



The Gap Football Club

Training and Field Use Guideline

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1.0 Introduction

The training and use guideline has been established to ensure that the club facilities, fields and equipment are management sustainable.

Some interesting facts for users of the fields:

1. The club invests roughly \$40,000 a year in maintaining its fields
2. The clubs fields are the largest asset at the club with an estimated value of over \$1 million
3. The club has three volunteers that maintain the fields
4. These volunteers spend roughly 60 hours a week, 3120 hours a year to maintaining the club fields and facilities. They do not have an off season.
5. Over 160 tonnes of soil every year is laid onto the fields
6. The club uses roughly 7 mega litres of water every year. 65% of this water comes from the creek, the other amounts from rain and town water.
7. Over 1000 users take to the fields every week during the season

Over the last four years the club has invested a large amount of money in installation of irrigation and renewing the field's surfaces. To support this investment the club is looking to manage the fields in a sustainable way through a combination of maintenance, limited utilisation, fallow periods and sound management of the resource through good planning.

The club also has access to train at the The Gap High School. This is limited to the Womens section of the club by agreement with The Gap High School. All training times are set by the Womens Section.

2.0 Preseason Training Start and Field Closure Dates

The club has three main sections that use the field's juniors, womens and men's. These sections can also be split into social and competitive teams and therefore have different requirements for preseason start times and dates.

The training start dates for different areas of the club are listed below:

Men's

Open	November, Week 4
Social (Includes Over 45)	January, Week 2

Women's

Open	January, Week 2
Social	February, Week 4

Juniors

6 to 10	March, Week 4
11 to 16	March, Week 3

The fields are closed between the below dates:

School Holidays	June, Week 5 (First Week of June School Holidays)
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Season End	October Week 1 to December Week 2
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The fields are closed to undertake maintenance and refurbishment of the fields including fertilisation, top soiling, aerating and spraying. The closure also provides the fields with time to recover, as well as a period if urgent make up games can be played. Monday nights each week are also left vacant for the above reason as well.

3.0 Training and Field Use Rules

The club has a number of business and use rules that must be followed by all sections of the club. These are as follows:

1. All members must respect the club facilities
2. All members must train in allocated areas
3. All teams must start and cease training on time
4. Goal area should not be used by teams as portable goals are provided and should be used
5. Repetition work such as ladder work, ski poles, shuttles, time trials should occur on the outer areas of fields and not on the main playing surfaces
6. On game days teams should warm up on outer areas if possible and then 5 minutes before game move onto the field
7. Portable goals should be used once the following guideline has been read carefully. The goals must be anchored and placed back into the storage areas after use Refer Attachment B.
8. Fields should be left tidy and all rubbish removed
9. Corner flags should be stored in the referees room

4.0 Pre-season Friendly Games and other Sanction Games

Step 1: Send email gapfcsec@gmail.com
(10 working days in advance)

Step 2: Secretary forwards to Grounds Committee
for Approval

Step 3: If rejected Coach and Manager advised by
Secretary, If accepted Secretary forwards sanction
Form to FBI minimum of 5 days in advance of

Step 4: If reject Coach and Manager advised, if
approved Coach, Manager, Grounds Committee,
Canteen Manager and Club Manager notified in an
email by Secretary

The clubs business rule for preseason games are:

1. Two preseason games for all section of club (Mens, Womens and Juniors) on Field 1. Each sub committee must approve these games.
2. Field 2 all request reviewed based on club priorities

5.0 Changing Training Times

Step 1: Email club Secretary gapfcsec@gmail.com
(Full process takes 10 working days)

Step 2: Secretary forwards to Ground Committee for approval or rejection

Step 3: Email sent from Ground Committee to Secretary who response to Coach and Manager

Step 4: If, no satisfied with outcome Coach and Manager can lodge protest with The Gap Pastime Club Committee at next monthly meeting via Secretary

6.0 Portable Goal Use

In 2003, there was a fatale injury caused by a portable goal collapsing in Moss Vale NSW. This tragedy has heightened the awareness of the potential dangers of portable goals and there use. The Gap Pastime Club Incorporated has also had a major incident with soccer gaols at the club.

