

Guidance for Playing Golf in Wales and UK Under COVID-19 Restrictions

**Version 16
4/12/2020**



Updated 2/12/2020

Please ensure this updated document is shared with your Club Manager, Club Coronavirus Officer, Junior Organiser, PGA professional, Competition Secretary, Chair of House, Bar and Catering Manager, Volunteer Coaches etc. Updated elements are in yellow.

There is a major responsibility for golf clubs and golfers to ensure that our sport is conducted safely and responsibly. Full adherence to the provisions of these regulations is essential for the safety of all and will ensure Golf can be continue to be played.

We were disappointed that Golf clubs faced closure during the recent 'firebreak'. However, we will continue to work hard with: The Parliamentary Golf Group, our direct links to the Welsh Government, Sport Wales, the Welsh Sport's Association (WSA) and our collaborative work with the outdoor sports group. This will ensure the Welsh Government are aware of essential Physical & Mental Health, Wellbeing and the Economic benefits of our sport. The excellent work from clubs is helping to keep our sport, golfers and communities safe. By continuing this effort, we will **all** put golf in a strong position to remain open in the future.

It should be noted that the Welsh Government continue to monitor the situation closely. Wales Golf as a National Governing Body is accountable to ensure the game remains safe and has a responsibility to contact clubs that are seen to be operating outside government and industry guidelines. Additional breaches will need to be reported to the relevant authority, and clubs could face closure and/or suspension.

The Government's statement on the changes to the hospitality industry can be found [here](#) together with the £340m support package.

The latest government guidance for outdoor sports is available [here](#).

An updated Q&A on the latest restrictions can be found [here](#).

Updated Welsh hospitality guidance can be found [here](#)

The following will come into force from Friday 4th at 18:00 and will be reviewed on 17th December.

- Hospitality settings, including restaurants, cafés, pubs, and bars can open indoors and outdoors for the consumption of food and non-alcoholic drinks but must close to all members of the public by 18:00.
- Alcoholic drinks **cannot** be served or **consumed** at any time within these **premises**, and this will be strictly enforced.
- Takeaway services can still operate as normal, providing food and drinks are sold for consumption **off the premises**, and no alcohol is sold after 22:00.
- Premises with a license for off-sales can continue to sell alcohol up until 22:00 as part of the **takeaway offer**.
- Face coverings and physical distancing rules must be followed.

Please Note:

Wales Golf suggests you contact your Local Authority Licencing Officer to ensure that you are acting within the Welsh Government Guidelines and the Golf Clubs existing Licence. Clarification can also be sought with the Local Authority Officer as to the definition of Off-the-premises in relation to your specific club and Licence.

We would urge clubs to get confirmation from their respective Local Authorities in writing before beginning an Alcohol Take-Away service.

A summary of the Governments new national measures following the firebreak, which took effect from the 9th November 2020 were:

- The need to maintain two-metre social distancing and wear face masks in enclosed public places, including on public transport and taxis, will continue
- The requirement to work from home whenever possible remains
- People should only meet with their 'bubble' in their own home, and only two households will be able to form a 'bubble'. If one person from either household develops symptoms, everyone should immediately self-isolate
- Up to 15 people can take part in an organised indoors activity and up to 30 in an organised activity outdoors, providing all social distancing, hand hygiene and other COVID-19 safety measures are followed.*
- There is no limit on the number of children under the age of 18 who can participate in or facilitate an **organised sport activity (added on 16/11/20)** for the development or well-being of children (see below for further information).
- All premises, such as restaurants, cafes, pubs and gyms, closed during the firebreak, will be able to re-open and limit to groups of up to 4 people. You may meet with people outside your household, as long as you maintain physical distancing from them and the size of the group does not exceed 4 people. Full guidance [here](#)
- As part of keeping our risks to a minimum, people should avoid non-essential travel as much as possible. There will be no legal restrictions on travel within Wales for residents, but international travel should be for essential reasons only

Travel Guidance

The Welsh Government announced further travel regulations from those travelling from England and Scotland from 6 pm Friday 4th December.

'Regulations in Wales will restrict travel to and from areas at the equivalent to Tier 3 in England and Level 3 and above in Scotland (Northern Ireland remains under lockdown).'

'Guidance will continue to stress the risk of seeding the virus if people travel to and from areas designated Tier 2 / Level 2 or lower in other parts of the UK. Travel to and from these areas will therefore still not be advised.'

'Travellers will need to be aware of and follow any legal restrictions in those countries.'

This means that golf clubs will not be able to accept golfers who live in Tier 3 / Level 3 lockdown area. The travel restrictions are likely to remain in place until at least January 2021 but will be kept under constant review.

