

GRASS DUTY ROSTER – DETAILS 2024

Juniors: Downey Park

Seniors: Downey Park

Juniors: Rasey Park

NB: Your members/volunteers can be placed on roster during each session to cover requirements.

JUNIOR DOWNEY PARK DUTIES

Pre-Fixture: 7.00am to 7.30am: 1 person required

Task 1: Place witches' hats in the car park

- Just inside the door of the downstairs area of the clubhouse you will find large witches' hats, please place out along the no standing area at the side of the clubhouse on the road, plus the area behind the wooden buildings and across the ambulance gate area.

Task 2: Take out the Council Wheelie Bins to the fields.

- Council wheelie rubbish bins located next to the wooden buildings (first aid room), please wheel the bins out across the park, placing one near F6, F7, and the bridge near F9.

Task 3: Take out the McDonalds Toblerone signs and place between F1 & 9, F2 & 8 and F6 & 7.

- Toblerone's will be located in the downstairs administration office to collect.

Fixture Control at DP: 8.00am to 12.15pm: 2 people

Task 4: Two people with pink vests (supplied) to walk around all DP fields and monitor all games each timeslot. They need to ensure that all behaviour is suitable for a junior fixture venue.

- Give the BWA Administration person your mobile number – they will contact you should you need to move to a specific field or area.
- Walk around all BWA fields.
- Ensure that spectators are sitting/standing 1m back from the fields and move them if they are too close to the field.
- Where necessary speak to people who are not acting appropriately at a junior sporting venue.
- If behaviour is not corrected, contact the BWA Office for the Management person on duty to attend to the situation.
- Write a report on any incident that occurs

Throughout the Morning: 8.00am to 12.15pm: 1 person

Task 5: Keep an eye that the toilets are clean, have paper, soap etc.
Empty small bins if required.

- From time-to-time check that the BWA toilets, male & female have toilet paper, soap & hand towels – ask the BWA Administration person in the Saturday Office for replacement supplies as required.
- Empty full bins in the toilets in the industrial bin, and replace with new bin liners.
- *Note we do not supply toilet paper for the BCC toilets behind the clubhouse.*

SENIOR DUTIES – DOWNEY PARK

Post-Fixtures: 4.45pm to 5.00pm: 2 people

Task 1: Pack up at the end of the day.

- Bring in wheelie bins from F6, F7, and the bridge near F9 and place next to the First Aid Room.
- Collect all witches' hats placed on the roadway and return to just inside the door of the downstairs area of the clubhouse.
- Check with the BWA Administration person in the Saturday Office, if they need any other assistance.

Task 2: Bring in the McDonalds Toblerone signs and place between F1 & 9, F2 & 8 and F6 & 7.

- Toblerone's to be returned to the downstairs administration office.

Rasey Park Duties

Pre-Fixtures: 7.30am to 8.00am: 1 person required

Task 1: Assist the U7 & U9 Coordinator with setting up the fields with signs, witches' hats, and placing bins out.

Fixture Control at RP: 8.30am to 11.15am: 2 people required

Task 2: Two people with pink vests (supplied) to walk around all of RP and monitor all games each timeslot. They need to ensure that all behaviour is suitable for a junior fixture venue.

- Walk around all U7 & U9 fields
- Ensure that spectators are sitting/standing 1m back from the fields and move them if they are too close to the field
- Where necessary speak to people who are not acting appropriately at a junior sporting venue.
- If behaviour is not corrected, contact the RP Co-ordinator to attend to the situation.
- Write a report on any incident that occurs.
- Assist with parking issue.
- Assist with field and umpire enquiries.

Throughout the Morning: 9.15am to 11.15am: 1 person required

Task 3: Assist the U7 & U9 Coordinator in ticking off the match sheets as they are handed in and ensuring a goal keeper is noted on the U9 Match Sheet for each team or highlight they have not supplied one at the top of the sheet.

Post-Fixtures: 11.15am – 11.30am: 1 person required

Task 4: Assist the U7 & U9 Coordinator with putting away signs, witches' hats, emptying small bins into the Industrial bins and putting all equipment away.