Over the past few years the club has been replacing steel goals with light weight aluminium portable gaols that are compliant to Australian Standards HB 227-200.

The club now has six full size and four medium size portable goals.

As the provider of the goals the club has developed the below guidelines in order to minimise its exposure and provide a safe environment for users of the sports fields.

Portable soccer goalposts – Manufacture, store and storage)

1. Equipment

- Check the goal posts are in an appropriate condition before every use.
- If the posts look damaged do not use and report to a Gap Pastime Club Committee member and make complete a written report immediately.
- Ensure that the anchoring equipment, including brackets and staking pegs is available

2. Personnel

- Instruct all appropriate personnel on the safe handling of, and potential dangers with portable goal posts.
- Ensure adequate personnel are available to move the goal post with consideration given to the weight of the goal. Always employ correct lifting technique when moving the posts to avoid injury
- A nominated club official should perform the necessary checks listed above between each game to ensure that the posts remain secure.

3. Use of the Goals

Version 1

- Use of the goals is only permitted by the club/ individual that are a member of the club or have hire the grounds. No lending or subletting is allowed.
- All goal posts need to be anchored at the 3 anchor points
- All stakes must be flush with the ground and driven in fully but be clearly visible to anyone in close proximity to the goal.
- Never allow anyone to climb on the netting or the goal framework.
- The staking pegs should not be used to secure the net.
- The goal net is not to be used to secure the goal posts.
- If a breakage of any part of the goal occurs during a game or training, play should be halted immediately. The incident should be reported to a Gap Pastime Club Committee Member
- The Grounds Committee will undertake regular checks of goals, however conditions can change after each use and therefore users are also responsible for checking and securing goals

4. After use

- Ensure that the goal post and all associated equipment are returned to the storage areas outlined on Attachment B in order to prevent unauthorised use and potential injuries.
- All anchoring devices need to be removed from the fields surface and left with portable goals.
- The Rules of Soccer state that portable soccer goals can only be used if they are anchored securely to the ground.

Officials and members should be aware of their responsibilities in this regard.

7.0 Penalty and Fines

This guideline is to be complied to by members of the club. Individuals or groups of individuals that ignore this guideline may be penalised or fined by the club.

Coaches, Managers, Teams and Individual will be given three warning prior to any penalties or fines being imposed.

The penalty or fine is as follows for a fourth offence:

1. Payment of \$30 to the club
2. Attending a working bee with grounds committee for three hours

In the event that the above is refused it will be forward to The Gap Pastime Club Committee for a decision to be made on further action.

All members have to realise that this guidelines has been developed to improve organisation and co-ordination of all members and not single individuals.

8.0 Other

General Questions:

1. I am new to the club how do I know what team I am in?

This information is on The Gap Football Club website or can be obtain through the Secretary of the club.

2. I was wanting to change training times how do I request this?

Follow process outlined in this guideline. Teams that organise for another team to swat are always favourably considered.

3. How do I organised a pre-season friendly games?

As per above process, however ensure request is forwarded 10 working days in advance

4. I need help with portable gaols who do I contact?

Email the Secretary of the club who will organise for someone to contact you and assist.

5. I was looking for poles, cones and ladders for training are there any that I can borrow?

This maybe borrowed from the club equipment store. All requests must be out through Directors of Coaching for you section of the club.

6. How do I obtain my teams jerseys if I am a coach and equipment?

An email will be sent out to all coaches and managers advising them of a pickup date and time.