Further information can be found [here](#)

Regulations and Guidelines

Below are some guidelines to ensure we keep our golfers, volunteers and staff safe and that your club remains compliant with Government, Industry and Wales Golf regulations and guidelines.

Playing Golf and Group Activities

As a result of 'organised outdoor activities' of up to 30* and 'organised indoor activities' of up to 15 being allowed, the golfing activities outlined below can take place. **There is no limit on the number of children under the age of 18 who can participate in or facilitate an organised sport activity (added on 16/11/20).** The number of children aged under 18 who can legally participate is constrained only by the boundaries of the setting and the need for sufficient adults to be present to supervise. Supporters and spectators of organised activities should be limited to only those who absolutely need to attend, for example, parents or guardians of children who require their attendance for health or safeguarding reasons.

However, as outlined by the Government, these must be '**organised**' as in the sporting guidelines (outlined below). Golfers and clubs must also adhere to **Government** and **Industry Guidelines** including social distancing, hand hygiene and other COVID-19 safety measures.

The following golfing activities can take place as an '**organised activity**' (see below):

- Up to 4 ball golf from any household
- Group coaching outdoors and indoors
- Golf practice outdoors and indoors
- Organised club competitions **without** gathering before or after the round as this will breach government regulations (including presentations, these can be done virtually or announcements can be made on the club's website).

When in enclosed public places people are still required to wear a face-covering [FAQ: Face coverings here](#)

Summary of 'Organised Activity'

Here is a checklist to ensure the activity is 'organised', further details on each of the areas can be found below:

- ✓ Club's to appoint 'responsible officers' **which include a Coronavirus Officer and an Activity Session Responsible Person** (for general play this could be the Club manager/ professional managing the bookings on the day).
- ✓ **Social distancing** must take place at all times
- ✓ **Risk assessments** for Coronavirus impact must be conducted
- ✓ **Online or telephone pre-booking with contact details collected.**
- ✓ The guidance advises organisations to collect contact details so that the **Test, Trace and Protect System (TTPS)** will be effective should there be an incidence of Covid-19 exposure at any activity.

- ✓ Be sure that guardians have permitted their child to attend any session where this is appropriate and that you have the **guardian's contact information**. You will not need the child's contact details if you have the guardians.
- ✓ Ensure that a **register/ record** of who attends is kept.
- ✓ Ensure the register/ record is **retained and kept** secure for as long as you deem necessary – this must be at least 21 days to be of use. We would recommend that you keep this data for no less than six months. You should seek guidance from your insurers on this (Wales Golf template available [here for group sessions](#))
- ✓ A self-assessment for COVID-19 symptoms and self-declaration with advice to stay at home if they should be self-isolating, or if they or someone they live with, is **symptomatic** - or suspects they may have been exposed to the virus, or travelling from areas where restrictions are in place (e.g cross border travel). Wales Golf template [here or additional information below](#) but please update along with the most recent government guidelines.

Key Principles

Government guidelines, including [physical distancing guidelines](#), and industry guidelines (below), must be adhered to before, during, and after the round.

Risk assessments must be conducted to ensure all areas can be re-opened safely.

Appointing Responsible Officers

The new Welsh Government Sports Guidance advises club's to 'appoint responsible officers'. As Golf has been open some time, these roles should already be in place. It may be that these roles can now be delegated from the Club Manager or Professional to a club representative, where appropriate training is provided?

Coronavirus Officer - This role is strategic in the phased return to sport activities. It is not a role to be feared though; it is in no way a medical or healthcare position. The Coronavirus Officer will simply manage and ensure that the required processes and information are put in place and monitor compliance with the guidance and legal requirements.

- An existing member of the organisation must be appointed as Coronavirus officer
- They will be responsible for oversight of the Coronavirus risk assessments
- They will be responsible for ensuring the necessary level of risk assessment and mitigations are in place
- They will be responsible for ensuring that the organisation can adhere to its guidance responsibilities within local constraints.
- Club Coronavirus Officers should liaise with their NGB equivalents for reassurance and guidance.
- There is nothing in this role that will in any way 'medical' or require specialist knowledge of the virus or health protection.
- The role will be no more onerous than being a safeguarding officer – probably less so.

Activity Session Responsible Person - All sessions must have an individual, responsible person. It is the duty of this person to ensure that the rules and requirements set out by the NGB, the Coronavirus Officer and Welsh Government are adhered to. This role can be carried out by the

Coronavirus Officer or another suitably instructed person. For general play, this could be the member of staff managing the bookings on the day.

