



## **2020 First Tee Greater Chicago Safety Guidelines**

**Overview:** First Tee Greater Chicago (FTGC) will be adhering to the following programming plans to effectively meet the health and safety needs of its families at their respective program sites. The plan below outlines programming policies and recommendations for all locations based upon the assumption that any youth programming will be limited to 10 or fewer individuals within a group setting (per city of Chicago and State of Illinois Phase 3 guidelines.) All programs will be facilitated by trained FTGC staff and volunteers, and correspond with current city, state and [CDC guidelines](#) for youth sports as well as the [Back2Golf Operations Playbook](#) and [Junior Golf Programming Addendum](#). Additional outlines are provided for specific locations pertaining to their individual layouts. Being that golf is a non-contact sport that inherently lends itself to social distancing, FTGC staff is extremely confident that it can successfully lead programming in accordance to the policies and guidelines outlined below.

All FTGC staff, volunteers and coaches will be trained on the following protocols and procedures. All FTGC families and participants will be informed of the following protocols and procedures and required to sign a waiver indicating their understanding of the risk.

### **Cleaning and Disinfecting Policies**

- Hand sanitizer with a minimum of 60% alcohol should be available at each program station or individual participants should carry their own
- Program supplies/training aids (e.g. cones, hula hoops, noodles, etc.) should be cleaned and disinfected per [CDC guidelines](#) after each class and before being stored
- Clean and disinfect frequently used surfaces. Note: Frequently used surfaces will be minimal as programming will take place outdoors and with forethought given to avoid incorporating any hard surfaces whenever possible (i.e. tables/chairs/bleachers)
- Each site will have the following supplies on hand to assist with sanitation procedures: latex gloves, masks, hand sanitizer, disinfectant wipes/spray, thermometers.

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### **Class Size & Schedule Recommendations**

- Maintain the minimum expected 1:6 coach to participant ratio.
- Coaches/volunteers/participants [who are vulnerable](#) will be encouraged to stay home.
- Virtual learning options and/or take-home materials will be offered for vulnerable participants or participants who are unable to attend due to illness or comfort level.
- Designated "Safety captain" will be responsible for responding to COVID-19 concerns. All coaches, staff, officials, and families will know who this person is and how to contact them.

## Preparation to Recognize Symptoms and Illness

- Per CDC guidelines, all staff/coaches/volunteers will be trained on [how to recognize signs & symptoms](#) of COVID-19.
- Coaches/volunteers/participants who are ill, and coaches/volunteers/participants who live with a person who has contracted or showing symptoms of COVID-19 are required to stay home.
- If someone is identified as sick onsite:
  - Immediately separate from the rest of the group, contact parent/guardian (if symptoms are deemed to be severe, an ambulance will be called.) Areas used by sick person will be closed off and equipment will be cleaned/disinfected.
  - Parents/guardians, coaches, volunteers, and staff who have had close contact with the patient will be notified in accordance with privacy laws.
- Return-to-play policy after sickness or self-isolation will follow CDC guidelines for [discontinuing home isolation and quarantine](#). Doctors note will be required for anyone who has tested positive for COVID-19.

## Participant Check-In/Drop Off and Check-Out/Pick Up

- Participants will pre-register for all programs online, no on-site registration or payment will be accepted.
- Facial coverings required for all staff/coaches/volunteers/participants.
- Utilize a school style drop-off and pick-up where parents stay in cars and a coach/volunteer checks the kids in and out (i.e. car line.)
  - Alternatively, in locations where school style drop-off is not possible parents may walk participants up to check-in area maintaining social distance from other families (drop off areas will be clearly marked to allow for social distance.)
- Barriers/signs will be set-up to encourage social distancing.
- Designated coach/volunteer will check-in/check-out participants, no sharing of pens/pencils.
- Hand sanitizer will be available at check-in area, and an allotment of spare, unused facial coverings in case they are needed.
- Participants/Parents will be advised to respect 6' distance indicated by tape/cones/markers on the ground if waiting to check-in.
- Additional program supplies (e.g. yardage books, car talk sheets, etc.) will be distributed digitally.
- After check-in and before check-out, participants will be instructed to wait in warm-up or designated area set up with cones/markers for individuals to stay 6' apart.
  - Example: circle of cones 6' apart, one for each participant – can be doing warm-up activities/stretching while waiting for the rest of the group.
- Participants keep clubs with them or have designated club area clearly marked, keeping bags 6' apart.

## Coach and Participant Interaction

- Coaches will not tee up the golf ball for participants.

- Coaches and participants will be advised to use tips of the hat or waves to replace handshakes.
- If giving instruction on the golf swing, coaches must maintain appropriate social distance.
- Coaches will model good behavior, giving verbal cues and avoid touching the participant or their equipment,

## **Parent Observation**

- Parents, if staying on-site, will be instructed to remain in their cars during programming.

