



LILLI PILLI FC

Round:

Team Name:

Ground Control

at

Lilli Pilli Oval

on a

Sunday

Notes/Variations:

Lilli Pilli Oval

Each round two teams should be rostered on duty at Lilli Pilli Oval.

One team for AM Duty (Set Up, Ground Control, Canteen) - 7:00 am to 12:00 approx

One team for PM Duty (Ground Control, Canteen, Pack Up) - 12:00 noon to 4:30 approx

Set Up Reminders

- * Match sheets, keys and canteen money will be available at Lilli Pilli Oval from 7:00 am on Sunday morning. The first game is usually scheduled to start at 8:00 am. It is always a good idea to check the draw for minor variations to this time.
- * At least three adults to arrive at Lilli Pilli Oval at 7:00 am (or about one and a quarter hours before the start of the first match) to mark the field and set up the nets and corner posts.
- * A Committee member will be rostered on 'Open Duty' at Lilli Pilli to monitor Set Up only.
- * Permanent goal posts were installed at the start of last season so there is no need to move or set up goal posts.
- * All equipment for Set Up is located in the equipment storeroom (including line markers and white oxide).
- * **DO NOT USE STICKS IN THE LINE MARKERS - JUST SHAKE THE MARKER !**
- * Corner posts (with orange flags) need to be placed at each corner and at the half-way mark on either side of the field.
- * The large white nets need to be put up at each end. The nets are pegged down at the back using the small steel pegs provided (use at least 10 small pegs at each end).
- * Attach the nets using the Velcro strips located in a box in the equipment storeroom.
- * Please check the field and surrounding areas for 'foreign' objects such as glass or bottles prior to the start of the first match.
- * Match sheets should already be placed in the appropriate place on the Ground Control table.
- * A copy of the 2008 Sutherland Shire Football Association Rule Book and By Laws should also be on hand.
- * The two portable silver metal bench seats located in the Shower/Change Room need to be placed at the 'interchange zone' .

Ground Control

TEAM RESPONSIBILITIES

*It is the responsibility of every Lilli Pilli team playing at home to provide a designated "Ground Controller" for each ground in operation. Therefore, each team's Manager must appoint an adult as their own Ground Controller for each match. This person is to remain at their own field at all times during their match. The person must be clearly visible and wear the official Ground Control jacket, available from the canteen. The Ground Controller will ensure that all players and spectators follow accepted standards of behaviour and that spectators do not encroach onto the playing field during matches. No person can be both Ground Controller and Manager at any one time.

* At the completion of their game, the Manager will then hand the Ground Control Jacket to the Manager of the team playing the next game. The manager of the final game of the day will then return the Ground Control Jacket to the Canteen/Ground Control Area.

VENUE RESPONSIBILITY

* **The team rostered to perform Ground Control (Venue Supervision) must provide one adult to perform the duty of Rostered Ground Controller.** They must remain in the vicinity of the Ground Control Centre (Canteen/Kiosk) for the duration of their Ground Control Duty. This person must wear an official orange Ground Control jacket at all times. Jackets are located within the Canteen / Ground Control area.

* The Rostered Ground Controller must ensure that Match Sheets are filled in correctly. Our club incurs a \$25 fine if the names of either the Home Team or the Away Team are not recorded on the Official Match Sheet.

* A description of Ground Control duties are listed on pages 35 to 38 in the Sutherland Shire Football Association Rule Book and By Laws 2008 (Please see attached copy of relevant pages)

* Some important Ground Control responsibilities include ensuring that

- spectators do not encroach onto the paying field during matches and the area behind goal posts are clear of spectators
- all matches start on time and a Ground Appointed Referee is appointed in the absence of an Official Referee

Please Turn Over

Canteen

- * At least one adult should arrive at least 30 minutes prior to the start of the first match. Arriving by 7:30 am will allow time for Pies, Sausage Rolls etc to be heated up ready for the first game. It is also necessary and advisable to brew two pots of Coffee ready for the first game. The Cappuccino coffee machine also needs to be turned on ready to go.
- * We recommend having at least two adults in the Canteen at all times
- * The Canteen is well equipped with signs and price labels. Please take the time to read the instruction sheets posted in the canteen - they have been provided to make your job easier and more enjoyable.
- * On change-over at 12:00 midday please make sure the next team knows what to do.
- * Please ensure that all Official Referees or Ground Appointed Referees are offered a drink.
- * Towards the end of the day or as necessary please clean the canteen, restock the fridge and ensure the canteen is left how You found it - clean and tidy.
- * Left over unheated food such as pies, sausage rolls etc need to be frozen for the following weekend, so please put them in the freezer.
- * Children are not permitted in the Canteen area.

Pack Up Reminders

- * Match sheets, completed accident forms, keys and all canteen money will be handled/collected by LPFC Committee members.
- * A Committee member will be rostered on 'Close Duty' at Lilli Pilli to monitor Pack Up only.
- * The goal posts do not need to be moved.
- * **Please rope off the goal areas using flags and rope, to help maintain them in good condition for play the following week.**
- * All equipment (flags, nets, pegs) should be returned neatly to the storeroom.
- * Net pegs should be placed into the box.
- * Velcro strips not attached to the nets should also be collected and placed in the box.
- * Please pick up any rubbish left lying around the Canteen, change rooms, playing field or spectator areas.
- * All doors and gates need to be securely closed and locked. (shower room, equipment room, canteen)
- * Please double check that all equipment is returned.
- * The two portable metal bench seats need to be stored in the Shower / Change Room.

Thank you for your help with the efficient organisation of our Club !

If you have any suggestions which may improve our organisation for Set Up, Ground Control, Canteen or Pack Up please let us know !

Ground Control – Nicole Bramah 0407 285 101

Canteen Manager – Catherine Eve 9527 6265 or 0409 030 729