The responsible person's duties shall include:

- Taking of a register of attendees and other persons as described in this guidance.
- Ensuring all attendees understand the Covid-19 measure and rules that are in place.
- To ensure that Covid-19 self-declarations are provided where required.
- To monitor the session for compliance with the Covid-19 rules, both general and specific to the activity.
- To ensure a timely and safe dispersal at the end of any session.
- The warning of or ejection from the session of persons that do not follow the rules or reasonable instructions, thereby causing a nuisance or a risk to the health of other participants, attendees or staff.

Test, Trace, Protect (TTP)

Clubs should implement an appropriate and thorough record-keeping system. This will support the Welsh Government's [Test, Trace, Protect](#) strategy in terms of staff on duty at the club, and individuals using the facilities to ensure they can be traced, contacted, advised to self-isolate and tested accordingly for Coronavirus by TTP. This is in the event of them having used the facilities, or been working at the venue, at the same time as an individual, or staff member, who has since tested positive for Coronavirus.

NHS COVID-19 App - The NHS COVID-19 app is an important part of our Test Trace Protect programme to control the spread of Covid-19. The app will be used, alongside traditional contact tracing, to notify users if they come into contact with someone who later tests positive for coronavirus.

The app allows people to report symptoms, order a coronavirus test, check in to venues by scanning a QR code and it helps the NHS trace individuals that may have coronavirus.

Find out more about the NHS COVID-19 app [here](#)

NHS COVID-19 App advice for business & creating your own QR code [here](#)

IMPORTANT NEW ADVICE FROM WSA - CONSENT is NOT required to use contact information for TTP. The terms upon which any individual can participate in an activity can be defined by the NGB (Wales Golf) or club. If the club asks for consent for contact details to be passed to the Test, Trace and Protect Service (TTPS) and this consent is refused, the club will not be able to refuse entry to an activity without breaching data protection law. This is because the club has made the consent conditional and not a free choice. The WSA recommend that you avoid using consent for this purpose.

On the basis that the Welsh Government advice requires sports activities and events to be organised, it is, therefore, reasonable for the club to insist on having contact details so that changes to any event can be communicated quickly to avoid any unnecessary gathering or travel.

It is at the club's discretion whether to advise participants that their details will be passed to the TTPS in the event of a COVID incident. The club would need to consider if this will cause fear and put people off or instil confidence.

Under the data protection law, participants DO NOT need to be advised that details will be passed on to TTP. The law allows the club to pass their details to TTP without consent.

Participants within Wales Golf schemes/events such as Championships, Performance squads etc. (as well as Wales Golf funded schemes such as New2Golf) will be required to provide their contact information which will be used if required for Test, Trace and Protect purposes.

Contact information Required - The following details should be taken:

Staff

- Names of staff who work at the premises.
- A contact telephone number for each member of staff.
- The dates and times that the staff are at work.

Customers, participants and visitors

- The names of customers or visitors, or if it is a group of people, the name of one member of the group – the 'lead member'.
- A contact telephone number for each customer or visitor, or if this is a group from the same household the lead member of that group.
- Date of visit and arrival and departure times.

Welsh Government Test, Trace and Protect information, which can be used to show your customers, if required, can be found [here](#).

For further information, visit

<https://gov.wales/test-trace-protect-process-summary-html>

<https://gov.wales/test-trace-protect-your-questions>

How the Test, Trace and Protect Service (TTPS) Works - It is important to understand how the TTPS operates to ensure that it is effective without causing fear or unnecessary work. Much of the advice of Welsh Government is confusing when it discusses isolation and testing of persons suspected of being infected. **It is NOT the role of any club or NGB officer to instruct anyone to isolate or book a test.**

How it works

- The person who suspects they may have Covid-19 (or has symptoms) should self-isolate along with other members of their household
- They should apply for a test. This can be done online or by telephoning NHS 111
- If the test is positive, they will be contacted by the TTPS
- The TTPS will get details of contacts the infected person has had since two-days prior to the first symptoms
- The TTPS will contact each person that has been in close proximity to the infected person. This is when your organisation will be contacted
- You need to give the TTPS all the details of those in attendance at the date and time the TTPS tell you
- The TTPS will NOT tell you who has tested positive unless the individual has given permission. If you are told DON'T make any note of it – it is unimportant and recording it may be unlawful.
- Information given to you is CONFIDENTIAL – DON'T GOSSIP!
- DON'T contact anyone yourself, not even staff, it is the job of the TTPS to do this.
- The process is outlined here: <https://gov.wales/test-trace-protect-guidance-employers>

What to do if someone advises that they have Covid-19 ? If someone who has been at your site calls to inform the club that they think they have COVID-19 or have symptoms, urge them to contact the Coronavirus 111 services using the link above or by calling 111. Do not express any opinion on the matter other than you think they should access the NHS services.

What should you do?

