to be addressed. If there is a note it will be put into the Administrator's 'Covid Tray', along with the completed and signed entry forms.

**Management Committee**