



Club Facility Duties

Alice Springs Netball Association

ASNA CLUB FACILITY DUTIES

- Clubs will be designated as “duty clubs” throughout the season
- A rotating roster will be provided prior to the season
- As best as possible, a club’s duty will be matched with the weekend of their BBQ Fundraiser
- Timetable and duties are listed below

SATURDAY ROUNDS

TIME	TASK
8:30AM	Collect court buckets from office including scoring equipment for indoor courts and place them on the scorer’s desk of the allocated courts
	Retrieve general bins from cage and recycling from verandah and place around complex. Four of each bin should be outside and four of each bin placed inside.
10:00AM	Assist in raising nets on all courts / swap size 4 balls for size 5 balls on ball rack in office
6:00PM	Retrieve all bins and return to the verandah (recycling) or cage (general)
	Ensure all stadium lights are switched off including toilets and electronic scoreboard. Check all shutters are closed and fans turned off.
	Ensure any rubbish on floor is placed in bins provided
	Bring in outdoor goalpost pads if not already done
	Please encourage those teams rostered for putting away boxes and tidying up the court area to assist, this is their responsibility, to ensure the seating etc is tidied. Please also encourage recycling of bottles and cans appropriately.
ONGOING	Remind spectators in the stadium about the no eating rule and that if spectators are seen leaving rubbish that you ask them to dispose of it correctly.
	If drinks or food are brought into the stadium and spills or food is dropped on the floor please show people where the mop and bucket is or advise the person to get a cloth from the office and clean up the mess ASAP. Please advise an ASNA board member in the office if necessary.

TWILIGHT ROUNDS

FRIDAY

TIME	TASK
5:30PM	Collect court buckets from office including scoring equipment for indoor courts and place them on the scorer’s desk of the allocated courts
	Retrieve general bins from cage and recycling from verandah and place around complex. Four of each bin should be outside and four of each bin placed inside.
10:30PM	Retrieve all bins and return to the verandah (recycling) or cage (general)
	Ensure all stadium lights are switched off including toilets and electronic scoreboard. Check all shutters are closed and fans turned off.
	Ensure any rubbish on floor is placed in bins provided
	Bring in outdoor goal post pads if not already done
	Please encourage those teams rostered for putting away boxes and tidying up the court area to assist, this is their responsibility, to ensure the seating etc is tidied. Please also encourage recycling of bottles and cans appropriately.

ONGOING	Remind spectators in the stadium about the no eating rule and that if spectators are seen leaving rubbish that you ask them to dispose of it correctly.
	If drinks or food are brought into the stadium and spills or food is dropped on the floor, please show people where the mop and bucket is or advise the person to get a cloth from the office and clean up the mess ASAP. Please advise an ASNA board member in the office if necessary.

SATURDAY

TIME	TASK
9:30AM	Collect court buckets from office including scoring equipment for indoor courts and place them on the scorer's desk of the allocated courts
	Retrieve general bins from cage and recycling from verandah and place around complex. Four of each bin should be outside and four of each bin placed inside.
1:30PM	Retrieve all bins and return to the verandah (recycling) or cage (general)
	Ensure all stadium lights are switched off including toilets and electronic scoreboard. Check all shutters are closed and fans turned off.
	Ensure any rubbish on floor is placed in bins provided
	Bring in outdoor goalpost pads if not already done
	Please encourage those teams rostered for putting away boxes and tidying up the court area to assist, this is their responsibility, to ensure the seating etc is tidied. Please also encourage recycling of bottles and cans appropriately.
ONGOING	Remind spectators in the stadium about the no eating rule and that if spectators are seen leaving rubbish that you ask them to dispose of it correctly.
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