## **Bathrooms**

- Ensure hands are washed with water and soap or cleaned with hand sanitizer before returning to play.
- Only one person at a time will be instructed to use the restroom if social distancing cannot be maintained.

## **Equipment**

- Clubs provided by FTGC are restricted to the designated participant while adhering to cleaning and disinfection protocol after each session.
- Parents/Guardians will be asked ahead of time to notify staff if their child will need to borrow equipment so that staff can plan accordingly.

## **Activity Stations**

- Utilize outdoor space as much as possible.
- Hitting areas and safety zones will be spaced at least 6' apart for each station.
- Stagger clean up/ball retrieval to half the group at a time, providing gloves and requiring them to only retrieve their own color-coded balls.
  - Alternative: have designated coach pick up all golf balls and replenish the hitting areas with new ones, or assign each student a color of golf ball that only they can touch and use.
- Participants will be discouraged from picking up loose tees on the ground and provided with a ziplock bag for each player to keep their own tees.
- If cups are cut into the practice green, designate a “gimmie” circle painted around the cups (2 feet) to allow golfers to pick up versus put their hand in the cup to retrieve their ball. Alternatively, foam can be stuffed in each hole.

## **Food and Water**

- Participants will be required to bring their own water bottles. Public water fountains will not be used. A small inventory of plastic water bottles will be provided on site.
- Any snacks are to be kept in personal coolers/lunchboxes or in their golf bag. Only parents and participants should contact their food and water.

## **Site Specific Considerations/Outlines**

## **Marquette G.C.**

Given the lakefront closures, considerations have been acknowledged that Marquette G.C. could see a significant increase in the use of its practice area. While we would typically be confident in our ability to successfully accommodate and socially distance 4-5 separate groups of 10 individuals between the practice area and golf course, the anticipated increase in public foot traffic would limit our programming scope, but not eliminate the possibility altogether. A maximum group would consist of up to 8 youth and 2 coaches. Groups would be situated at a specific station, and simultaneously rotate every 30 minutes. Programming would adhere to the policies and guidelines listed previously. Programs, depending on space and capacity would be Mon.-Thurs. from 10am-12pm for open-enrollment families. Fridays would be reserved 10am-2pm for specific outreach groups. Prior to restarting programs, a 3-week period of time would be afforded to assess the current rate of public attendance at Marquette and decide whether it is a viable location for programming. The caveat being, if the lakefront were to be reopened during this period, we anticipate much more space for junior programming being made available at Marquette GC.

### **Station 1: Practice Green**

### **Station 2: Pitching Station**

### **Station 3: Driving Range**

### **Station 4: Chipping Green**

### **Drop-off/Pick-up**

Drop-off will take place along the park's interior road, east of Kedzie Ave. near the basketball courts. Participants will be checked in one at a time within their vehicle, and then permitted to join their specific group in order to ensure proper social distancing. Pick-up will be similar, in that participants will be lined up in their groups and dismissed one by one. Staff will also have two-way radios to communicate if needed while maintaining social distancing.

## **Robert A. Black G.C.**

Classes at RAB will consist of back to back one-hour sessions (e.g., 9am-10am & 11am-12pm). Each group will consist of no more than 10 individuals, 8 participants and 2 coaches, Mon.-Thurs., and Saturdays. Classes will rotate between two primary stations, the practice green and the pitching green directly west of the practice green. Participants will spend approximately 25 minutes at each station and rotate. All programs would follow the policies and guidelines listed previously. At the pitching station, participants will hit foam golf balls off of mats in a make-shift driving range format. Class series will be weekly and recycle anew every week until the end of August, with the exception of Saturday morning classes lasting for 8 consecutive weeks.

### **Station 1: Practice Green**

### **Station 2: Pitching Area**

### **Drop-off/Pick-up**

Staging area will be along the sidewalk on the east side of the pro shop. Parents will be asked to drop-off and pick-up via a car line that allows for safety and efficiency. Staff will also have two-way radios to communicate if needed while maintaining social distancing.

## **Harborside GC**

Classes at Harborside will consist of no more than 10 individuals, 8 participants and 2 coaches for each class on **Wednesdays** 9:30-10:45am & 11:00am-12:15pm June 17<sup>th</sup> – August 5<sup>th</sup> and **Saturdays** 9:00-10:15am & 10:30-11:45am. June 20<sup>th</sup> – August 1<sup>st</sup>. Classes will rotate between two primary stations, the practice chipping area and hitting stations adjacent to the Academy building south of the driving range building

Participants will spend approximately 25 minutes at each station and rotate. All programs would follow the policies and guidelines listed previously. Class series will be weekly until August 8<sup>th</sup>.

