

**Arana Contract Bridge Club: COVID-19 Stage 3 Protocol**  
**Procedures for Entry and Play at Arana**  
**REVISED 1 SEPTEMBER 2020**

**Before you come to the Club**

**Email** is the fastest method of contacting members. Around 25 members have not provided an email address. Please provide an email address to the club if at all possible.

**Sessions** will be held 3 times per week on Monday, Wednesday and Friday starting 9.30 am and finishing about 1.00 pm. Online bridge will continue to be offered on Tuesday morning, and Saturday afternoon.

**Members only** are allowed in the clubhouse at present. Sessions will be restricted to 64 players (16 tables) due to social distancing requirements. If tables are full, late comers will not be admitted. Beginners will use the same tables.

**Health declaration form attached.** If you are able, please print and complete the form except for temperature and date before leaving home. Otherwise, complete and sign a form at the club using your own pen. If you answer NO to all the questions, you may enter the club premises (subject to a temperature check). If you answer YES to any question (except the final one), you will be asked to leave. All forms will be retained by the Club as required by the Government. The declaration will be required only on your first visit.

**Airconditioning will be used only if the building is uncomfortable.** Windows will be open for air circulation. Please dress accordingly.

**Personal items.** Members must bring their own pencil/pen, cup, water, teaspoon, tea, coffee, milk, sugar, cushion, scarf, cardholder, for their own exclusive use.

Hot water only will available at the clubhouse. The hot water station will be monitored for social distancing and wiping down of tap. The water cooler will not be available.

**Sanitising equipment** will be available at every point in the club that will be open to members. **Please use.** Feel free to use your own hand sanitiser and/or wipes if you have a preferred brand.

**On arrival**

**Entry.** Members should arrive no later than 30 minutes before the scheduled start time. Only the back door will be used. Please queue according to the distancing markers. If full, please wait at, or in your car. At your turn, proceed inside and use the hand sanitiser. If there is a group at the entry, proceed to the distanced chairs along the south wall. **Do not proceed further into the room.**

**Your temperature will be taken** and recorded on your health declaration for your first visit. If your temperature is elevated, entry will not be permitted. You will need to seek

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medical advice from your GP or hospital. On subsequent visits your temperature will be checked and you will be asked if you can still answer no to all the questions at the entry.

**Entry Fees** of \$6 will only be accepted via EFTPOS using either a debit or credit card. If you have neither of these, ask a friend to pay for you.

**Sanitise.** Once the declaration, temperature and payment are complete, please sanitise your hands again. Take your seat at one of the playing tables in preparation for the session. Do not walk around or socialise except with your partner and opponents.

## **Play**

**Sanitise** your hands when you sit down. Read the poster in front of you. Do not touch other players or their belongings. Please remember social distancing at all times.

**Bidding.** One player for each pair will be given a bidding pad to record verbalised bids. The pad must be kept by the player for use at each table and must not be touched by any other player.

**Bridgemate.** The designated operator of the bridgemate (North or South) will sanitise it with a wipe and **will be the only person to handle it** over the course of the session. The operator will display the result appropriately at the end of each hand so that E/W can check all scoring. The bridgemate operator will sanitise it at the end of the session and leave on the table. North/South will pass the boards to each player to remove their cards and will sanitise the boards and move it to the next table after each round.

**During play,** players must not touch any items not directly associated with them. They may touch only the 13 cards in their hand, their personal pen and bidding pad.

**At the end of each round,** each player must sanitise their hands and their individual table and chair before moving to the next round. All boards must be sanitised by north/south before passing on.

**Placemats:** Each player will be given a placemat. The placemats should be taken from table to table and sanitised at the end of play.

**Ensure you have all your belongings with you each time you move.** Property not belonging to the club will be discarded after each session.

**End of session.** Double check that anything that you have handled during the session has been sanitised prior to leaving.

## **Restrictions**

**Entry to the office** will be restricted to the director and compscore operator. Any item that is handled or touched in the office **MUST** be sanitised by the person who handled or touched that item.

**Personal items.** If you have a cushion, shawl, cardholder at the clubhouse, these items have been untouched during the closure. Please claim, use and take home with you. Club cushions and shawls will not be available.

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**Clubhouse toilets.** Three (3) people only to use the lady's toilets at one time and two (2) in the men's. Entrance doors will be propped open. Please sanitise your hands before entering and before leaving. Please use soap and paper towels provided. Please only use the disabled toilet if you need to. Distancing markers will be in place.

**The kitchen** will be closed and off limits. Both lending and bridge libraries will not be available.

**Tea/ coffee break.** There will be a 10-minute tea break during sessions. Make a drink and eat your snack at your table or during any natural breaks in play or when you are dummy. Only hot water will be available.

**Distancing.** Please remember social distancing at all times especially when checking results.

**If there is a case of Covid 19 at the club, all play will be suspended. The clubhouse will be deep cleaned. Those who played at that session/s will be notified.**

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