

## SATURDAY GROUND CONTROL CHECK LIST

### SETUP:

Meet Head Ground control person by 7am

- Head ground control person will instruct what is required
- Make sure advertising signs are put around field
- Silvers benches are put along sideline
- Open the side toilets ( key is in the canteen)
- Open the gate to the side parking area
- Allocate 2 cones to the Parking Bays next to the side gate to allow easy entry to that area. This will stop people parking in those spots
- Put out bins around the grounds

### Canteen

- Meet canteen assistant at 7.30am
- Canteen assistant will give instructions on the day

### BBQ

- 7.30am pull out BBQ from Club House and collect BBQ utensils and supplies from canteen
- 7.40am start cooking ( please make sure that there is always some cooked food in advance as the BBQ can become very busy during certain times of the day)
- Should you run out of food please ask the canteen for new supplies
- At the completion of the day put away supplies
- Clean BBQ and wash up Utensils upon completion of last game

### Orange jackets

- Make sure there is a referee for all games at least 10 minutes before all games kick off
- Organise a Club appointed referee should a black and white not arrive for a game
- Ensure that all games start on time
- Ensure referee safety
- Ensure that supporters behave in a sportsman like manner
- Remove anybody from behind goal posts
- Change overs small fields to full fields. Please make sure to be aware of times that this must occur and have enough people to help out. This must be done quickly in order for games to continue on time.
- Please make sure all unused equipment is put away in Gear shed or Container, a committee ground control person will assist on the day.

## Close Down / End of the day

- Pull down Nets , corner posts etc. and store in gear shed neatly
- Make sure all match sheets are signed
- Close side toilets
- Pull down advertising signs and put in club house
- Put all silver benches and chairs back in clubhouse
- Clean up grounds. Make sure all rubbish is collected from the ground and from the clubhouse and put in bins.
- Please make sure a person stays with the canteen assistant until they leave for the day
- Lock up Club House