



## New BFA guidelines with effect from Thursday 24<sup>th</sup> September

- From Thursday 24 September, all pubs, bars, restaurants, cafes and other hospitality venues in England must close by 22:00 BST. The new BFA opening hours will be as below:

<i>Day</i>	<i>Opening Hours</i>	<i>Last Orders</i>
Wednesday	7pm-10pm	9.30pm
Friday	7pm-10pm	9.30pm
Saturday	6pm-10pm	9.30pm
Sunday	1pm-9pm	8.30pm

- On arrival please sign in and add your arrival time. If possible, please also add departure time when you leave. We are legally required to take members' contact details so they can be traced if there is an outbreak. The BFA can be fined up to £10,000 if we do not enforce social distancing, or do not take customers' contact details. The official NHS QR code poster will be on display so that members can 'check in' using the NHS track & trace app in addition to signing in as usual should you wish to.
- Everyone must now wear masks when not seated at their table. The penalty for not wearing one or breaking the "rule of six" has doubled to £200 for a first offence.
- In order to reduce the workload for bar staff we will no longer accept payment by cash. If you want to preload your BFA card with money you can do so either:

➤ Preferably by Bank transfer  
Account No: 80337838 Sort Code : 20-06-72  
Account Name : Baldwyns Freeholder's Association & Club

(Please do this a minimum of 24 hours before you want to use it and add your name as reference)

➤ Asking the bar staff to add money (minimum £20) by cash or debit card to your BFA card

- Procedures for ordering drinks/snacks :

➤ Once seated please make a note of your table number

➤ Using your mobile phone text/WhatsApp the BFA phone (Number tbc) with your order and table number

➤ The bar staff will bring your order to your table for payment by credit/debit card or money preloaded on your BFA membership card

- Tables & chairs have been arranged to conform with social distancing including the "rule of six" and must not be moved.
- You should not table hop!
- When smoking/vaping please do so seated at the outside tables and not at the entrance/stairs
- The BFA will keep a record of all staff working on their premises and shift times on a given day and their contact details. We will keep these, along with member sign in sheets, for 21 days and provide data to NHS Test and Trace if requested. We will adhere to General Data Protection Regulations and have displayed the Privacy Notice on the website and club noticeboard.

**Thank you all for your continued support during these difficult times.**

**The Management Committee**