



GROUND CONTROL CHECKLIST

For every match

- Manager or Coach to carry at least one orange jacket in their kit to all games.
- Manager or Coach to appoint 1 responsible adult as their GC at each match, prior to the match. Ensure the person is wearing their orange jacket
- GC person is responsible for the behaviour of their own spectators
- GC person must write their name on the bottom of the match sheet. C&Ms to check.

For rostered Ground Control duty

- Manager or Coach to regularly check the club website to monitor when their team is rostered for GC duty.
- Manager or Coach to allocate times to players or responsible adults for their rostered period.
- Min 2 people are to be rostered on at a time.
- Turn up on time !!! Arriving 10 mins before commencement of your rostered time will not cause you any harm.
- Ensure GC are wearing their orange jackets.
- At least 1 GC person is to be within vicinity of GC room near match sheets to answer queries.
- At least 1 GC person is required to control EACH playing field. This means we need at least 1 person for Field 1 and another at Field 2.
- Ensure that match sheets are available for competition matches.
- Take note of all injuries reported or observed and ensure that the 'Accident Report' form has been completed accordingly.
- Ensure that nets and flags (and sideline ropes, if possible) are in position.
- Ensure that no bicycles, vehicles or any hazards are so close to the sidelines that they endanger players on the field.
- Ensure that spectators do not encroach onto the playing field during matches, especially keeping the area around and behind the goalposts clear of spectators.
- Ensure that all matches start on time with particular regard to the rule dealing with same.
- The referee is always responsible for the conduct on the field of play, GC monitor off field matters at the Ground.
- Ensure that NOBODY enters the field of play, including managers and coaches (e.g. to assist an injured player) until signalled to do so by the referee.
- Ensure that teams are not coached by persons situated behind the goal line and coaches remain within the 10m zone allowed, either side of the halfway. They should remain on their side as allocated only, not wander between the two.
- If an official referee is not available or is late, Ground Control needs to organise one immediately. GC should arrange a referee from those on GC roster or ask the teams if they can provide one. "Club Appointment" referee must be written on the match sheet.
- If GC or teams cannot supply a referee, there may be a spectator who can do it – please ask around without delay otherwise the game will be forfeited by both teams.
- If GC cannot arrange a referee or where any other incident occurs, involving spectator or team behaviour, please place a note explaining the circumstances and leave it in the Secretary's mailbox in the Ground Control room. The SSFA do request a response from Clubs to complaints involving referees or on any incident, including why a ground appointed referee could not be allocated or Ground Control did not complete their duties. SSFA fines apply!