



## Programming Protocols

**First Tee - Aiken Friends and Family,**

**COVID-19 has presented the world with a unique set of circumstance. We are very excited to return to in-person programming, including summer camps, summer classes, and structured play and practice time. With that said, we are taking a cautious approach as we resume in-person programs to ensure the health and safety of our staff, coaches, volunteers, participants, and their families.**

**Below you will find a comprehensive list of summer program protocols as they relate to COVID-19. We will take every precaution possible to help prevent and slow the spread.**

**To provide a brief explanation, our policies and procedures can be summarized by the follow precautions:**

- **Staff will eliminate or deep clean common touch points**
- **Social distancing will be strictly enforced**
- **Soap, hand sanitizer, and disinfecting wipes will be readily available**
- **Masks will be required when social distancing may be difficult. This will include inside our classroom, in Houndslake Country Club, and on golf carts.**
- **Staff will always wear a mask**
- **Disposable masks are available at First Tee - Aiken but participants, coaches, and staff are encouraged to bring their own for proper fit and comfort.**
- **Programs will remain outdoor only**
- **Program capacity has been reduced to help monitor social distancing**
- **Staff, Coaches, Volunteers, and Participants will have their temperature taken upon arrival for their scheduled shifts. We will also administer a brief verbal health screening.**

**If you have questions or concerns regarding our policies, please contact our staff.**

**We encourage you to continue to listen to guidance from the CDC, and local and state government agencies.**

<https://www.cdc.gov/>

<https://www.scdhec.gov/infectious-diseases/viruses/coronavirus-disease-2019-covid-19>

**Thank you for your efforts,**

**Heidi Hoffman  
Executive Director  
First Tee - Aiken**

## Introduction

For the sake of this document:

- ◆ All First Tee representatives on-site and involved in programming are referred to as “**Coaches**”, whether they are full-time staff, part-time staff, adult volunteers or junior coaches.
- ◆ All player engaged in the learning environment are referred to as “**Players.**”
- ◆ All procedures are based on the most recent guidelines provided by local government, and in this case, for the state of South Carolina. Guidance is subject to change over time, based on the applicable jurisdiction(s).

## Virus Prevention Procedures

Proper Hygiene:

- ◆ Wash hands thoroughly (for a minimum of 20 seconds) and frequently (at least once before and after every class).
- ◆ Hand sanitizer and disinfecting wipes are available in high traffic areas.
- ◆ Disinfect equipment and learning areas (see below).

Face Masks:

- ◆ Coaches and players required to wear face masks **indoors and on golf carts.**
- ◆ Players are encouraged to wear masks at all times.
- ◆ Coaches and players are encouraged to bring their own mask but we can provide (1) mask per participant if necessary. Staff, coaches, and players should keep their mask with them at all times (in pocket or golf bag) and should not share or trade masks.

Indoor Spaces

- ◆ Players and coaches will stay outside as much as possible.
- ◆ Players are allowed inside for bathroom breaks only
- ◆ In the event of inclement weather, programs will be cancelled. Please contact First Tee - Aiken if you would like to check the status of a program.

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### 6 Feet Distance/Social Distancing and No touching:

- ◆ Players and coaches are to remain 6 feet away.
- ◆ No touching will be allowed of players, coaches, and equipment to limit touch points.
- ◆ Coaches should explain and demonstrate coaching activities, and avoid hands-on instruction.
- ◆ This is a great opportunity to showcase sportsmanship through words and gestures: saying "Good Job," giving "air high 5s!"
- ◆ Only exceptions to emergency situations will be allowed.

### Health Screening:

- ◆ Staff, Coaches, Volunteers, and Participants will be screened. If a staff person fails the health screening, they will not be able to participate in the camp or class.

#### *Ask if:*

- ◆ *Medication was used to lower temperature*
- ◆ *They have been exposed to anyone with COVID-19*
- ◆ *They are awaiting test results in the last 14 days*
- ◆ *Check temperature (over 100.4 is considered a fever)*

#### *Pass:*

- ◆ *No to all questions above*
- ◆ *Temperature under 100.4*

#### *Fail:*

- ◆ *Yes, to any of the questions above*
- ◆ *Temperature 100.4 or higher*
- ◆ *If they fail, the player or coach will be required to leave*

### Equipment:

#### Clubs:

- ◆ All players should bring their own clubs.
- ◆ If a player does not have their own clubs, a set will be provided.