- Don't panic. It may not be Covid-19.
- Tell them to contact the Coronavirus NHS service for help and advice.
- Do not record any details about them as this may be unlawful. Do not spread any gossip. You should inform your organisation's Coronavirus Officer.
- Coronavirus Officers should contact the Coronavirus 111 service for advice if they are unsure.
- Notify Wales Golf of the situation but do not disclose any known details of any individual.
- DO NOT contact other people who may have been at the session. You are not allowed to do this lawfully. Let the TTPS do their job.
- Seek advice from your Coronavirus Officer about extra cleaning that may be required.

Risk Assessment linked to COVID-19

It is a requirement that Golf clubs conduct a risk assessment to plan, prepare, and mitigate risk linked to COVID-19. It also must be adapted to meet the needs of the club and aligned and amended according to the correct Government advice and restrictions. A Wales Golf template risk assessment has been developed to support clubs in implementing the safest possible procedures. This is available by contacting the Wales Golf Development team.

PPE should also be used where applicable. Wales Golf can also put clubs in contact with several retailers who can provide this.

Risk Assessment for Organised Activities

A COVID-19 risk assessment must also be conducted prior to organised activity such as junior and adult group coaching as well as other organised events and activities. Preparation should include those in charge to take specific training. Please refer to the government guidelines, '[Guidance for sports, clubs and facilities](#)', for more information to help you prepare.

The risk assessment should also be sufficient to ensure that activities can be run safely, in a manner that conforms to [Welsh Government legislation and guidance](#) and appropriately protects all individuals involved (e.g. athletes, staff, spectators). The risk assessment should be reviewed regularly to ensure that it remains relevant and appropriate under changing circumstances.

Here is some information that should be included:

- ✓ **Self-Assessment** - All participants, officials, volunteers and spectators must undergo a **self-assessment for any COVID-19** symptoms. No-one should leave home to participate in sport if they, or someone they live with, is [symptomatic](#) - or suspects they may have been exposed to the virus and follow the government guidelines. Entry should be refused to anyone unable to provide assurance that they have done so and that to the best of their knowledge, it is safe for them to take part.
- ✓ **Travel to the club or organised activity** - Participants are to be encouraged to follow best practice for [travel](#), including minimising the use of public transport and limiting car sharing. Walk or cycle if you can. People from one household and extended household can travel together in a vehicle. If local lockdowns return, participants should not be travelling into or out of a lockdown area to attend a session.
- ✓ **Arrival at venues** - Clubs should strictly limit the time spent congregating at a venue before activity begins. [Social and physical distancing measures](#) must be applied at such times. Meet-up times should reflect this. This includes arriving changed and ready to begin the warm-up, if possible, to minimise time spent waiting.
- ✓ **Use of equipment** - Sharing of equipment should be avoided where possible. Where equipment is shared, equipment must be cleaned to the appropriate standard, before use by another person. Check the latest guidance on [cleaning](#) and advice from [the Welsh Government](#).
- ✓ **Ball use** - Participants when playing must only use their own ball. In organised group sessions, balls must be washed and cleaned before use by another participant. Before, during and after organised sessions, industry guidelines as outlined below must be followed.
- ✓ **Adherence to measures** - A code of behaviour should be developed by a club for **individuals** to ensure a commitment for all involved to adhere to COVID-19 adaptations, club officials should be empowered to ensure measures are adhered to through appropriate sanctions linked to the club's disciplinary procedures. **Wales Golf will contact clubs that are seen to be operating outside government and industry guidelines.** Additional breaches will then be reported to the relevant authority and clubs could face closure and/or suspension.
- ✓ **Injury treatment** - Injuries should still be treated as participant well-being is utmost. The best way to protect yourself and others is through rigorous cleaning, personal hygiene and regular hand hygiene. An increased frequency of [cleaning and disinfection](#) of all surfaces and equipment, using standard household cleaning and disinfection products, is recommended. [Face coverings](#) are also advisable when undertaking treatment (ensure these are added to the first aid kit). Before and after contact with an injured participant, clean your hands thoroughly with

soap and water or alcohol hand sanitiser at the earliest opportunity. This advice is applicable to all situations, regardless of whether there was close contact or the minimum 2-metre social distancing was maintained. Avoid touching your mouth, eyes and nose.

- ✓ **Spectators** - Supporters and other spectators should be limited at this stage to only those persons who **need to attend**, e.g. parents or guardians of children who require their attendance for health or safeguarding reasons (and should be from the same or extended household). All spectators are to remain socially and physically distanced from each other and from the area of play while attending events or group sessions, including accessing and leaving the venue, use of any facilities and while watching a game or session.
Anyone on the area of play, or closer to it, then social distancing rules would permit and will count towards the total number people considered to be gathered for the organised outdoor activity, where a limit of no more than 30 persons applies.
- ✓ **Face masks** - when in enclosed public places, people are still required to wear face masks. Therefore, these may be required to access a training session, enter a clubhouse etc [FAQ: Face coverings here](#).
- ✓ **Other elements** - Add other elements which may be applicable. Some areas may have been covered the clubs main COVID risk assessment, such as cleaning of toilet facilities etc.

