

To All Members

Dunscar Conservative Club,

Hardmans Lane, Bolton

Tel: 01204 303661

Website: <https://dunscarconservativeclub.com>

Dear Member

We trust this letter finds you safe and well. You will doubtless be aware of the government's recent announcement that pubs and clubs can re-open on 4<sup>th</sup> July, subject of course to safety measures being in place to limit the potential for Covid-19 transmission.

Your committee has been working for quite some time to plan for a successful re-opening of the club; we now have the formal guidance from government on the required steps we need to take for a safe re-opening. You will not be surprised to hear that the advice is complicated; consequently the club will look slightly different inside from what you are accustomed to. We have tried wherever possible to keep changes to a minimum; it is still the friendly welcoming place that members are accustomed to.

Sadly, the current guidance prevents us from allowing indoor games such as snooker, pool, darts, dominoes and cards at this time. No live entertainment or TV football is possible at this time. We are hopeful that these restrictions will be lifted as soon as possible. Given our status as a private members club, it is not felt appropriate at this time to operate a table reservation service.

The key changes to the way the club will operate are set out below for your information. In addition, we have had to put in place some additional rules both for your safety and that of other members. These rules are on the attached sheet, together with a drawing showing the direction of required movement within the club. **The safety of all employees and club users is our paramount consideration; please therefore help us to ensure that the club is as safe as it practicably can be – it is in our collective interests to do so. Please keep movement to a minimum to avoid congestion.**

We have tried to consider all relevant issues for your safety, but it is inevitable that some procedures and processes will need to be modified in the light of experience. We will of course keep you notified of any such changes as they occur.

### Key Changes

- Entrance to the club will be through the foyer door as before the pandemic
- Hand sanitiser stations will be positioned throughout the club at key points – please use these after passing through doors or contact with surfaces
- Exit from the club will now be through the door in the concert room – see attached plan drawing
- Toilets are required to be used on a 'one in and one out basis' – the disabled toilet will also be in use – please note that electric hand dryers will not be in use. Paper towels and waste bins should be used after hand washing
- We have adopted 2 metre distancing for your safety and convenience. Consequently, the capacity in the games/Winston room is reduced, but still adequate for member needs.

Please note that the bench seats next to the bar area are not to be used at any time. We do not require the wearing of masks or gloves at this time. Employees and members are however free to use them should they so wish

- We are legally required to keep a register for the purposes of track and trace. When you visit the club, you will need to complete the register with name address, mobile number and email contact details prior to being served. The registration forms will be on tables along with pens and staff will collect them once completed. The registration forms are required to be held for 21 days. We will keep member details in accordance with our Data Protection protocols
- You can meet in groups of up to two households (your support bubble counts as one household) inside the club. You do not always have to meet with the same household - you can meet with different households at different times. Social distancing must be observed
- The club will operate on the basis of **'table service'** only. On entry to the club, please find a vacant table and sit down. You can then place your drinks order by texting the bar using 07726577246 and quoting your table number. Your drinks will then be brought to the table, and we request contactless payment if at all possible. Please do not return empty glasses to the bar – these will be collected by staff who will also clean the table when you vacate it
- Please follow the instructions and signage indicating the one-way system we have adopted. This is designed to reduce congestion and the potential for contact.
- Given that our internal capacity will be reduced, your committee has resolved that a member may only have a maximum of one guest signed in at any time. We are however conscious that the club is a popular environment for families. Accordingly, a member may still bring in a partner and children of the household in line with the rules of the club
- It is difficult to estimate how busy the club will be, but there may be occasions when all indoor seating is occupied. If this should happen, a notice will be displayed on the foyer entrance door stating that **' the club has reached its maximum occupancy'**
- The club of course has a large outside area which has seating adjacent to the Bowling Green and to the rear of the club building. If we are fortunate enough to have a great British summer, then members are encouraged to use the outdoor space and seating. Drinks can be still be ordered by the text service. When you are outside you can continue to meet in groups of up to six people from different households, following social distancing guidelines
- Opening times:
  - Monday 5-10pm
  - Tuesday 5-10pm
  - Wednesday 5-11pm
  - Thursday 5-11pm
  - Friday 4-11pm
  - Saturday 12-11pm
  - Sunday 12-10pm

Please take the time to read the attached rules and also study the directional plan for your future reference. We look forward to a successful re-opening and seeing you at the club once again.