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### Golf Balls:

- ◆ When reasonable, each player will be given a set of 3 golf balls, labeled for identification, for the duration of the program.
- ◆ These golf balls will be used on the putting greens for that particular player. There will be no exchanging or swapping of the golf balls. Players will keep their golf balls in their bag and will be the only ones able to handle them during programming.

### First Tee Equipment:

- ◆ After each camp, coaches will sanitize all equipment, including cones, alignment rods, hula hoops, noodles, etc. used for the camp.
- ◆ At the end of each day, all sanitized equipment will be sorted and stored for next use.

## **Number of Participants**

### Players:

- ◆ Depending on State of South Carolina and Federal guidelines, at most there will be 12 players participating in a single camp. Some camps may have fewer participants based on age of Players (i.e. Linksters Camp may be smaller for group age and safety).

### Coaches:

- ◆ Depending on State of South Carolina and Federal guidelines, at most there will be 4 coaches participating in a single camp.

### Ratio:

- ◆ For every 6 players there will be 1 coach.
- ◆ Depending on the number of players, the number of coaches can be changed to keep at most a 6 to 1 ratio.

### Parents:

- ◆ Parents must remain outside of the learning environment, and encouraged to not loiter during the camp or class. Parents may watch from a distance but will not be allowed to ride on The First Tee of Aiken golf carts.
- ◆ The goal is to limit the group size.

### **Drop-Off/Pick-Up**

#### Drop-off:

- ◆ Check-in stations will be available outside approximately 15 minutes before the start of camp or class.
- ◆ Staff will be available outside for check-in and to process payment if needed.

#### Pick-up:

- ◆ At time of pick-up, a coach will be present dismissing players as parents arrive.

### **Additional Programming Information**

#### Hitting Stations:

- ◆ Hitting stations will be 8ft apart with a safety zone hula hoop for those that are on-deck.
- ◆ At most there will be 2 players per station, with the goal of each player hitting from their own station.
- ◆ Coaches will go over proper transition between hitting station and safety zone station.

#### Range Balls:

- ◆ Each coach will provide each player with the golf balls they hit.
- ◆ No player will grab or take their own set of range balls from the bucket.
- ◆ Any left-over range balls not hit, will be picked up and taken to the ball washer on the course facilities.

#### Chipping:

- ◆ Each coach will provide each player with the golf balls they hit.
- ◆ No player will grab or take their own set of range balls from the bucket.
- ◆ Balls hit on the green or in the chipping area will be cleared by the coach using a club or other equipment.
- ◆ No player will pick up or clear golf balls from the chipping area.
- ◆ The left-over range balls, will be picked up and taken to the ball washer in cart barn.

#### Putting:

- ◆ Players will use golf balls provided for putting.

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- ◆ Each player will have their own lane, station, or area for putting.
- ◆ Coaches and Players are encouraged not to remove or touch the flagstick.
- ◆ Players will only touch their own golf ball. Coaches can help with retrieval but players shouldn't pick up other golf balls.

### Transitioning:

- ◆ Coaches will direct players in safe 6ft+ distance lines and walk with players to each station.
- ◆

## FAQ's

### When should someone stay home?

- ◆ If someone in your household has had any cold/flu symptoms in the past 72 hours.
- ◆ People who are at a higher risk, as outlined by the CDC.

### What if a staff person does not pass the health screening?

- ◆ Those who do not pass the screening are not permitted to participate, and must return home.

### What if a player does not comply with the guidelines?

- ◆ Revisit the expectations and guidelines, and if the player still does not comply, make immediate contact with a parent or guardian by phone. Report the incident to the Executive Director.

### How do we provide first aid or medical care while maintaining proper distancing?

- ◆ In the event that medical care is required, that is the first priority. While the coach should not hesitate to follow First Aid & CPR procedures, including Check, Call & Care, they should first put on a face mask and disposable gloves.

### What if there's an emergency, and evacuation procedures require us to gather in a smaller space or larger group?

- ◆ In the event of emergency, where evacuation is necessary, the immediate physical safety of individuals and the group is first priority. Coaches should ensure that is taken care of, and then try to ensure COVID-19 prevention procedures are followed as possible.

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Will the clubs provided need to be returned at the end of programming?

- ◆ Yes, the clubs provided will be borrowed to the player for classes, and returned upon conclusion.

What will happen if someone tests positive for COVID-19?

- ◆ If someone who has participated in programming at First Tee - Aiken tests positive for COVID-19, please contact Heidi Hoffman immediately. Our staff will contact our local health agencies and follow their guidance. Those who have interacted in close contact, as defined by the CDC and SCDHEC, with the individual who has tested positive will be notified as soon as possible.