

Field Setup Duties for Peter Lightfoot Oval

Managers of rostered teams are to ensure the set up and lock up of equipment is undertaken in accordance with the following guidelines.

Fields are to be set up in full no later than 7:30 am. First kick off is at 8am. 4 teams will be rostered which should allow for quick set up of 30-60mins.

Field Preparation and Set Up – commence setup at 6:30am

1. Access Keypad located on wall between canteen and store room.
2. Unlock emergency gate near club house; unlock storage rooms at bottom of clubhouse, unlock toilet doors.
3. Unlock Referee's shed (i.e. old canteen). Open roller door and gates.
4. Walk over fields and check for litter, especially broken glass, rocks or sticks and place in bin.
5. Check toilets are clean and enough toilet paper supplied. Sweep out toilets, if required.
6. Set up portable goal posts on field 2A, 2B & 3 and place witches hats or cones on all corners. Goal nets must be pegged down using large pegs across back braces
7. Unlock goal posts and move to fields 1 and 2. Goal posts must be rolled in place, and nets clipped firmly in place.
8. Put corner posts in on both fields 1 & 2.
9. Erect portable shade structures at the interchange areas to fields 1 & 2. (corners must be pegged into ground to prevent structures blowing over); 2 x large structures over 2 x grandstand; and 1 large structure between Field 2 and 3 (Must be returned to back shed near kick wall)
10. Check there is ice in freezer in club room or canteen.
11. Place witches hats across emergency vehicle access gateway.
12. Parents to sign Participation Sheet.

Field Dismantle

1. Check Draw for time of last game for the day for responsibility.
2. Neatly place junior goal posts back into shed near kick wall after last junior games to allow games to continue on full size field
3. Pull down nets, corner posts, and any other equipment and return neatly back into club house. Shade structures returned into bags and returned into back shed
4. Check fields and toilets for litter
5. Lock back shed
6. Ensure emergency gate is locked (night time games)

Important Note:

Please ensure you have enough parents from your team to help set up and dismantle and that keys are kept safe at all times. Teams that are rostered on and playing a later game are still required to have the set up completed by 7.30 am.

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