



Training and Field Use Guidelines

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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 effectively managed to ensure long term sustainability.

Some interesting facts for users of the fields:

1. The club invests a minimum \$40,000 a year in maintaining its fields, or two thirds of its annual income.
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 an average of 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 State High School and Payne Road State School. Usage of these locations is managed by The Gap Football Club Management Committee and training times, training days and space allowance must be **strictly adhered too.**

2.0 Preseason Training Start and Field Closure Dates

The club has three main sections that use the field's juniors, women's 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.

Training times and locations will be published on the club's official website and Facebook annually and will be strictly enforced.

The fields are closed between the below dates:

School Holidays	All School Holiday Periods
Season End	November Week 1 to January Week 4

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 and leased 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

3.1 Payne Road Usage Agreement

1. Parking must be at the Club. Members are then asked to walk across the bike path.
2. The first team scheduled at the school is responsible for collecting the keys from the club, the opening of the gate for entry onto the oval and also the toilets if they are locked.
3. The last team scheduled at the oval is responsible for locking the gate, locking the toilets, turning off the lights and returning the lighting keys to the Club
4. No team is permitted to set up their training area until after 4:45pm. The after school care still requires access to the fields prior to this time.
5. The after school care and school staff are not responsible for Gap Football Club parents and children. So please do not approach them as they are very busy with their jobs.

4.0 Pre-season Friendly Games and other Sanction Games

Step 1: Email juniors@gapfootball.org.au for mixed junior teams and all girl junior teams

And CC Club Secretary info@gapfootball.org.au (10 workings days in advance)

Step 2: Secretary forwards to President for approval or rejection

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 games

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 (Men's, Women's and Junior's) on Field
 1. Each subcommittee must approve these games.
 2. Field 2 all request reviewed based on club priorities

5.0 Changing Training Times

Step 1: Email juniors@gapfootball.org.au for mixed junior teams and all girl junior teams

And CC Club Secretary info@gapfootball.org.au (Full process takes 10 working days)

Step 2: Secretary forwards to President for approval or rejection

Step 3: President and Secretary come to a joint decision who response to Coach and Manager or their relevant section who will then respond to the relevant party.

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

6.0 Portable Goal Use

In 2003, there was a fatal 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 Football Club Incorporated has also had a major incident with soccer goals at the club. Over the past few years the club has been replacing steel goals with lightweight aluminium portable goals 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.

6.1 Portable soccer goalposts – Manufacture, store and storage

6.1.1 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 Football Club Committee member and make complete a written report immediately.
- Ensure that the anchoring equipment, including brackets and staking pegs is available

6.1.2 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.

6.1.3 Use of the Goals

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 Football 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

6.1.3.1 After Usage

- 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 field's 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

All members are required to comply with the established training guidelines. 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 Football Club Committee for a decision to be made on further action.

All members have to realise that this guidelines has been developed to improve the organisation and coordination of all members and not just 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 wanted 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 organise a pre-season friendly game?

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

4. I need help with portable goals 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 the High Performance Manger/ Development Officer 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 goals mouth areas?

The club spends \$60,000 a year on maintenance, if the goal mouth areas are in very poor condition the club would need to re-turf at a cost of roughly \$10,000 which is a major escalation in cost that the club cannot afford. Portable goals have been provided to alleviate this issue.

8. Can clothing equipment be bought on training nights

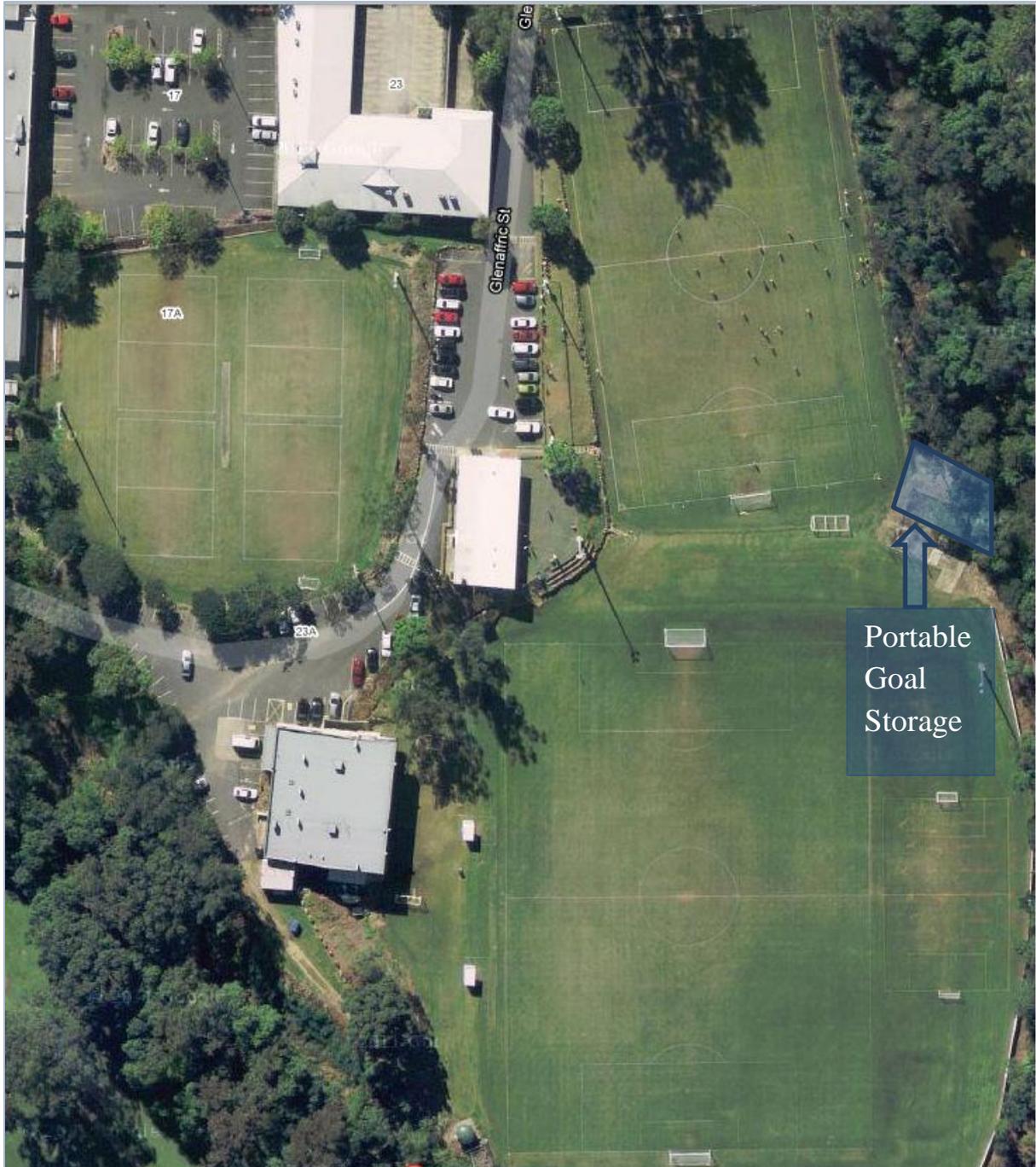
Yes, the canteen is open on training nights

Attachment A: Competition Fields



— Fencing

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.