People who become symptomatic

Clear protocols to manage any person who becomes symptomatic in the training or play environment should be included in the risk assessment (process outlined above).

Clear protocols to provide/display clear messaging to individuals that anyone displaying symptoms of Covid-19 should not turn up for training or to play and call 111 and [follow the Welsh Government's self-isolation guidelines](#).

- [Self-isolation: explanatory diagram](#)
- [Symptoms and self-isolation for contact tracing](#)
- [Test, Trace and Protect process summary](#)
- [Employers guidance](#)

The risk assessment should also outline how staff or customers returning to the club environment from self or household isolation due to suspected or confirmed cases of Covid-19 or other Covid-19 related reasons (such as having to isolate as part of a household where a member(s) was suspected or confirmed as having Covid-19) will be medically assessed prior to return.

A risk assessment and risk mitigation plan should also be prepared for single sporting events and competitions, such as for matches being played and group sessions.

Taking bookings - Booking in advance, online or over the phone should take place. Encourage contactless or card payment to avoid handling cash.

Remember that some people do not have internet access. You should make provision for them to be able to make bookings/enquiries offline.

When taken a booking, all the necessary information should be communicated, including:

- On enquiry, take participant's or parent/ guardian's name, contact telephone number and email and read out the statement below.
- After taking the enquiry email/communicate:
 - Booking and consent form with participants/parents/ guardians / spectators (see below) correct contact details
 - Session information
 - What the club has put in place to ensure participants remain safe
 - Rules including those on safe arrival and departure (see below)
 - Self-assessment and declaration form/ statement

Self- assessment and declaration form/ Statement – the WSA suggest a simpler form that can be read out or put on a notice which should include a part about localised lockdowns (if they come back into force again) or restrictions that are happening:

"I have NOT HAD in the last 2 weeks any of the following Covid-19 symptoms: A continuous high temperature; A loss of taste or smell; A new continuous cough. I also confirm that I have not to the best of my knowledge had contact with anyone else who has had these symptoms or tested positive for Covid-19.

"I also confirm that I nor any other person in my household or extended household have NOT been told to self-isolate and are not currently subject to Covid-19 quarantine after travel or illness. I also confirm that I have not travelled into or away from an area that is currently subject to any form of local coronavirus restriction or lockdown."

Display the official statement on any booking form and the participant must agree to the statement to be able to book. You may use a checkbox on a web form to indicate the participant has read and can agree to the statement. The statement can be agreed to verbally if booking by telephone after having it read out to them. In the case of a minor, the guardian will be required to indicate the truth of the statement on the child's behalf.

Local restrictions and lockdowns (if applicable) - Generally the usual residence of someone is determined by their entry on the register of electors at their local council. Clubs and organisations must not allow temporary changes of address as a way of being allowed to participate.

Arrival and Departure of the Organised Activities - Plan the session times to avoid the potential of 2 organised sessions merging. Ensure there is adequate time between the finish of one group to the arrival of the next. Where possible, have a different entry and exit route to and from the venue.

Register of attendance - Ensure the **register (or a record as with online booking/ telephone booking of tee times)** is taken for each session (or tee time booked), retained and kept secure for as long deemed necessary – this must be at least 21 days to be of use. It is recommended that you keep this data for no less than 6 months. You should seek guidance from your insurers on this.

Ensure that non-participants/ spectators (outlined below) are counted within the numbers (max limit of 30) if on or near the playing area and are included on the register of attendees even if they are not actively participating.

A template can be found [here](#) to be used in conjunction with the booking form and self-declaration.

At the sessions or before play - It is VERY IMPORTANT that upon arrival, all participants (or guardians as appropriate) are shown the COVID symptom and self-isolation statement and can still agree with it. If they cannot agree, they must leave immediately. Remember that some time may have elapsed between booking and the event and their circumstances may have changed.

You should place the statement clearly on signage, and the Responsible Person should ensure that everyone looks at it and can agree to it.

Returning to activity after illness - The government advice also requires any participant to be judged as fit to participate in an activity after a period of illness, especially if it has been Covid-19 related. This will apply if the club is aware of the participants period of illness. It is acceptable for the participant to confirm that they have consulted a medical professional such as their GP practice, and they have been told it is OK for them to return to activities.