### **Station 1: Chipping/Putting adjacent to Academy Building**

### **Station 2: Hitting Station – Behind Academy Building**

### **Drop-off/Pick-up**

Parents will be asked to drop-off and pick-up via a car line that allows for safety and efficiency at the east entrance into the First Tee community room while maintaining social distancing.

## **Glenwoodie GC**

Classes at Glenwoodie will consist of back to back 7-9 year old morning classes (9a-10:15am, 10:30-11:45am), as well as back to back 10 & up afternoon classes (Noon - 1:15pm, 1:30-2:45pm). Classes will consist of no more than 10 individuals (8 participants, 2 coaches). All aforementioned safety policies will be adhered to while programming is in process. Participants will rotate between 2 primary stations, the first being an isolated private range on the backside of the public driving range, and the second being the practice green. If your participant needs to borrow equipment, we ask that you make us aware of this ahead of time.

### **Station 1: Private Range on Far End of the Driving Range**

### **Station 2: Practice Green - Directly behind the main clubhouse**

### **Drop-off/Pick-up**

Parents will be asked to drop-off and pick-up via a car line in front of the ball shed on the far left side of the driving range. Parents are asked to remain in their vehicles as their participant(s) exit the vehicle. Designated equipment areas, socially distanced, will be made clear to the participants.

\*Clubhouse access will not be available to participants, except for bathroom use. We request that all participants go to the restroom prior to the start of class.

## **Fountain Hills GC**

Classes at Fountain Hills will consist of no more than 10 individuals, 8 participants and 2 coaches for each class on **Tuesdays** 9:30-10:45am & 11-12:15pm June 16th - July 21st and **Thursdays** 9:30-10:45am & 11-12:15pm June 18th - July 23rd Classes will rotate between two primary stations, the

practice putting green north of the parking lot/entrance and hitting station behind the pro-shop. First Tee Greater Chicago will have access to five hitting mats during class time.

Participants will spend approximately 25 minutes at each station and rotate. All programs would follow the policies and guidelines listed previously. Class series will be weekly until July 23rd.

**Station 1: Putting green – North of parking lot/entrance**

**Station 2: Hitting Station – Behind pro-shop building**

**Drop-off/Pick-up**

Parents will be asked to drop-off and pick-up via a car line that allows for safety and efficiency at the rear parking lot, east of the entrance next to the driving range.

**Cog Hill CC**

Classes at Cog Hill will consist of 4 concurrent classes on Mondays and Wednesdays. Classes will consist of no more than 10 individuals (8 participants, 2 coaches). All aforementioned safety policies will be adhered to while programming is in process. Participants will rotate between 2 primary stations, the first being the driving range, and the second being the practice green. We ask that all participants bring their own equipment. If they should need to borrow equipment, please notify us of this ahead of time.

**Station 1: Driving Range**

**Station 2: Practice Green**

**Drop-off/Pick-up**

Parents will be asked to drop-off and pick-up via a car line in front of the fence leading to the driving range. Signage will be posted to make it clearly visible. Parents are asked to remain in their vehicles as their participant(s) exit the vehicle. Designated equipment areas, socially distanced, will be made clear to the participants.

\*Clubhouse access will not be available to participants, except for bathroom use. We request that all participants go to the restroom prior to the start of class.

**White Pines GC**

Classes at White Pines will consist of back to back morning classes, 9a-10:15am (7-9yrs) and 10:30-11:45am (10&up) Mondays and Wednesdays. Classes will consist of no more than 10 individuals (8 participants, 2 coaches). All aforementioned safety policies will be adhered to while programming is in process. Participants will rotate between 2 primary stations, the first being an isolated private range on the far left side of the public driving range, and the second being the practice green. If your participant needs to borrow equipment, we ask that you make us aware of this ahead of time.

**Station 1: Private Range on far left end of the Driving Range**

**Station 2: Practice Green**

**Drop-off/Pick-up**

Parents will be asked to drop-off and pick-up via a car line in the top left corner of the parking lot as you enter. Signage will be provided to highlight the area. Parents are asked to remain in their vehicles as their participant(s) exit the vehicle. Designated equipment areas, socially distanced, will be made clear to the participants.

\*Clubhouse access will not be available to participants, except for bathroom use. We request that all participants go to the restroom prior to the start of class.

### **Jackson Park Driving Range and Diversey Driving Range**

- Both would adhere to the policies and guidelines listed above
- Pick-up/Drop-off would take place in the parking lot in front of each location's welcome sign, off to the side to avoid interaction with the general public
- Range balls would be collected and distributed into individual hitting trays by coaches before class. Coaches will not touch the golf balls, but pour them into the trays
- Hitting stalls will be separate from the general public in coordination with the golf course attendants
- Signage will be provided to make the public aware that junior programming is in session, and that the utilized area is temporarily closed
- Benches/rails/fence posts will be sanitized before each class, and monitored by staff during class