

New security measures at TSSC - Aug 2024

Access to the main clubhouse door

Opening door lock via thumb print code number:

Press thumb to digital dial, numbers flash around the bezel

Enter access code:

1 6 7 7 #

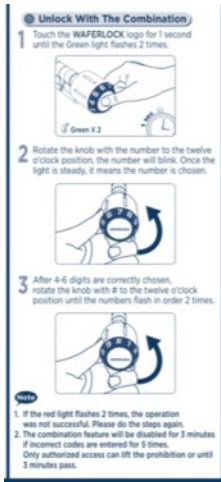
Allow each number to glow solid green at the 12 o'clock position before moving to the next number.

When successful, the bezel will flash green and the door will have unlocked.

See Video [here](#) or paste this link into your browser

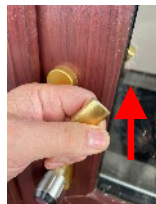
<https://drive.google.com/drive/u/1/my-drive?q=after:2024-08-26%20parent:0AGO4eRCQL2YiUk9PVA>

To lock the door on exit follow this sequence:



Before exiting the door, turn the inner thumbscrew knob clockwise to its stop position. This prepares the lock ready for locking from the outside.

Exit Clubhouse, pull door closed, lift the brass handle up to engage the mortise.



Turn electronic lock anticlockwise to its stop position. Enter door code as described above code 1 6 7 7 #

The bezel will flash green when entered successfully.

DO NOT ATTEMPT TO CHECK IF LOCKED FOR A MINIMUM OF 30 SECONDS, THIS IS A FAILSAFE FEATURE TO AVOID ACCIDENTAL LOCKING OUT...IF YOU TRY TO CHECK BEFORE THE TIME OUT PERIOD, THE LOCK WILL DISENGAGE AND BECOME UNLOCKED.

After a period of 30 seconds, check the lock has engaged, by turning the knob both clockwise and anti clockwise, if locked the knob will spin 360°, then check the brass handle is also locked to ensure the door is now fully secure.

Most failures occur when users do not wait 30 secs!

Key cupboard access:

Use the keypad to open the door lock with code:

C 1 6 7 8

Turn silver lever handle Clockwise to open door

To lock Just close door fully and check.



Annexe changing rooms access:

Use the keypad to open the door lock with code:

C 1 6 7 8

Turn silver lever handle Clockwise to open door

To lock Just close door fully and check.



Access to the Robinson building

The Robinson building main door now has 2 locks, with separate keys, both keys are on the same key ring inside the key cupboard, clearly marked - Robinson building.

See *Image 1* for door lock positions

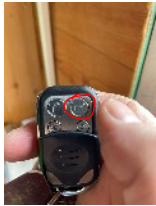
Unlock top and bottom locks to access building.

Also attached to the key ring is the motion detector alarm key fob

The alarm is located on a roof truss **and will sound** as you enter the building see *2*.



3 Silence the alarm by clicking the unlock padlock symbol on the key fob see *3*

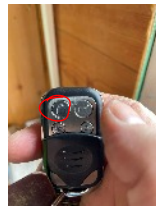


When using the Robinson building, hang the key on the hook at the entrance as a reminder to lock on exiting see *4*



When closing the Robinson building if you are last on site:

5 Reverse the procedure to reset the motion detection alarm by clicking the Lock padlock symbol see *5*



Close outer door and lock both top and bottom locks
Return keys to key cupboard in clubhouse.

Close key cupboard door to lock.

Main gate Padlock combination lock:

Use the combination shown and press button underneath to unlock

When locking, ensure the lock is within the access loop of padlocks.



If last on site:

- Check, Water Heater is off
- Check Fan Heaters are off
- Check all lights are off
- Check windows and patio doors are closed and locked
- Check Robinson building is locked
- Check Fuel store is locked
- Check key cupboard is locked
- Exit clubhouse and ensure main door is completely locked, before leaving site.