Juniors

A club must have a Safeguarding policy and procedures in place. At the club's discretion, juniors should be accompanied by an adult until the club, and their parents/ guardians are confident the junior(s) can adhere to the new guidelines and protocol.

Maintaining hygiene, through handwashing, sanitisation facilities, and toilets

To help everyone maintain good hygiene, consideration should be given to:

- Using signage and posters to build awareness of good handwashing technique, the need to increase handwashing frequency, avoid touching your face and to cough or sneeze into your arm
- Providing regular reminders and signage to maintain hygiene standards
- Providing hand sanitiser in multiple locations in addition to washrooms
- Enhancing cleaning for busy areas
- Sufficient provision of automated hand sanitising dispensers in public places

Clubhouses, restaurants and bars

Clubhouses

When accessing and leaving facilities, people should wipe down areas of contact, wash their hands thoroughly, use paper towels where possible and avoid touching any surfaces in transit.

Clubs should also regularly clean touch-point areas and surfaces in line with their club COVID-19 risk assessment.

When in enclosed public places people are still required to wear face [masks FAQ: Face coverings here](#)

Ventilation - Ensure, where possible, that windows and doors to the exterior on the opposite side of a building are opened to create airflow, as this is the most effective way of clearing micro-droplet airborne particles created when someone sneezes or shouts.

Changing and Locker Rooms –As from the 10th of August these could re-open providing this can be done safely and following the Welsh Government Guidelines.

Risk assessments must be conducted to ensure these can be re-opened safely.

[Click here](#) for guidance around the re-opening of changing room facilities

Bars and Restaurants

The following will come into force from Friday 4th at 18:00 and will be reviewed on 17th December:

- Hospitality settings, including restaurants, cafés, pubs, and bars can open indoors and outdoors for the consumption of food and non-alcoholic drinks but must close to all members of the public by 18:00.
- Alcoholic drinks **cannot** be served or **consumed** at any time within these **premises** and this will be strictly enforced.
- Takeaway services can still operate as normal, providing food and drinks are sold for consumption **off the premises** and no alcohol is sold after 22:00.
- Premises with a license for off-sales can continue to sell alcohol up until 22:00 as part of the **takeaway offer**.
- Face coverings and physical distancing rules must be followed.

Wales Golf suggests you contact your Local Authority Licencing Officer to ensure that you are acting within the Welsh Government Guidelines and the Golf Clubs existing Licence. Clarification can also be sought with the Local Authority Officer as to the definition of Off-the-premises in relation to your specific club and Licence.

We would urge clubs to get confirmation from their respective Local Authorities in writing before beginning an Alcohol Take-Away service.

Welsh hospitality guidance can be found [here](#)

The following measures should also be in place:

- premises should be providing table service only – people will be unable to stand at the bar to drink
- all food and drink should be consumed at tables
- physical distancing measures will be applied, such as tables being spaced out
- limit to groups of up to 4 people (not including any children aged under 11) unless they are from a single household. You may meet with people outside your household, as long as you maintain physical distancing from them and the size of the group does not exceed 4 people
- face coverings must be worn other than when seated to eat or drink
- you will be asked to give contact details for purposes of tracing people in the event of an outbreak being linked to the venue, and
- there will be no live music and TV broadcasts will be kept at low volume
- any restaurant which is licensed to sell alcoholic drinks will be required to stop selling alcohol at 10pm and close by 10.20pm. Alcohol cannot be sold between 10pm and 6am.

The Welsh Government are also in discussions with the sector about other measures that may need to be put in place.

Further details and full FAQ's for hospitality can be found [here](#)

Further industry guidance [here](#)

NHS Test, Trace, Protect app

You may wish to use the NHS Test, Trace, Protect app and ask customers to scan your club barcode before entering the venue. Further information for businesses on creating your barcode and about the app can be found [here](#).

[Click here](#) for the Welsh Government Tourism and Hospitality business checklist

[Click here](#) for UK Hospitality Cymru. Additional industry guidance, approved by the Welsh Government

[Here](#) are some useful safety poster resources provided by the Welsh Government which could be displayed at your facility, along with our golfer info-graphic which can be accessed by [clicking here](#)

Toilet and Washroom facilities

The club must ensure toilets are regularly **cleaned** (within the governments **cleaning guidance**) and **well managed** to minimise the risk of the transmission of the virus.

- A full risk assessment should be carried out setting clear use and cleaning guidance for toilets to ensure they are kept clean and social distancing is achieved as much as possible.
- Toilet capacity should be managed via entry and exit and to allow for the 2m physical distancing to be maintained. Consider a one in one out system and 2-metre queueing point outside the building.
- More frequent rubbish collection
- Replacing hand dryers with paper towels in handwashing facilities

Clubs can also contact their **local Environment Health and Safety Authority** for additional advice and guidance regarding **opening toilet facilities**. It is also recommended that clubs **check** everything with **their insurance companies**.

