

BEE SLACK COMMUNITY HIGH SCHOOL



QUICK GUIDELINES FOR COMMUNITY FOOTBALL USERS

Guidelines for Football Pitches & Changing Rooms

The following guidelines are clearly laid out below and these **MUST** be adhered to. Failure to do so may result in team(s) being excluded from future use of school facilities.

Let holders will be held responsible for the behaviour of both the home and the visiting teams. **REMEMBER...** it is the responsibility of let holder to inform visiting teams of rules and guidelines governing use of school premises.

A copy of this leaflet will be sent to both the home team and the visiting team each time a Let is requested.

ACCESS TO THE BUILDING AND CHANGING FACILITIES

Teams are **NOT** permitted to enter into school until a responsible member of staff is in attendance. [This is particularly relevant in the evenings during training sessions].

Beeslack Community High School cannot be held responsible for any loss or damage to personal belongings. It is the owner's responsibility for safe keeping of personal belongings.

Let holder/representative should check BOTH dressing rooms prior to use. Any defects should be noted and reported immediately to the duty facilities or reception staff. Remember to check ceiling tiles for damage too. People often forget to look upwards when checking.

In the interests of security please inform the facilities staff if you wish the changing rooms to be locked prior to and after the game. Please remember to arrange a suitable time to do this. Exit doors to playing fields should not be propped open.

Facilities staff may be contacted through the receptionist at the front desk or by ringing 3 bells using the switch located in the Facilities office – Switch is on the left hand wall at head height near to the back of the office. The main facilities office is opposite the old janitorial base or by contacting the reception desk.

FOOTBALL BOOTS SHOULD NOT BE WORN INSIDE THE BUILDING AT ANYTIME

Boots should be carried from the changing rooms and only put on at the designated exit door.

After the match, **ALL BOOTS MUST BE REMOVED** before re-entering the building. Please DO not hit boots of the walls in the changing/showering area.

Let holders are responsible for ensuring that all litter is removed from the playing fields after each game.

ROUTE TO BE USED TO THE OUTSIDE PLAYING FIELDS

Teams making their way to the playing fields should turn left when they leave the changing room, through double doors and immediately left again. This route will make it easier for teams and staff. Let holder/representative should be present at all times when the teams are in the changing rooms. Leaders are requested to give dressing rooms a general tidy up after use. Litter should be put in the bins provided and floors given a quick clean with a brush and shovel. A brush and shovel for this purpose is located in the staffroom used by the visiting referee.

Teams should not kick balls about in the car park and school ground areas leading to playing fields. Glass windows surround the ground floor and in the interests of safety, balls should only be given to teams once they arrive at the playing fields. Team leaders should collect these

immediately after the game. This will help to ensure that no damage is caused to school property or visitors parked cars.

Car parking is provided at the rear of the building. On match days and training nights, cars parking down beside playing fields should be parked at the roadside and never on the grass verge. Beeslack Community High School cannot be held responsible for any vehicles parked within the grounds. Owners do so at their own risk. Please do not park near a fire exit and not at the entrance area to the boiler house.

No food to be eaten in the games hall – drinks in plastic bottles only, all rubbish MUST be cleaned up after use whether in the games hall or on the playing fields.

All teams must be registered with their national association and be familiar with CHILD PROTECTION GUIDELINES. All staff/volunteers are required to have a PVG for clearance before working with children and young people.

NO access to Swimming Pool Changing facilities and showers

Please DO not use the swimming pool changing facilities and showers. We have a very busy swimming programme with many children and vulnerable groups using these areas. The football changing rooms do have these facilities.

Thank you for your assistance. If you have any queries, please call Beeslack Community Education Office on 01968 673893 or email Beeslack@community.mgfl.net