

# GROUND DUTY REQUIREMENTS

To ensure the club is run successfully we require assistance from all parents/players.

Duty time will generally vary;

Saturday morning 1.5-2 hours

Saturday lunch time or afternoon 2-3hours

Sunday 3-4 hours

If you are unsure of what's required please speak with a committee member, the committee duty person can be found easily wearing a Pink vest.

## CANTEEN & BARBECUE

Each team is rostered a few times during the season to help in the canteen & work the barbecue.

Generally, 2 people are required for both (2 x canteen and 2 x BBQ). However, Saturday mornings are generally busy and will require an additional 1 or 2 people.

The last team on Canteen & BBQ duty will be required to Clean the BBQ and BBQ Equipment.

Please note children under the age of 16 are not allowed in the canteen or on the barbeque. (Due to insurance requirements this rule will be enforced).

Parents with small children are quite welcome to have them play in the Club Room, however no bikes or balls will be permitted.

## GROUND CONTROL

The Association requires clubs to appoint a Ground Controller to each field in use in addition to an official in the Ground Control room (this official will be from the Management Committee).

This means at Anzac Oval we require 3 or 4 on a Saturday morning and 2 or 3 Saturday afternoon & Sunday.

This person is responsible for liaising with the official in the Ground Control room should there be any issues such as a Referee not on field, etc. If any issues arise and assistance or guidance is required, please refer to the person on Committee Duty.

Ground Control may also be required to keep spectators behind the Red lines during the day.

Competition Teams (U12 and over) are required to provide 1 volunteer to wear an orange jacket and be the Ground Controller for that field during their game monitoring the behaviour of their team's spectators.

### Additional Saturday Pack Up

On Saturday morning there is a requirement that a team/s will be required to assist with the pack up of the Mini Roo fields. These will be noted on the duty roster and guidance will be provided by a committee member. Generally, 4 helpers would be appreciated as we need to get the Mini Roo fields pack up ready for the Competition games which start immediately after the end of the Mini Roo games.

- Pack away Mini Roo Fields, fields likely to finish at different times. Ensure there is enough volunteers to assist, need to get completed quickly to get the competition games started on time.
- Mini Roo Goals returned to appropriate Cages.
- Pegs returned to green container.
- Field flags to be packed up and put back in green container.

## GROUND SET UP PROCEDURES

### **SATURDAY**

Duty generally starts at 7am or the time noted.

- Place Large Goals to Fields (Check Nets).
- Place Mini Roo Goals on appropriate field and Peg Down. Pegs in Green Container.
- Distribute Corner Flags, includes U8's/U9's & U10's/U11's. Flags in the green container.
- Set out Cones to divide U8's/U9's fields, down the centre of the main field. Cones located in the green container.

- Set out cones for sidelines of U10's/U11's games, 1 metre from the sideline. Cones located in the green container.
- Distribute Bins around the field and clubhouse, include 1 on each half-way. Bins held in cage in carpark, cage opened with a G1 Key in Ground Control.
- Place Numbered field Flags to relevant Field. Flags contained within the Green Container.
- Open BBQ, turn on Fridge.
- Sort Bread and cut Bread Rolls.

Duty will generally finish before the first game at 8am.

The more helpers the quicker it's completed.

If there are any queries or assistance required please seek advice from the committee person on duty, they are there to assist and direct you as to what is required.

## **SUNDAY**

Duty generally starts at 7.15am or the time noted. This will depend on start times of first games.

- Place Large Goals to Fields (Check Nets).
- Distribute Corner Flags. Flags in green container.
- Distribute Bins around the field and clubhouse, includes 1 on each half-way. Bins held in cage in carpark, opened with a G1 Key in Ground Control.
- Place Numbered field Flags to appropriate Fields. Flags contained within the Green Container.
- Open BBQ, turn on Fridge.
- Sort Bread and cut Bread Rolls.

The more helpers the quicker it's completed.

If there are any queries or assistance required please seek advice from the committee person on duty, they are there to assist and direct you as to what is required.

## **GROUND PACK UP PROCEDURES**

### **SATURDAY**

Put large goals away, 1 large goal per cage. All goals to be place upside down. Return Caps to sleeves in ground.

- Put Corner Flags back in green Container.
- Bring in all bins. Bins to be stored in large cage near clubhouse.
- Check all rubbish has been picked up around the fields, particularly around the benches.
- Ensure BBQ Clean ready for the next day. Ensure BBQ locked up. Ensure Fridge and Gas Doors Locked.
- Canteen Rubbish in bins, includes any boxes.

### **SUNDAY**

- Put large goals away, 1 large goal per cage. All goals to be place upside down. Return Caps to sleeves in ground.
- Put Corner Flags in Green Container.
- Bring in all bins. Bins to be taken up to Carpark.
- Check all rubbish has been picked up, particularly around the benches.
- Ensure BBQ Clean ready for next weekend. Ensure BBQ locked up. Ensure Fridge and Gas Doors Locked.
- Canteen Rubbish in bins, includes any boxes.