Coaching

Coaching is permissible under strict infection control measures, observing 2-metre physical distancing. PGA professionals should complete a comprehensive risk assessment and refer to the coaching guidelines on the PGA COVID-19 resource hub <https://www.pga.info/covid-19-resource-hub/>

Group coaching sessions and Wales Golf schemes such as **New2Golf can restart under organised activities (guidelines above)** whilst following the Welsh Government ([here](#)), Industry and Wales Golf guidelines. See above for number restrictions.

If your club is interested in starting a New2Golf scheme, please contact your Wales Golf development officer, who can talk you through the new scheme requirements.

Retail

Professional Shops in Wales can re-open for retail purposes. Please ensure all shops are adhering to the social distancing and Welsh Government Guidelines.

Club Fitting

Club fitting can commence. However, when considering whether to custom fit golf clubs at your facility, the following points need to be followed:

- Carry out a comprehensive risk assessment considering current Welsh Government advice.
- **Social distancing** must be adhered to.
- Consideration needs to be given to the strict hygiene measures relating to the sharing of equipment.

Driving ranges

Driving ranges can re-open as long as social distancing, hygiene measures and government guidance is maintained. Facilities **must** conduct a full risk assessment.

Further Clarification

We will be sure to update you as further clarification comes available. In the meantime, our advice remains unchanged: where there is any room for doubt the safest option should be pursued.

[Click here](#) for the latest Welsh Government Guidelines.

[Click here](#) to view the Welsh Government 'Keep Wales Safe in Retail' guidelines.

[Click here](#) for further considerations for re-opening Driving Ranges.

Golf Industry Protocol

UK Golf Industry (led by the R&A) has carefully considered how to ensure the safe management of a golf facility when government COVID-19 restrictions are eased. These detailed industry guidelines have been issued for the benefit of all staff, including greenkeepers, club professionals and golf facility managers, administrators, and, of course, all golfers (see <https://www.pga.info/covid-19-resource-hub/>).

Golfers will be required to comply with the rules on social distancing throughout. Some temporary provisions in relation to the Rules of Golf will also be necessary to ensure safe play (see below).

While each club/facility will need to adapt its procedures to ensure compliance with government restrictions, the following aspects of the golfer experience, divided into the five following categories, will need to be considered:

- **Course Set-Up**
- **Before the Round**
- **During the Round**
- **After the Round**
- **Rules of Golf Related Matters**

Course Set-Up

For up to date guidance on essential maintenance, please refer to the most current version of the "Essential Maintenance Statement for Golf Courses during COVID-19 Outbreak". Visit www.walesgolf.org

On-Course Items

- All rakes and ball-retrievers to be removed
- Ball washers and drinking fountains to be covered up
- Benches and bins to be removed, covered, or sign-posted in such a way that players don't touch them. Or conduct a risk assessment for their safe use.
- All other removable items to be removed, except that stakes defining areas of the course, can be treated as immovable obstructions.

Hole and Flagstick

- Flagsticks can be retained, but it is strongly recommended that a sign is put on the flagstick, stating that it is not to be touched.
- A method of inserting the hole liner to be used means that all of the ball does not fall below the surface of the putting green and can be easily retrieved by handling the ball only.

Practice Areas

- Practice areas, including practice nets, to be closed unless safe sanitising practices can be guaranteed.

Before the Round

Bookings

- Clubs/facilities to organise a system of booking and allocation of tee times that ensures the safety of staff and golfers.
- The maximum number of golfers in a group per tee time to be confirmed by the club/facility and must be in accordance with any government requirements.
- There should be a minimum of 10-minute intervals between tee times. If considering smaller intervals (no less than 8 minutes), a risk assessment should be conducted to identify if it is safe and that no hold ups are likely to occur on the course.

Arrival and Waiting to Play

- Limited essential access (for example, to use the toilets where applicable) may be allowed by the club/facility.
- Clubs/facilities to communicate in advance with golfers to advise on social distancing requirements that are being applied on arrival at the club/facility, for example, not leaving cars until a certain time before their tee time.
- Clubs/facilities to have procedures in place to ensure social distancing requirements in the area of the professional's shop or starter's building in advance of golfers teeing off.
- No trolleys, carts, or other items to be available for hire unless safe sanitising practices can be guaranteed.
- Clubs/facilities to have procedures in place for the practice putting green, for example giving priority of use to the player(s) in the next group due to tee off.

During the Round

Guidance and reminders should be provided by clubs/facilities to golfers is to ensure that they keep at least 2 metres apart during the round.

