



**MARSFIELD PARK**  
**FIELD DRESSING PROCEDURE**  
**U13 - AllAge, O30/35/45**

# 1 INTRODUCTION

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Thank you for supporting 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 Marsfield Park on a Saturday/Sunday morning during competition. The 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/players to help with the field set up and the packing up of the field.

Generally, games will start 8:30am on Saturdays & 11:00am on a Sunday and field should be set up at least 30mins prior to the first game is starting. Marsfield Park is one of Macquarie Dragons home grounds for all youth & seniors (u13 to AA incl O30/35/45). If you have any questions regarding the field set up procedure, please do not hesitate to contact our Club Age Co-ordinators.

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## 2 SET UP OF THE FIELD

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All managers will receive a code the week of your game to unlock the keybox that contains the changeroom key. This keybox is located at the back of the right changeroom on the brick wall. Instructions are set out in this document below.

Marsfield Park has 1 field that require set up prior to 8:00am on a Saturday OR 30mins prior to the first game on a Sunday.

### Key box Instructions



Use the 4digit code you have been provided with during the week to scroll & align the digits in place. Once the digits are correctly aligned push down the small black latch located next to the left number then pull down to open the box.

The key will be inside. Then close the key box.

Key is to be returned the same way at the end of your shift with the same code used to open it. Make sure you mix up the digits before you leave to ensure the key box is left locked.

Remember the lock on the cage inside the changeroom is the same code as the key box. This needs to be opened to access the field setup equipment.



### **Field 1**

When you arrive at Marsfield, open the right changeroom door in the building then the cage padlock.

Wheel out the large green bin that contains all the nets. Remember to collect all the flags from the cage. Place the nets carrier at the goal posts areas.

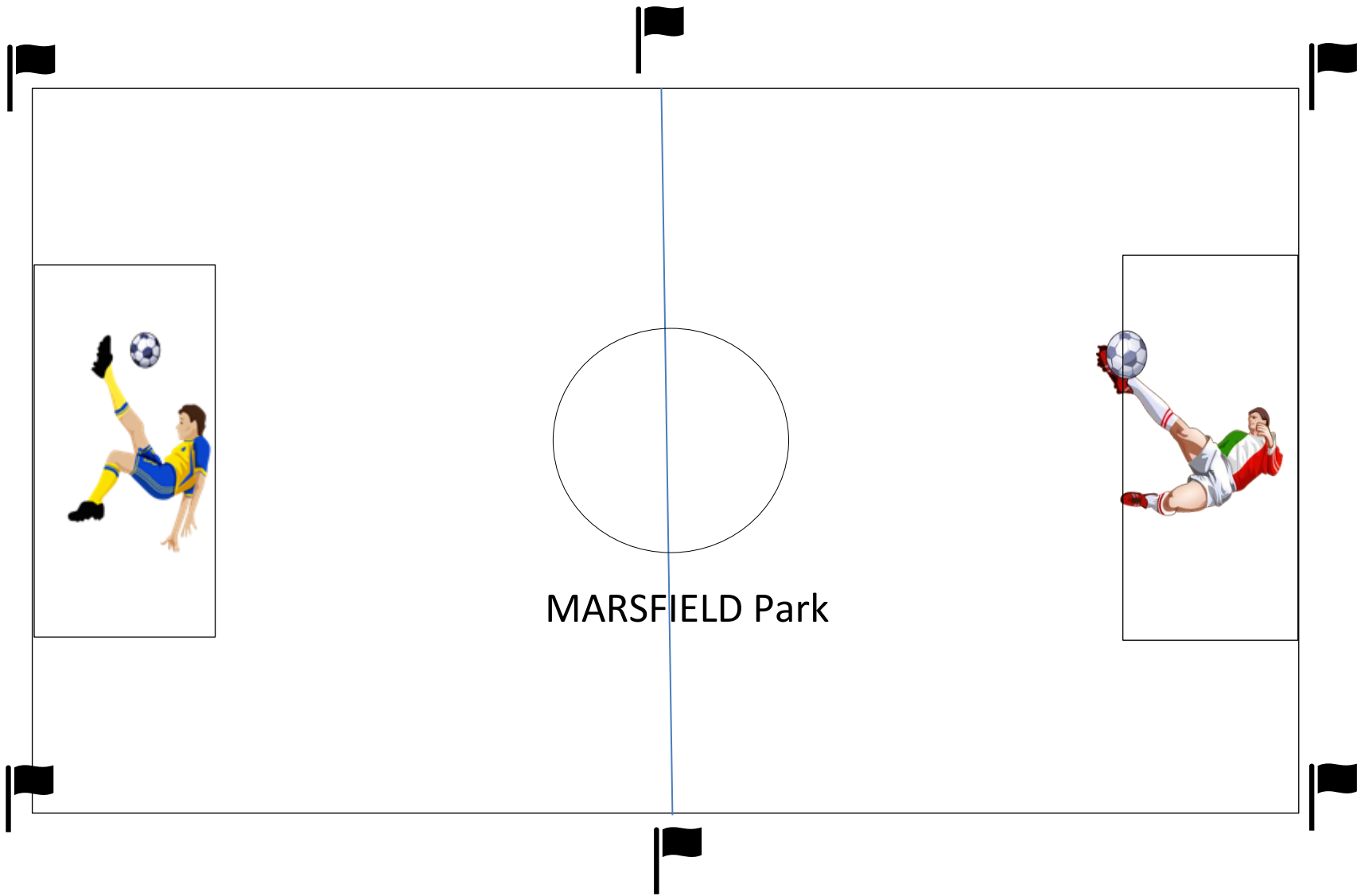
1. The Field requires 4 corner posts (flags) in each corner of the field as well as 2 half way flags at either side of the field. In diagram below.
2. Remember to take the step ladder with you to hook up the nets as the goal posts are high.
3. Hook the nets into the groove of the posts. Both side posts & crossbar. The green thin rope line at the bottom of the nets are to be closest to the grass. Simply work your way around the posts to click the plastic hooks that are attached from the net to the post.
4. Pull the green line ropes at the corners of the nets & peg them at the base into the grass with the long green pegs supplied in the equipment bin. Hammer in the pegs. Remember to stretch out the nets at each corner.
5. Work your way at the bottom of the net by pegging in the net approx. every 2m into the grass with the hammer supplied.
6. Make sure there are no gaps between the net & the grass so the balls don't roll through the bottom of the net.



**This shows you the hooks on the goals. You simply place the hook into the groove of the post & turn the hook to secure the net in place.**

**This is how the nets are to be Attached onto the goalposts. Use the hooks provided on the crossbar & posts Use 5-6 plastic ground pegs & Hammer them into the ground To secure the bottom of the net.**





Storeroom

VIMIERA ROAD

### 3 PACKING UP

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Pack up should commence after the last game has finished. In some exceptional circumstances the last game may finish even earlier if the field is not being used.

Last team rostered on is to undress the field. Place all dismantled nets inside the green container. Bring all & flags back to the right side change room & place inside the cage.

It is important that you disassemble the goals by leaving on the hooks attached to the nets before you put them in the nets bin. DO NOT remove the hooks from the nets.

Make sure that nothing has been left on the field before you leave. Dispose of all rubbish.

Please make sure that the cage lock and key lock is locked by scrambling the numbers.

Thank you for all your help!

A community club cannot run without its volunteers!

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**FYI – DEFIBRILATOR IS LOCATED IN RIGHT SIDE CHANGEROOM ON WALL. INSTRUCTION SHEET IS ABOVE THE DEFIB.**

