



2023/24 DUTY TEAM RESPONSIBILITIES

- The duty team will be 'duty' for the entirety of the afternoon's netball.
- Teams must allocate two team members to remain on duty for their allocated time slot.
- 15 minutes before the start of play, the duty bag will have been collected and two score boards from reception at the Leisure Centre and put into the Dome for matches.
- Match balls are for the match, not for warming up or for teams to remove.
- Duty team will manage any arising risk or raise an alarm (for example – first aid from the Leisure Centre reception) during games, during their duty time.
- At the end of matches, the duty team will pack the duty bag and message any anomalies or shortages on the 'Captains chat'. This will enable the Exec to rectify prior to the next set of fixtures.
- The duty team will return the duty bag and both score boards to reception at the Leisure Centre.
- The duty team will monitor that every team has posted their team sheet into 'Captains chat' WhatsApp by 7pm on the Saturday or date of the matches played.
- The duty team will write a match report for each of the afternoons games and email this to the social media secretary by 10pm on the Sunday following the Saturdays matches.

Bag contents

Three match balls

Small first aid kit to include wipes and plasters

Six ice packs

Nail clippers

Ball pump

Packet of sanitary items

Kitchen roll

Disposable gloves

Score cards

*team sheets will be the responsibility of teams, not the duty team