Teeing Areas

- Remind golfers to keep 2 metres apart at teeing areas due to the normal close proximity of golfers to one another when tee shots are being played.

General

- Remind golfers to stay more than 2 metres apart when walking to the ball, searching for a ball, and playing shots.
- Remind golfers not to touch stray balls.

Bunkers

- With no rakes allowed on the course, remind golfers to make their very best efforts to smooth the sand using their club and/or their feet.

Putting Green

- Remind golfers to keep 2 metres apart on the putting greens and not to touch the flagstick.

After the Round

- Remind golfers that social distancing is as important after a round as it is during the round, so when the round is over, they must either leave the course and the club/facility immediately or if food and drink is being served (within the Government Guidelines) it is recommended to limit the time to ensure social distancing and other Government regulations can be met.

Rules of Golf Related Matters

Until further notice, the following provisions are considered acceptable on a temporary basis:

Bunkers

- If golfers take due care when smoothing bunkers, there should be no need to provide a Local Rule for bunkers. But if the Committee feels that the enjoyment of the game is being significantly affected by there being no rakes, it may introduce preferred lies in bunkers and provide that a player may place a ball in the bunker within one club-length of the original spot and not nearer to the hole than that spot (or within 6 inches if submitting for competition or handicapping purposes).

Flagstick

- Golfers are required to leave the flagstick in the hole at all times and not to touch it. It is a matter for the Committee to decide whether it establishes this policy by way of a Code of Conduct or Local Rule, and whether it provides a penalty under the Code of Conduct or for a breach of the Local Rule.
- As a temporary provision, flagsticks can be used for the purpose of player safety which do not meet the specifications in Part 8 of the Equipment Rules.

Hole and Holed

- The hole liner (sometimes referred to as the hole 'cup') is to be set in a way that means that all of the ball cannot be below the surface of the putting green, so the ball is considered holed if any part of it is below the surface of the putting green.
- To minimise the need to lift the ball from the hole, it is recommended that the Committee provides that a ball is holed with the next stroke if it is within 12 inches of the hole (which is just over the length of a standard putter grip) for casual play only. This does not prevent a player in match play conceding a stroke that is outside this length.
- The Committee may decide to have the hole liner sitting above the surface of the green and treat a ball as holed if it strikes the liner.

Competition

Wales Golf guidance regarding club competition is available by [clicking here](#).

Courses

Safe Course Routine Maintenance Practices - Routine maintenance practices can take place, providing safe working practices are in place that are in line with Government safe working guidelines, and all golf facilities implement stringent measures to ensure staff members are not at risk. The number of greenkeeping staff and the amount of time they spend at work should be tailored to fit with safe working practices.

These include but are not limited to:

- Focus on hygiene and social distancing
- Ensure staff members work separately
- Allocate individual machinery to one worker only
- If multiple staff are on-site, then stagger working hours and break times
- Limit or prohibit the use of communal areas
- Regularly disinfect any surface that is contacted, e.g. door handles, fuel pumps, communal machinery
- Ensure there is a robust lone working policy
- Ensure that golfers and greenkeepers are kept separate from each other and observe social distancing

For current maintenance, guidance [click here](#).

The industry operational guidelines can also be found by [clicking here](#)

Our golfer info-graphic accessed by [clicking here, and is also displayed below](#).



WALES GOLF
EVERYONE'S GAME. ANYWHERE

BACK2GOLF

GOLFERS STAY SAFE GUIDANCE

2 METRE SOCIAL DISTANCING AT ALL TIMES!
SANITISE YOUR HANDS AND GOLF BALL BEFORE, DURING AND AFTER YOUR ROUND

1 BEFORE YOUR ROUND

- Book your round of golf online if possible
- If you are ill or have symptoms, stay at home
- Use the toilet facilities before you leave home
- Sanitise equipment before and after play
- Bring your own hand sanitiser hydration/ food to the course
- Arrive at the facility 15 minutes before tee time and change shoes etc. in the car park
- Do not arrive at the first tee more than 5 minutes before your allotted tee time
- No roll ups or groups to congregate around the club or tee area

2 DURING YOUR ROUND

- 1 player on the tee box
- Smooth the sand with your club or foot
- Keep 2 metres social distancing at all times across the course
- Do not touch the flagstick
- Do not exchange equipment with other e.g. borrowing tees or balls

3 AFTER YOUR ROUND

- Do not shake hands
- Leave the venue as soon as your game is complete

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USE ALONG WITH CURRENT CLUB, GOVERNMENT AND INDUSTRY ADVICE. WWW.WALESGOLF.ORG/COVID-19/

Want to know more about Wales Golf? Log on to the website and click on www.walesgolf.org/findoutmore