



CARDIFF BOWLING CLUB COVID-19 SAFETY PLAN

Plan completed by L Jarmain;
Approved by John Erskine Secretary

To ensure the wellbeing of our staff, members and patrons:-

- Cardiff Bowling Club have a policy that excludes any staff members from attending work while unwell
- Monitor Members entering the Club with Temperature checks.
- Provide ample quantities of hand sanitizing gel.
- Supply our staff with information and training, cleaning of all stations hourly, making sure all staff are aware of the signing in and out procedures that have been implemented.
- Conditions of Entry are clearly displayed.
- Checking that members or their guest have not been in Victoria in the last month and if they have admittance denied.
- All staff have been made aware of their leave entitlements if they are sick or need to self isolate.

Physical Distancing:-

- The Club premises have been measured and the number of people allowed in the club is displayed. This complies with the 1 customer per 4 square meters of space.
- Our Dance floor is not to be used by members or their guests.
- The Club tables have been arranged so that no more than 20 people can be seated together. Placement of tables support the 1.5 meters of physical distance.
- Our gaming machines have notices to maintain social distance between patrons playing machines and every second machine is switched off.
- The floor area of the Club is marked to advise members and their guests where to queue.
- Our staff are aware of social distancing behind the bar and in all area's of the Club.
- All members and their guests must be seated while consuming alcohol on our premises, this is monitored by all staff at all times.
- The Club has had plexiglass barriers around the Bar, TAB and Keno, and Bistro counter, to ensure all staff are safe.
- The Bowling green area is monitored so that our bowlers comply with the rulings from Bowls NSW and Department of Sport regulations.

Hygiene and Cleaning:-

- All staff at Cardiff Bowling Club have been instructed to adopt good hand hygiene at all times and use hand sanitizer regularly.
- A cleaning worksheet detailing cleaning of all areas of the bar gaming, seating areas and bathrooms of the Club is provided for staff and must be carried out on each shift. The completed worksheets are stored in the office.
- Cardiff Bowling Club's contract caterer has been advised of all safe work practices regarding COVID19, and has been instructed to compile his own plan.
- Members and their guests have the option of paying with EFTPOS so limiting the amount of cash used on the premises
- Gloves are worn by our staff and contract cleaner, when cleaning all areas and once removed staff are advised to thoroughly wash hands with soap and water.
- Office area of the Club is cleaned on a regular basis, hand sanitizer is available as money is counted each day. Surfaces such as keyboards, mouse and telephones are disinfected throughout the day.

Record Keeping:-

- Each member entering the Club must record the time of entry and their mobile number, And the same when exiting the Club so contact tracing can be done. These records are stored in the office, Our Ebet membership program securely and confidentially stores this information.
- All staff and members have been advised to have the Covid safe App installed on their phone.

Date.....20/7/2020.....

Signed 

John Erskine



Liz Jarman