



FONTENOY PARK – CANTEEN AND FIELD DRESSING

1 INTRODUCTION

Thank you for supporting the Macquarie Dragons Football Club! We greatly appreciate the efforts of all helpers and volunteers and we would not be able to run the club without your help. This document outlines the procedures for preparing Fontenoy Park on a Saturday morning during competition. The canteen and field set up roster will be available prior to the season starting and will be emailed out to all team managers. The manager will then roster on parents to help with the field set up, the canteen and the packing up of the fields.

Generally, games will start 8:30am on Saturdays and fields should be set up 15mins prior to the first game is starting. Canteen and BBQ will need to be manned until the last game of the day has been played. Fontenoy Park is Macquarie Dragons home ground for all minis (u6 to u9) and can be quite busy during the day so please ensure you have enough parents rostered on to help. If you have any questions regarding the canteen and field set up procedure, please do not hesitate to contact our Mini Convenors. A representative from the club will unlock the canteen and the store rooms 8am every Saturday.

Mini Convenor: Lars Herngren 0448 469382

Asst. Mini Convenor: Luke Jahja 0406 384947

2 SET UP OF THE FIELD

Fontenoy Park has 5 fields that require set up prior to 8:30am on a Saturday. The figure on the next page show the field allocation in relation to the canteen and Fontenoy Rd. Fields 1, 2 and 3 are for u6 and u7 competition whilst fields 4 and 5 is are for u8 and u9 competition. Field marking is carried out by Council and available on site.

Fields 1, 2 and 3

Fields 1, 2 and 3 require a corner post in each corner of the field and 2 goals for each field. The corner posts and goals are available in the store room next to the canteen (right hand side looking at the canteen). Assemble the goals once they have been carried out of the store room (not before!) to avoid any damage to the goals and nets. Similarly, the goals shall be disassembled prior to being carried to the store room at the end of the last game. The assembly and disassembly of the goals will be demonstrated during the first coaches and managers meeting and it will be the manager's (of the team that is on duty) responsibility to ensure that the goals are assembled and disassembled correctly. Refer to photo below for a correctly set up u6-u7 field.



Correct set up of u6-u7 field

Fontenoy Road

FIELD 1
(U6-U7)

FIELD 2
(U6-U7)

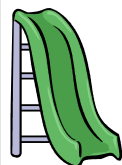
FIELD 3
(U6-U7)



FIELD 4
(U8-9)



FIELD 5
(U8-9)



Playground

CANTEEN



Fields 4 and 5

Fields 4 and 5 are for the u8 and u9 competition only. Goal posts are available on the field at all times but nets (available in the store room) will need to be assembled onto the posts and bar and held together by Velcro straps (see photo below). Corner posts and posts indicating the middle of the field (total 6 posts for each field) will need to be set up prior to the first game (refer photo below).



Set up of u8-u9 field (one side shown only)



Use Velcro straps to fasten the nets onto the bar

3 CANTEN AND BBQ

The canteen will be unlocked by a committee member prior to 8am every Saturday morning. Canteen shall be manned at all times by at least 1 person. The BBQ is located in the store room to the left of the canteen (looking at the canteen) and should be brought out prior to 8:30am. There is a shade cover available in the store room that should be used to cover the BBQ area. Set up the BBQ to the left of the canteen (looking at the canteen). Ensure that 2 people are at the BBQ. Sausages, bacon and eggs will be available in the canteen by 8:30am every Saturday. There are a number of hot food containers available in the canteen that cooked sausages, eggs and bacon can be stored in to ensure that busy periods (normally between games) are catered for. Uncooked sausages, eggs and bacon shall be stored in the fridge for health reasons. Gas is available in the store room, please report how much gas is left at the end of the day by placing a note in the canteen. Fold out tables are also available in the store room to help with the serving.

Utensils are available in a container in the canteen, please wash and dry utensils after use.

Bread rolls will be delivered by 8am (by a committee member) to the canteen. Please cut bread rolls and wrap them in a napkin and put them back in the box to make it easier to distribute to customers.

The cash float will be delivered to the canteen by a committee member. Please put the float in the till under the bench in the canteen. Price lists are available in the canteen. All purchases (including from the BBQ) shall be done from the canteen. There are coloured tickets for the BBQ available in the canteen. Hand the customer the ticket and a bread roll and guide them to the BBQ area where they can pick up the sausage, egg and bacon.

4 PACKING UP

Pack up the fields by bringing all posts, nets and goals back to the store room to the right of the canteen. It is important that you disassemble the goals before you put them in the store room. Make sure that nothing has been left on the field before you leave.

Turn off the gas and the BBQ and empty bins inside the canteen and the BBQ and put rubbish in Council bins. Return BBQ and gas to the store room to the left of the canteen. Fold up tables (please wipe!) and shade cover and return to the store room.

Pack up canteen and leave it as clean as you found it and please put a note in the till or on the bench if any items need restocking. Cash float is to be kept in canteen, a committee member will pick it up at the end of the day. Please ensure all doors are locked before you leave (store rooms and canteen).

Thank you for all your help!