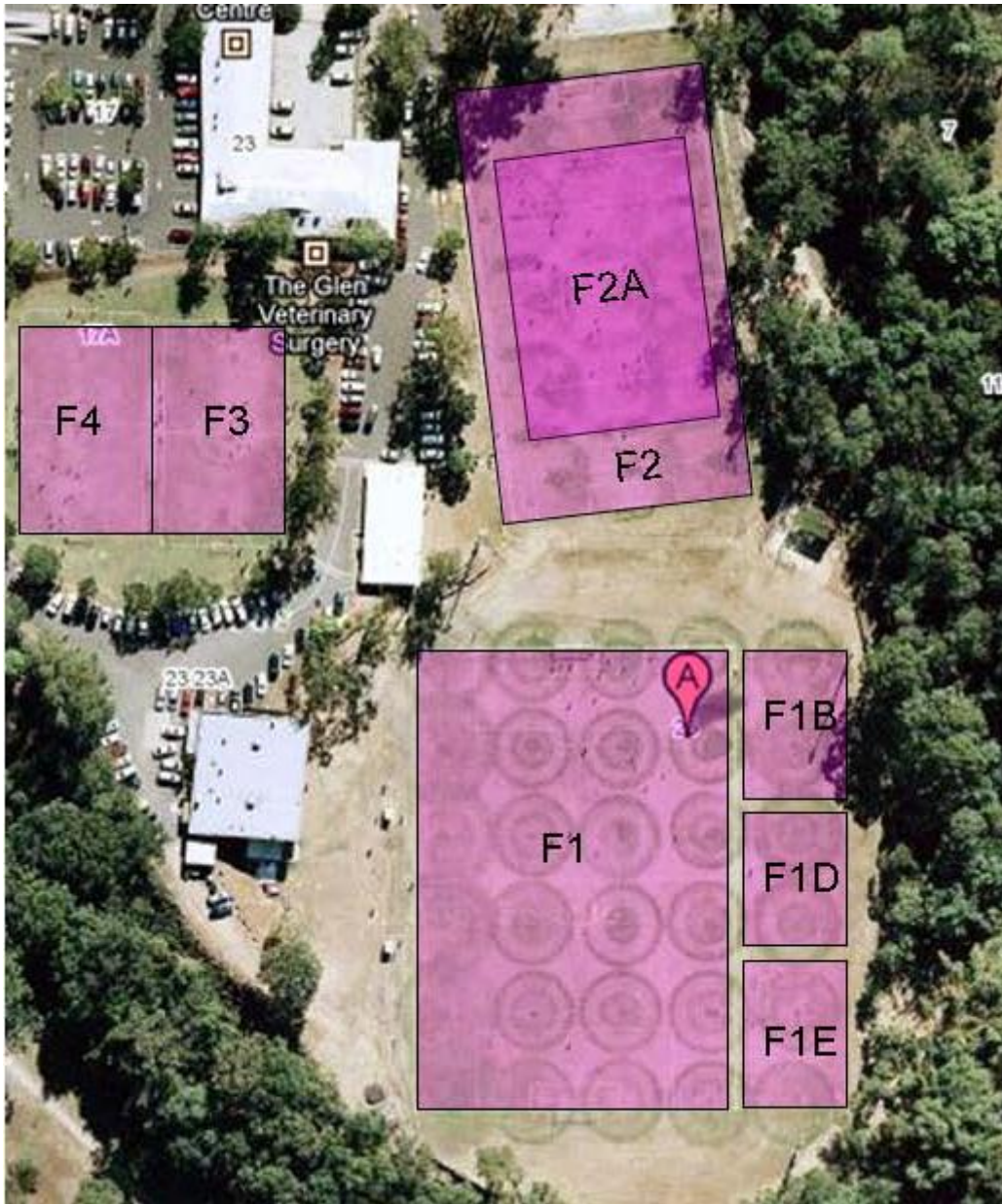
7. Why can't we train in the gaols mouth areas?

The club spends \$40,000 a year on maintenance, if the gaol mouth areas are in very poor condition the club would need to re-turf at a cost of roughly \$8,000 which is a major escalation in cost that the club can not afford. Portable gaols have been provide to alleviate this issue.

8. Can clothing equipment be bought on training nights

Yes, the canteen is open on training nights

Attachment A: Competition Fields



Attachment B: Portable Goal Storage Areas



Attachment C: Portable Goal Post Standards

A copy of the Australian Standards can be obtained from the club Secretary if required. We are limited by Copy right laws for the supply of this standard.